



# **Return-to-School Plan 2020-2021**

*In Response to COVID-19*

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## COVID-19 CRISIS TEAM

Member Name	Assignment
Todd Greer	District Superintendent
Jason Woodfin	District Assistant Superintendent
Janie Carrol	District Nurse
Chris Price	Secondary Principal
Brittney Davis	Elementary Principal

*Changes to the public health situation over the course of the school year may necessitate changes to this guidance.*

## INTRODUCTION

We have created this plan to aid in navigating the reestablishment of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to the district. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC) and World Health Organization (WHO). Regular updates will be made to this plan based on information provided by the CDC, WHO, and applicable federal, state and local agencies.

## GUIDING PRINCIPLES

In order to ensure the continued wellbeing of our employees the following guiding principles have been put in place:



## FOUR PRACTICES

GISD will:

1. Provide notice to parents.
2. Implement practices to prevent the virus from entering the school.
3. Respond to a lab-confirmed case in the school.
4. Implement prevention and mitigation practices to reduce the likelihood that an outbreak occurs on campus.



### EXPOSURE DEFINED

- a. being directly exposed to infectious secretions; 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

# **SECTION I: SAFETY OF STUDENTS, STAFF, AND VISITORS**



## **PHASES AND TIMELINES**

Information and direction about the phases and timeline will be sent to all employees, students, and parents before implementation. Please see below for a summary of the phases and timelines.

PHASE	TIMING	ITEMS
<b>PLANNING</b>	May	<ul style="list-style-type: none"> <li>▪ Supplies, equipment</li> <li>▪ Prepare detailed work schedule for phases</li> <li>▪ Prepare building and transportation for reopen with thorough cleaning</li> </ul>
<b>PHASE 1</b>	June	<ul style="list-style-type: none"> <li>▪ Implement social distancing protocol and open facilities with limited access/use</li> </ul>
<b>PHASE 2</b>	July	<ul style="list-style-type: none"> <li>▪ Expand use of school based on recommendations and data from CDC, TEA, Texas Governor, and applicable state and local agencies</li> </ul>
<b>PHASE 3</b>	August	<ul style="list-style-type: none"> <li>▪ Open school</li> <li>▪ Expand full operation based on recommendations and data from CDC, TEA, Texas Governor, and applicable local and state agencies</li> <li>▪ Determine what restrictions/guidelines stay in place</li> </ul>

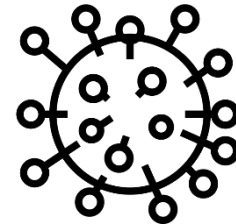
## VISITOR RESTRICTIONS

GISD will limit normal visitation to our campuses at this time. Individuals proceeding beyond the reception area will be subject to the following guidelines: masked visitors will be screened, virtual meetings will be available when possible, visitors and staff will maintain physical distancing for ARD and other meetings in conference areas. We ask that parents restrict visitations to those that are necessary and essential for student well-being.

## EMPLOYEE AND STUDENT SCREENING AND PROTOCOLS

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and students, we will be requiring employees and students to complete a self-screening which includes staff taking their own temperature; reading and answering a set of questions related to COVID-19 symptoms including:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.0 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 Resource and the district nurse. Teachers and staff must report if they themselves have COVID-19 symptoms or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry. Additionally, staff must report if they have had close contact with an individual who is lab-confirmed with COVID-19, and, if so, must remain off campus until the 14-day incubation period has passed.

### HANDOUT: SELF-SCREENING PROTOCOL

**Parents are required to pre-screen all students before bringing them to school. Parents may NOT send their student to school if the child has COVID-19 symptoms or is lab-confirmed with COVID-19,** and instead should opt to receive remote instruction until the conditions for re-entry have been met. Parents must also opt to have their child receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed. Upon meeting the criteria for re-entry to campus, students may return to on-campus instruction.

### BEFORE COMING ONTO CAMPUSES OR BUSES

GISD will screen students to determine if (a) they have the COVID-19 symptoms; or (b) they have had close contact with an individual who is lab-confirmed with COVID-19. Screening is accomplished by asking questions by phone, electronically, or in person. If the parent is dropping off or picking up a student, the screening questions will be asked to the parent. **All individuals will have their temperature checked daily before accessing the campus or bus.** GISD is permitted to prevent any individuals who fail the screening criteria from being admitted to the campus or a bus until they meet the criteria for re-entry to the campus.

## TRANSPORTATION

In order to limit the number of students in close proximity for an extended period, GISD is asking that parents bring their children to campus if possible. To accommodate those parents that would like to help by dropping their students off but must also go to work early, **GISD will be opening the campus at 7:00 am.** All elementary students and those secondary students that eat breakfast must enter in the cafeteria. Secondary students that do not eat breakfast may only enter through the high school main campus. All individuals must remain in their car until temperature checks have been completed.

Bus information:

1. Hand sanitizer will be at the entry of all buses.
2. For routes where students sit in close proximity within the bus, students and bus drivers are encouraged to wear masks or face shields while on the bus.
3. When possible, windows will be open to allow outside air to circulate throughout the bus.
4. All surfaces must be cleaned with an electrostatic disinfectant fogger after each route so twice daily.
5. Every student and driver must have their temperature checked and documented before the start of each route.

## HANDOUT: TRANSPORTATION SANITATION CHECKLIST & TEMPERATURE DOCUMENTATION

1. Sanitation logs will be turned in to the Transportation Director after completing your last route.
2. Temperature documentation will be turned in to the district nurse weekly.

## HEALTH PROTOCOL

If an employee becomes ill at work or if another person is exhibiting symptoms of COVID-19 at work, they may be asked to leave work and go home or to the nearest health center.

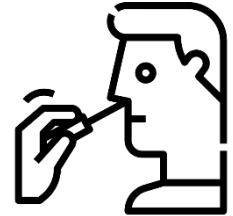
Employees returning to work from an approved medical leave should contact HR. You may be asked to submit a healthcare provider's note before returning to work.

## TESTED POSITIVE FOR COVID-19 or SUSPECTED WITH COVID-19

Any individuals who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 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:

### Return to work/school criteria:

1. At least 1 day (24 hours) have passed since recovery (no fever without the use of fever-reducing medications); and
2. You have improved in respiratory symptoms (cough, shortness of breath, etc); and
3. At least 10 days have passed since symptoms first occurred



If you have symptoms that could be COVID19 and do not get evaluated by a medical professional or tested for COVID19, it is assumed that you have COVID19 and may not return to work/school until the three criteria listed above have been met.

If the individual has symptoms that could be COVID19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID 19 testing location.

## IDENTIFYING POSSIBLE COVID19 CASES ON CAMPUS

GISD will immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by the parent or guardian.

GISD will clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as feasible.

Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.



# PRACTICES TO RESPOND TO A LAB CONFIRMED CASE IN THE SCHOOL

Local Health Department Notified	Areas Closed For Cleaning	Alert Notifications Are Sent
<ul style="list-style-type: none"> <li>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 and FERPA</li> </ul>	<ul style="list-style-type: none"> <li>GISD will close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.</li> </ul>	<ul style="list-style-type: none"> <li>Consistent with our school notification requirements, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers, or staff who participate in any on campus activities.</li> </ul>

## NURSE (NON-COVID SITUATIONS)

The nurse will have a mobile cart for minor medical situations and to administer medications. This will limit the interaction of students in the halls and buildings.

## GUIDANCE IF EXPOSED

While we all hope to avoid exposure to illness from COVID-19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers should have the most up-to-date information from the CDC.

### Please do the following:

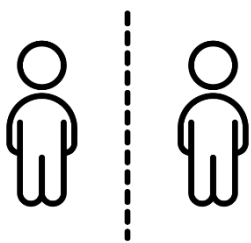
1. Quarantine yourself in a specific room away from others in your home
2. Contact the following (in order of priority), let them know you have been exposed to COVID-19, then follow their instructions.
  - Your healthcare provider
  - GISD's HR department
  - Your supervisor
3. Your supervisor will work with HR to determine appropriate next steps.
4. In case of an emergency, call 911 and let them know you have been exposed to COVID-19, then follow their instructions.



5. GISD recommends the student, teacher, staff, or visitor should stay at home through the 14 day incubation period and not be allowed on campus. If the individual experiences symptoms, they must stay at home until the conditions outlined below have been met.
- At least 1 day (24 hours) have passed since recovery (no fever without the use of fever-reducing medications); and
  - You have improved in respiratory symptoms (cough, shortness of breath, etc); and
  - At least 10 days have passed since symptoms first occurred

## SOCIAL DISTANCING

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



**Traffic Flow** – Everyone should walk on the right side of the hallways to provide the most distance during transitions.

**Ad-hoc Interactions/Gatherings** – Non-essential/informal meetups and visiting should be avoided or individuals separated throughout the space.

## CLOSE CONTACT (DEFINED)

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

- Being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
- Being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield;

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.

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

## PERSONAL PROTECTIVE EQUIPMENT (PPE)



In order to minimize exposure to COVID-19, PPE may be needed to prevent certain exposures. PPE can include:

**Masks:** Face masks are an important part of employee protection, as well as personal hygiene, social distancing, and frequent cleaning efforts. Schools are required to comply with the governor's executive order regarding the wearing of masks. Therefore, all staff will be required to wear a face covering when unable to maintain proper social distance.

GISD will provide students with reusable and disposable masks or students may bring their own personal face covering.

For students in PK-3, the determination of whether wearing a mask is developmentally appropriate is up to the student's parent or guardian. According to TEA's guidance, it is not developmentally appropriate for students in second grade and below to wear masks.

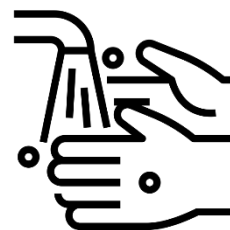
**It may not be developmentally appropriate for some other students, including some students with disabilities, to wear masks.**

**Gloves:** Gloves are not required but will be provided to staff if necessary. Touching your face with contaminated hands, whether gloved or not, poses a significant risk of infection. Wearing gloves does not diminish the need to wash your hands. Please remember to wash your hands properly as it is the number-one defense against any virus. Additionally, the proper removal of gloves reduces the risk of being exposed to contamination.

*Please note that social distancing should still be practiced even with the use of gloves and masks.*

**In addition to using PPE, please remember to:**

- 1.** Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- 2.** Avoid touching your eyes, nose, and mouth
- 3.** Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow



## WORKSPACE/CLASSROOM

GISD will provide daily sanitization using electrostatic disinfectant foggers. Every classroom will include hand sanitizer stations for students and staff use. Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc) throughout the day, giving special attention to commonly touched surfaces.



*Please note that proper equipment such as acceptable disinfectant and PPE should be used when cleaning individual workspaces.*

There will be limited access to certain workspaces to reduce exposure to risks and ensure employee safety. Workspace usage is as follows:

1. **Capacity** – GISD will be monitoring the number of employees and visitors in the offices while the risk of infection exists and begins to diminish.
2. **Cafeteria** – GISD will be limiting the number of students in the cafeteria at one time. This means some classes may eat within the classroom while others eat in the cafeteria. Those eating in the cafeteria will maintain a proper social distance between each student.
3. **Library** – GISD will be limiting the number of students in the library at one time. The librarian will utilize a mobile cart and virtual book request system so students can make requests for delivery to the classroom.

## FACILITIES CLEANING

The safety of our employees and students is our first priority. Upon reopening, our schools have been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. In addition to the deep clean of the office and school before employees and students return, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc. to protect employees and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency stated below.

### GENERAL DISINFECTION MEASURES

Category	Area	Frequency
<b>WORKSPACES</b>	Classrooms, Offices	At the end of each use/day
<b>GENERAL USED OBJECTS</b>	Handles, light switches, sinks, restrooms	Multiple times throughout the day as feasible
<b>BUSES</b>	Bus seats, handles/railing, belts, window controls	At the end of each route; twice daily
<b>COMMON AREAS</b>	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups if possible

The goal is to establish a sanitary baseline before the site opens. The site should be 100% disinfected prior to anyone returning to work.

## GENERAL DISINFECTION MEASURES PROTOCOL

General measures should be followed regularly. GISD will institute more frequent cleaning practices, including additional cleaning by janitorial staff, as well as provide the opportunity for children to clean their own spaces before and after they are used, in ways that are safe and developmentally appropriate. Electrostatic disinfectant foggers will be used daily in all workspaces, hallways, and bathrooms. Electrostatic disinfectant foggers will also be used after each bus route so that buses are sanitized in the morning after student drop-off and at the end of the day.

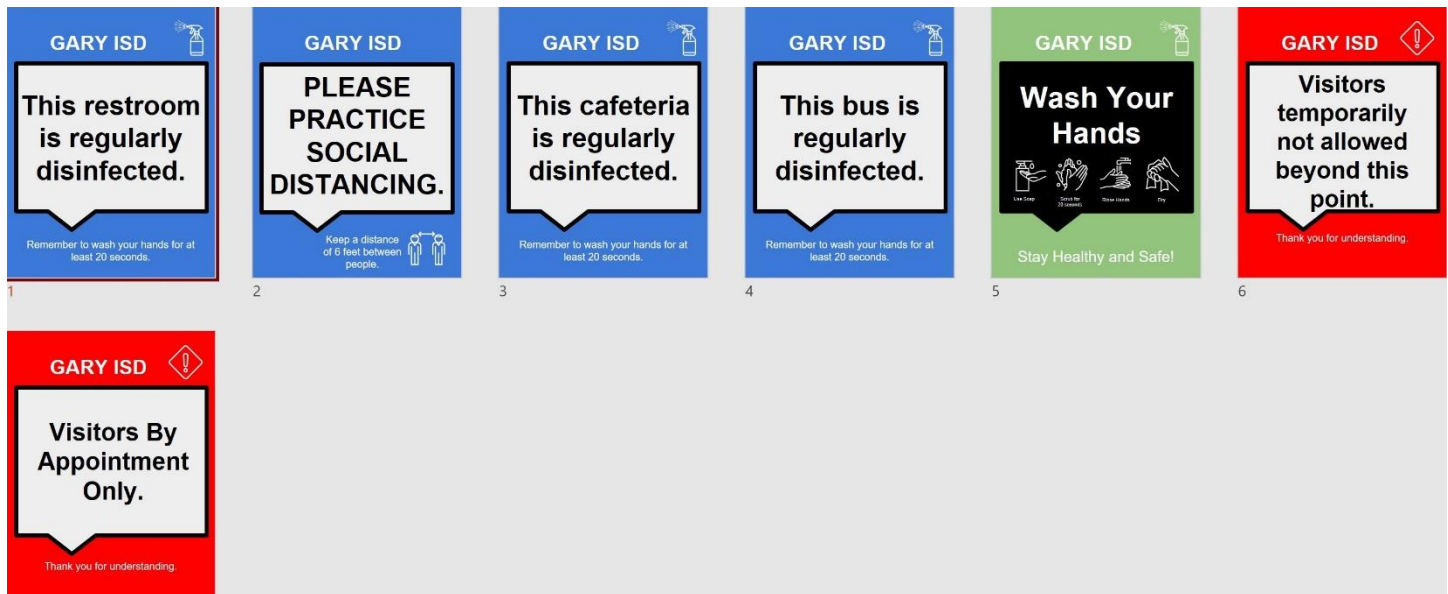
## DEEP CLEANING AND DISINFECTION PROTOCOL

Deep cleaning is triggered when an active employee or student is identified as positive for COVID-19 based on testing. Deep cleaning or closing of immediate area will be performed as soon as a positive test of COVID-19 has been confirmed. While the scope of deep cleaning is presumed to be the full site, sites may reduce the footprint to be deep cleaned if there is sufficient rationale to do so, and they gain consensus of the superintendent and the COVID-19 Crisis Team. Notwithstanding the above, if an active employee is confirmed to have a COVID-19 positive test, in lieu of performing deep cleaning, sites may shut down for a period of 72 hours to allow for natural deactivation of the virus, followed by site personnel performing a comprehensive disinfection of all common surfaces.

- 1.** GISD will close off areas that were heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
- 2.** Notification: GISD will notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate in any on-campus activities.

# SIGNAGE

Signage will be placed throughout the offices and school.



## PRACTICES TO MITIGATE THE LIKELIHOOD OF COVID-19 SPREAD INSIDE THE SCHOOL

1. GISD will have hand sanitizer stations at every entrance and in every classroom.
2. Students, teachers, staff, and campus visitors will be encouraged to sanitize and/or wash hands frequently.
3. GISD will maintain an adequate supply of soap, disinfection, hand sanitizer, paper towels, and tissues.
4. GISD will provide reusable and disposable PPE for all staff and students.
5. Forehead thermometers on-site for employee, student, and visitor screening.



## STUDENT AND TEACHER GROUPINGS

Where feasible without disrupting the educational experience, GISD will encourage students to practice social distancing.

1. In classroom spaces that allow it, we will consider placing student desks a minimum of six feet apart when possible.
2. In classrooms where students are regularly within six feet of one another, GISD will plan for more frequent hand washing and/or hand sanitizing and will consider whether increased airflow from the outdoors is possible.

## ENTRY AND EXIT

TEA has mandated that campuses plan for entry, exit, and transition procedures that reduce large group gatherings (of students and adults) in close proximity. Therefore, elementary students in car drop-off may only enter the campus from the elementary cafeteria after temperature screening. Elementary students may also enter from the main entrance after 7:30 am with a parent walk-up. Secondary students eating breakfast may enter from the cafeteria. Those secondary students choosing not to eat will enter at the high school main entrance.

## STUDENT ARRIVAL AND DISMISSAL

Students may be dropped off as early as 7:00 am at the cafeteria entrance. Parents may not leave until their student has passed the screener. Parents/guardians are asked to stay in their cars unless walking their elementary student to the main office after 7:30. We ask that parents make appointments and if necessary, return at a time when students and staff are inside the classrooms. At dismissal, students will be staggered in groups to holding locations or taken to buses in stages to decrease the risk of potential crowding outside at dismissal time

## SAFETY SUPPLIES

The district has purchased several safety items:

1. **Telethermographic System** - which converts infrared radiation into body temperature measurement.
2. **Touchless Forehead Thermometers**
3. **Face Coverings**
4. **Electrostatic Disinfectant Fogger**

Texas Education Agency is supplying GISD with the following:

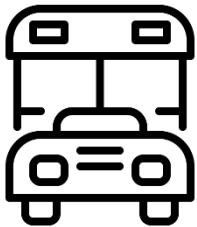
1. 5,630 masks
2. 2,482 gloves
3. 3 thermometers
4. 53 gallons of hand sanitizer



## BUS DRIVERS/BUS PROTOCOLS

Bus drivers or custodial staff must disinfect the buses at a minimum:

Right after the morning and afternoon routes



Bus drivers must not report to work if they suspect they are sick or if they have symptoms such as fever or difficulty breathing, or have been in contact with other people who have any confirmed respiratory illness or disease the last 7 days. GISD will place hand sanitizer at the entry of all buses. When possible, windows will be opened to allow outside air to circulate the bus. Parents are encouraged to drop students off, carpool, or walk their student to school to reduce possible virus exposure on buses.

## COVID-19 CASE FORM

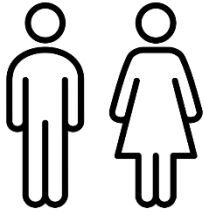
If an employee or student becomes ill on campus/district, he/she will immediately report to the district **nurse's isolation room** and the case form will be completed.

Once the employee or student arrives at the isolation room, immediately provide them with a mask and gloves. Explain that this is to help protect other employees and students and prevent the spread of the potential virus.

- The nurse must complete the **HANDOUT: Suspected COVID-19 Case Form** and call the local health authority and seek advice regarding transportation and location.
- The nurse and others attending the suspected infected person, should also wear a protective mask and gloves while working with the suspected infected person.
- The nurse will direct the ill employee to leave work or call the parent of the student to be picked up and go home.



- The nurse and campus/district supervisor must identify persons who may have come in contact with the suspected infected person. *Unless required by the local health authority, the name of the employee should not be provided.*
- Advise employees that they may have been in contact with a suspected employee and to carry out self-screening every morning, and based on the results, contact the HR department.
- The isolation area and suspected employee's or student's work area/classroom must be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.



## RESTROOM USAGE DURING THE WORKDAY

Restroom capacity will be communicated to all staff and students. Those waiting for entrance shall maintain social distance against the hallway. Administrators and teachers will monitor restroom as much as possible to ensure social distance is being followed.

## LOCKER ROOMS

While in locker rooms, students are to stay 3 to 6 feet from others as a normal practice. Eliminate contact with others, such as handshakes. Avoid touching surfaces touched by others to the extent feasible. Avoid anyone who is coughing, sneezing or appears to be sick. Locker rooms will be sanitized daily.

## VISITORS ON CAMPUS

The safety of our staff and students remains the district's primary concern. To help prevent the spread of the virus and reduce the risk of exposure to our staff and students, we are conducting a simple screening questionnaire along with temperature checks. Participation is important to help us take precautionary measures to protect you and everyone in the building. Visitation to GISD should be limited to only those essential to school operations or student success. All visitors will be asked to wear a face covering of some type. **HANDOUT: VISITOR SELF-SCREENING FORM / Self Declaration by Visitor**

## CAFETERIA AND MEAL PERIODS

Students may bring their own meals or be served individually plated meals. Grade levels will be spaced throughout the cafeteria and campus to create distance between students.

GISD will use disposable food service items.

We are asking that individuals limit their lunch visits at this time. Cafeteria staff will be trained in COVID-19 safety protocols. Students will enter cafeteria and immediately sit down. Students will

be directed when they may enter food service line so as to prevent large gatherings. High surface areas will be disinfected between service periods and use.

GISD will utilize outdoor picnic spaces (weather permitting) and common areas of the buildings to allow for adequate dining space.

## MODIFIED ARRANGEMENTS

1. Space seating/desks at least 6 feet apart when feasible.
2. Turn desks to face the same direction, or have students sit on only one side of tables, spaced apart when feasible.
3. Create distance between children on school buses.
4. Limit common areas such as cafeteria, library, playground, etc.

## SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF

The district/campus counselors will develop videos and resources for parents and teachers to access. The counselors will work with students individually or in small groups to address any well-being needs.

## STAFF AND STUDENT TRAINING

1. **Pre-Return to School Training** - Presented to staff to ensure understanding and preparedness to align with this manual
2. **First Day Training/Orientation** - On the first day of school, GISD will provide instruction to students on appropriate hygiene practices.
3. **Cleaning Crew Protocols** - Disinfection methods, comprehensive cleaning training

It is very important that all employees understand the safety requirements, protocols, and expectations to ensure everyone and their communities stay safe and prevent the spread of the virus.

We will structure the training plan to effectively disseminate information to all teams and audiences.

## Content Covered:

- All training topics can be reinforced with signage in the buildings.
- School/District checklists
- Response Teams
- Disinfection Measures
- Transportation
- Isolation protocols
- On site health screening
- Daily self-screenings
- Visitors
- Cleaning Crew Protocols



## COMMUNICATION METHODS

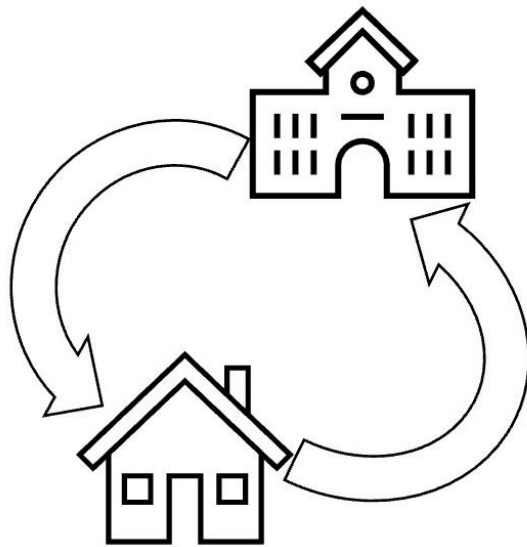
To stay updated on the most up-to-date information:

1. Teachers, students, and parents need to check their email often.
2. Visit our district website
3. Follow our social media platforms
4. DoJo and Google Classroom

## ISD EMPLOYEE RIGHTS- SICK LEAVE

The Families First Coronavirus Response Act (FFCRA or Act) requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April , 2020 through December 31, 2020. Please refer to the following site: [Families First Coronavirus Response Act: Employee Paid Leave Rights](#)

# **SECTION II: ACADEMICS AND HOME-BASED LEARNING**



## PARENT COMMITMENT

Parents will be asked to commit to either on campus or remote instruction no later than two weeks before the start of the school year. GISD may choose to limit the student's return to an on-campus setting at the end of a grading period. The district will not require a student to remain in remote instruction for more than one grading period. However, a student who begins receiving remote instruction as a result of staying at home to isolate from COVID-19 exposure should be permitted to return to campus at the end of their isolation period, as opposed to the end of a grading period.

## ELECTIVES

Some elective courses may have coursework that can only reasonably be completed in person, even if some components of the course could be taught virtually (e.g., welding). These courses will be made available to students who are otherwise learning virtually, although the district can require a student to come to campus to complete a required assignment or project for an elective course if the course requires assignments that cannot be reasonably completed remotely. Some courses may require a student to obtain equipment from campus in order to complete coursework virtually. GISD will communicate which courses have on-campus requirements before the start of the course that failure to complete the required on-campus assignment could cause the student to not be awarded course credit. This notification will ensure students have an option to select courses that can be completed remotely if desired. In this case, it is appropriate for students whose parents wish for them to remain fully remote to choose different electives that can be satisfied in a fully remote setting. Failure to appear on campus to complete on-campus assignments could also result in absences that could subject the student to the 90/10 minimum attendance for class credit requirement.

## GRADING POLICY

### **Grading and Attendance**

To receive credit and attendance for the courses for this school year students are expected to complete the assignments. The grading policy is located in our campus handbooks. Grading policy will be the same for home learning as it is for on-campus learning.

### **Completion Protocols**

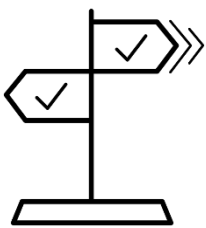
Students not making progress, not completing academic assignments or opting not to participate during the school year, will be eligible for summer school or virtual summer school. For promotion to the next grade level, students will need to have completed the requirements outlined in this grading policy. A Grade Placement Committee (GPC) will be formed for any student at risk for being retained.

# RECEIVING AND RETURNING STUDENT WORK IF DISTRICT CLOSES

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

The district will use Google Classroom for grades 2-12 and DoJo for PK-1. Google Classroom, DoJo, and email will be our main communication method for parents to be able to contact the classroom teachers.

If the family is able to access the internet, effectively all activities should be done online, which will eliminate any public health risk associated with providing instructional support.



## PATHWAYS FOR ONLINE INSTRUCTION

The framework below outlines two primary pathways for the school and families to assess and evaluate. As more details evolve, the district will share via the district website, email, and social media. As GISD prepares for a new school year, we will continue to monitor and follow local, state, and federal requirements.

- 1. Pathway 1: Students and Staff Return On Time and On Campus August 12** - We are preparing for re-entry. The buildings, classrooms, and teachers are preparing instruction and safety protocols for our students to be on campus. A safety protocol plan will be published on the website for all stakeholders to review. Pathway 1 means students will return to the classroom on August 12 depending on closure orders from national, state, or local agencies. Having all students on campus is our goal. It is the best instructional approach allowing us to meet student needs- academically, socially, and emotionally. Students attending instruction on campus will also have the ability to participate in extracurricular activities.
- 2. Pathway 2: Remote Learning (Technology & Internet Required)**
  - Synchronous Instruction**
    - Two-way, real-time, virtual instruction between teachers and students.
    - Students who are not logged into the class are marked absent. Truancy is monitored.
    - Grading policy will be consistent with those used on campus and in the handbook prior to COVID-19 for all assessments and assignments.
    - Teachers will address the same required curriculum as being presented in the classroom.

## Texas Education Agency System of Student-Focused Checks and Balances

1. Daily attendance will be taken.
2. Remote work will be graded consistent with on campus practices.
3. Academic accountability returns in 2020-21.

## ATTENDANCE AND ENROLLMENT

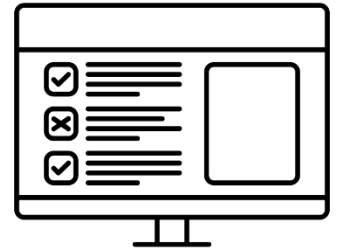
Per Texas Education Code TEC, 25.092, students must attend 90% of a course in order to be awarded credit for the course and/or to be promoted to the next grade level. This requirement remains in force during the 2020-21 school year. Given the public health situation, student attendance may be earned through the delivery of virtual instruction.

## TECHNOLOGY DEVICES AGREEMENT

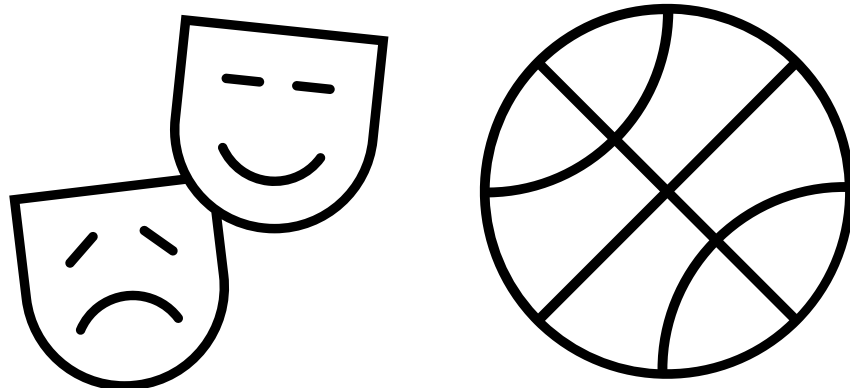
Technology devices will be issued to families requesting a device and signing the **District Issued Device Agreement Form**. This form outlines the acceptance and agreement to adhere to the guidelines and responsibilities of the device protection plan. Students will be charged a lending fee of \$50 per device. If the device is lost or deemed to be damaged due to negligence as defined by school administration, replacement and/or repair cost may be assessed.

## SURVEY RESULTS

- Families participated in a Gary ISD Stakeholder Input Survey.
- Results: 163 participants/responses
- 89.6% of participants favored on campus school adhering to the guidelines set forth by the CDC and local and state officials.
- 9.8% participants favored distance learning by GISD teachers delivering the instruction virtually.



# **SECTION III: EXTRACURRICULAR AND DISTRICT-WIDE PLANNING**





Participation in extracurricular activities on campus must align with UIL and non-UIL activities. Use of facilities must be done consistently with the governor's executive orders. GISD will plan for entry, exit, and transition procedures that reduce large group gatherings. Staggering start and end times, assigning students to enter or dismiss from different entrances/exits, and social distancing will be enforced. Parents are encouraged to remain outside during drop-off and pick-up.

## ATHLETICS, AG, CHEER, THEATRE and MORE

When feasible and appropriate, it is preferable for students to gather outside, rather than inside, because of likely reduced risk of virus spread outdoors. GISD will continue to offer extracurricular activities at our discretion and consistent with TEA's guidance and with the guidance of UIL.

GISD will consider eliminating assemblies and other activities that bring large groupings of students and/or teachers and staff together. Consideration is based on local conditions and health advice.

- 1. Pep Rally** - Depending on the direction of UIL requirements, and local, state, and federal regulations, Pep Rally schedules will be modified to limit large crowds and adhere to social distancing.
- 2. GISD extracurricular activities, Theatre, Ag** - Students and staff will be trained in COVID-19 safety protocols. All participants, coaches, and directors will follow rules established by the University Interscholastic League (UIL) and the Texas Education Agency (TEA).
- 3. Elementary Physical Education and Athletics** - Physical education is required every day. Exercise hand sanitizer hygiene before and after participating. We will use outdoor activities as the weather permits and facilities allow.