

***Brookesmith Independent School District***  
***2020 – 2021 Return to School Plan***  
***Brookesmith Campus***  
***August 10, 2020***

Brookesmith ISD is committed to the health and safety of every student and staff member as well as our community. We will follow the guidance and best practices of the Center for Disease Control (CDC), Texas Department of State Health Services (TDSHS), Brown County Health Department, Texas Education Agency (TEA), and local governance. This plan has been prepared based on TEA guidance and Texas Governor Executive Order GA-29 regarding the wearing of masks. The document will be updated as government mandates change.

As we designed this plan, we worked hard to protect the health of all students and staff while creating a challenging instructional experience that fits Brookesmith ISD. There are still a lot of unanswered questions, but we must start now. These guidelines may change significantly before the school year starts on Tuesday, September 1, 2020.

**The plan includes:**

- Detailed health and safety protocols designed to protect students and staff as much as possible.
- Information on parental choice of face-to-face instruction or remote instruction.
- Restrictions and guidance covering multiple topics such as screening protocols for staff and students, visitor guidelines, masks in line with Governor’s Executive Order GA-29, non-essential large group gatherings, responses to exposure, etc.

FACE-TO-FACE INSTRUCTION	REMOTE INSTRUCTION
<ul style="list-style-type: none"> <li>• All courses offered</li> </ul>	<ul style="list-style-type: none"> <li>• All core courses offered-most electives offered (some require face-to-face components for selection)</li> <li>• Daily tech support</li> </ul>
<ul style="list-style-type: none"> <li>• All extracurricular options available following UIL and TEA guidance</li> </ul>	<ul style="list-style-type: none"> <li>• Some extracurricular options available following UIL and TEA guidance</li> <li>• Some activities require face-to-face component; remote not available</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Daily</b> attendance with minor exceptions, students must be present 90% of a course to get credit</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Daily</b> attendance/engagement with minor exceptions, students must be present 90% of a course to get credit</li> </ul>

<ul style="list-style-type: none"> <li>Engage, complete, and turn in assignments <b>daily</b></li> </ul>	<ul style="list-style-type: none"> <li>Engage, complete, and turn in assignments <b>daily</b></li> </ul>
<ul style="list-style-type: none"> <li><b>Regular grading</b> policies apply</li> </ul>	<ul style="list-style-type: none"> <li><b>Regular grading</b> policies apply</li> </ul>
<ul style="list-style-type: none"> <li>Lunch and breakfast served</li> </ul>	

### **Instructional Delivery Options**

Brookesmith ISD is committed to providing rigorous, TEKS-based instruction to all students whether they attend school face-to-face or select remote instruction. We recognize that this may be a challenging year, but we are embracing the opportunity to expand and maximize learning for all students. Toward that end, we will offer face-to-face instruction and remote instruction for all students for the 2020-21 school year.

We will ask parents to inform the school district if they select remote learning as their preferred method of instruction as part of the student registration process no later than Wednesday, August 19, 2020. We need to be able to assign teachers to students/classrooms as soon as possible. The sooner we have numbers, the sooner we can make necessary assignments.

**Once parents select an instructional model, the student will remain in that setting until the end of the six week grading period.**

**Reminder:** The first day of school is Tuesday, September 1, 2020.

### **Public Health Statement**

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

### **Attendance and Enrollment**

- Brookesmith ISD will be required to record DAILY attendance in face-to-face and remote learning models. This requirement means students must have documented daily engagement to be counted present for credit purposes.
- Per Texas Education Code (TEC) 25.092, students must attend 90 percent of a course (with some exceptions) in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in effect during the 2020-2021 school year.
- When available, BISD will provide parents notice of their public education enrollment and attendance rights and responsibilities during the COVID-19 pandemic using a document published by TEA.

### **Facility Rentals & After-School Events**

- Any outside organizations will not be able to use the school’s facilities until further notice.

## **Large-Group Gatherings & Special Events**

To begin the fall semester, BISD will avoid scheduling non-essential large group gatherings and events where adults and students must commingle or where students would be unnecessarily exposed to the virus in public places such as field trips, assemblies, dances, public pep rallies, PTC events, etc.

## **Communication**

- Brookesmith ISD will continue to inform key stakeholders regularly while offering opportunities for feedback to help shape the BISD 2020 Fall Plan.
- The District and campuses will communicate official BISD news using Remind, websites, and the schools Facebook page.

## **FACE-TO-FACE INSTRUCTION**

The key to returning to successful, sustained in-person instruction will be our commitment to health and safety guidelines (below). In-person instruction will resume on September 1, 2020. Students will follow regular schedules and course assignments. We support [The American Academy of Pediatrics](#) guidance that strongly advocates for policy considerations for the coming school year that starts with the goal of having students physically present in school. They further state that “Schools are fundamental to child and adolescent development and well-being.”

## **Safety Guidelines for Face-to-Face Instruction**

The District has budgeted for the necessary cleaning and sanitization supplies needed to open schools in September. The Texas Education Agency also provided additional supplies to school districts. All classrooms will be equipped with hand sanitizer, and bathrooms will be stocked with soap and paper towels. Parents do not need to send additional cleaning supplies to the campuses. All students will receive instruction on the first day of school on appropriate hygiene practices and mitigation strategies and will be reinforced throughout the school year. We have faith that our students will embrace doing their part to keep their home and school families safe.

## **General Health & Safety Protocols**

- Schools staff will be trained in COVID-19 safety protocols.
- Disinfectants will be used for deep cleaning campuses.
  - The District will store these products safely and ensure that harmful cleaning products are not used near children.
- Students, teachers, staff, and essential campus visitors/volunteers will be encouraged to sanitize and wash hands frequently.
- Tissues will be provided in classrooms and common areas to encourage students and staff to cover coughs and sneezes with a tissue, and if not available, to cover with their elbows. Used

tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

- Social distancing and safety signage will be added and visible throughout school facilities.
- No outside visitors or parents will be allowed to come to school for lunch at least during the fall semester.
- Visitors will be limited, at least during the fall semester. NOTE: essential visitors scheduled for Work at a campus will be pre-screened for temperature/symptoms before admittance on campus.
- Brookesmith ISD is permitted to prevent any individual who fails the health screening criteria from being admitted to the campus until they meet the criteria for re-entry to the campus.
- Students will utilize backpacks instead of hallway lockers, at least during the fall semester, to help ensure social distancing/space between students. We encourage students not to use lockers.
- Currently, all locker rooms and shower rooms are “CLOSED.” This guideline could change by the opening of school in September.

### **Health Self-Screening for Staff & Students**

- Students and staff are required to take their own temperatures daily before arriving at school. Anyone with a fever of **100 or higher** should not come to school or a BISD facility. (TEA mandate)
- Students and staff **are required** to self-screen before coming to school by asking the following question (TEA mandate):  
**Have you recently begun experiencing any of the following in a way that is not normal for you?**
  - Feeling feverish or a measured temperature greater than or equal to 100 degrees Fahrenheit
  - Loss of taste or smell
  - Cough o Difficulty breathing
  - Shortness of breath
  - Headache o Chills
  - Sore throat
  - Shaking or exaggerated shivering
  - Significant muscle pain or ache
  - Diarrhea
- Students and staff may be subject to periodic temperature checks for verification, especially if they are feeling ill or suspected of having a fever during the school day.
- Students will be screened before entering the bus by the driver and for those students not riding the bus they will be screened at the front doors of the Elementary and the Junior High/High School building.
- Bus Drivers and/or school staff will use a touch-free forehead thermometer to check/verify temperatures throughout the day as needed and will immediately send anyone with a **100 or higher** temperature to the school health clinic for temperature verification and symptom check by the school staff. Parents will be encouraged not to leave until driver confirms student(s) are safe to ride the bus.
- Teachers, staff, and students must report to campus/district administration if they 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, teachers, staff, and students must report to campus/district administration if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined in this document, and, if so, must remain off campus until the 14-day incubation period has passed.
- Brookesmith ISD will be pre-screening all contracted workers and essential volunteers before they are allowed entrance on campus.

### **School Health Clinic Procedures**

- School staff will be trained in COVID-19 safety protocols.
- Minor health needs may be handled in the school office area to reserve the health clinic space for students experiencing symptoms or fever.
- Attendance clerks will be trained to communicate the protocol for students/staff that are absent for COVID-19 symptoms.
- Regardless of age, students who come to the school health clinic showing symptoms will be required to wear a mask until their parent arrives to take them home.
- School health clinics will be cleaned and disinfected regularly.

### **Protocols for Individuals Confirmed, Suspected, or Exposed to COVID-19**

Any individual, including teachers, staff, students or other campus visitors who either a) are lab-confirmed to have COVID-19 or b) experience symptoms of COVID-19 (as described in this document) **must** stay at home throughout the infection period, and cannot return to the campus until the school screens the individual to determine if the below conditions for campus re-entry have been met.

#### **Confirmed COVID-19**

If an individual who has been in a school is **lab-confirmed to have COVID-19**, the District must notify the Brown County 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).

In the case of **an individual who is diagnosed with COVID-19**, the individual may return to school when a medical professional certifies **all three** of the following criteria are met:

- 1) at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
- 2) the individual has improvement in symptoms (e.g., cough, shortness of breath); and
- 3) at least 14 days have passed since symptoms first appeared.

#### **Suspected COVID-19**

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

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

- a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, or
- b) receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.

## **Exposed to COVID-19**

### **Close Contact**

*This document refers to "close contact" with an individual who is lab-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual 9 scenarios should be determined by an appropriate public health agency. In general, close contact is defined as: a. being directly exposed to infectious secretions (e.g., being coughed on); or b. being within 6 feet for 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. Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are lab-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming lab test and continuing for 10 days following the confirming lab test.*

**Individuals**, including students, teachers, staff or other campus visitors, and volunteers, **who have had close contact (as defined at the beginning of this document) with someone who is lab-confirmed to have COVID-19**, should stay at home through the 14-day incubation period, and should not be allowed on campus.

Brookesmith ISD school staff will screen individuals after the incubation period has concluded. If the individual did not experience COVID-19 symptoms during that period, the individual could be allowed back on campus. If the individual experienced symptoms, they must stay at home until the conditions outlined above have been met.

## **Bus Transportation Protocols**

- Bus drivers will be trained in COVID-19 safety protocols and will screen students upon entering the bus.
- All drivers, and students in 4<sup>th</sup> grade and above, will wear a mask. Masks for students under 4<sup>th</sup> grade are optional.
- Hand sanitizer is on all buses and is encouraged to be used by students when boarding and exiting the bus.
- Seats, handles, and high-touch areas will be disinfected between morning and afternoon routes.
- When possible, bus windows will be opened to allow outside air to circulate in the bus.

## **Lunchroom Safety**

- Brookesmith ISD plans to utilize the school cafeteria as much as possible for student meals.

NOTE: breakfast will be served in the classrooms and there will be no parents/visitors during lunch, at least for the fall semester.

- Modifications to lunch procedures will be based on what is feasible for each campus and grade. These adjustments will include a combination of staggered schedules, classroom meals, additional lunch periods, rotating groups eating in classrooms and cafeterias, and classes eating together with spacing between groups.
- Cafeteria staff will be trained in COVID-19 safety protocols.
- All cafeteria staff will be wearing masks and gloves while serving students.
- Seats, tables, door handles, and high-touch areas will be disinfected regularly.
- When possible, food items will be prepacked and boxed to minimize face-to-face contact in the cafeteria line.

## **Personal Protective Equipment (PPE) & Masks**

- For this document, 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.
- According to health guidelines released by the Texas Education Agency, masks are not developmentally appropriate for Pre-Kindergarten and Kindergarten students.
- For Pre-K through 3<sup>rd</sup> grade, parents may determine if masks or face coverings are developmentally appropriate. At this time, masks **remain an option** and are not mandated for students in grades Pre- K through 3.
- For 4<sup>th</sup> through 12<sup>th</sup> grade students, masks or face coverings **are required** in accordance with the Governor's Executive Order GA-29 (TEA mandate).
  - Some 4<sup>th</sup> grade students will be nine years old at the beginning of the year. To assist with compliance and safety, BISD requires masks for all 4<sup>th</sup> grade students regardless of age.
- All BISD staff will wear face coverings, masks or shields in accordance with the Governor's Executive Order GA-29.
- Executive Order GA-29 requires a mask except:
  - wherever it is feasible to maintain six feet of social distancing from another person not in the same household;
  - if a person has a medical condition or disability that prevents wearing a face covering;
  - while consuming food or drink, or seated to eat or drink;
  - while exercising outdoors or engaging in physical activity outdoors while maintaining a safe distance from other people not in the same household;
  - while giving a speech to an audience while maintaining a safe distance.

## **Handwashing & Hand Sanitizers**

- Students and staff will be trained in proper handwashing protocols to prevent COVID-19 and the spread of germs.
- Elementary teachers will be encouraged to supervise student handwashing for 20 seconds at least two times each day. In addition, all students will be encouraged to wash hands after using the restroom and before eating.
- Hand sanitizer is available in each classroom and commons areas.

## **Social Distancing Protocols**

- Students and staff will be trained in proper social distancing.
- Signage will be provided to help assist students and staff with social distancing in shared spaces and hallways.
- Social distancing becomes a personal responsibility of each individual attending school or coming to a BISD facility. Anyone causing a disruption or unwillingness to follow BISD safety protocols, putting students/staff at unnecessary risk may be asked to leave the premises immediately.
- Schools will reduce in-person staff meetings or other opportunities for adults to congregate in close settings. When those meetings are necessary and cannot be done via electronic means, everyone must follow the mask protocols in this guidance.
- Whenever possible throughout the day, students and staff will remain six feet apart. It is not feasible that staff and students maintain six feet of social distancing at all times, especially in classrooms and instructional settings.

### **Cleaning & Disinfectant Protocols**

- BISD custodial employees have been trained on COVID-19 safety protocols.
- Cleaning and disinfecting will occur daily in every classroom, commons area, and on high-touch surfaces.
- Every classroom and office area will have disinfectant supplies provided for employees and students to use in high-touch areas throughout the school day.
- The state recommends that each school district provide students the opportunity to clean their own spaces before and after they are used in ways that are safe and developmentally appropriate.
- In addition to cleanings throughout each day, restrooms, cafeterias, and computer labs will undergo extensive cleaning after each day's use.

### **Protocols for Confirmed COVID-19**

The District 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 three days have already passed since that person was on campus.

### **At Home Before School Self- Screening**

- Parents/guardians are required to screen their students for COVID-19 symptoms each day before sending their students to school. Details for self-screening are outlined in this document.
- 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.
  - Children remaining at home will receive remote instruction until the conditions for re-entry are met.
- Any child who has had close contact (as defined at the beginning of this document) with an individual who is lab- confirmed with COVID-19 will receive remote instruction until the 14-day incubation period has passed.

### **Arrival**

- Campus-specific arrival procedures will be created to facilitate social distancing protocols.
- Students will arrive by walk-up, car drop-off, or school bus. Parents/guardians dropping off students will not be able to leave their cars.
  - Elementary students will need to be dropped off by the flag pole at the front door.
  - Elementary students riding the bus will be dropped off at the North door under the awning by Mrs. Bradley's room.
  - JH/HS students will need to be dropped off at the North Door by the portable building.
  - JH/HS students riding the bus will be dropped off at the South door by Mrs. Primrose's room.
- For at least the fall semester, visitors or older siblings, not on the same campus, are not permitted to walk students inside the school building.
- Hand sanitizer will be available at the main entrance to the campus, in classrooms, in the cafeteria, and common areas throughout the campus.
- Free breakfast and lunch will continue to be provided to all Brookesmith ISD students.

## **Dismissal**

- Campus-specific dismissal procedures will be created to facilitate social distancing protocols.
- Campuses may designate staggered dismissal groups. Staggering the groups of walkers, car riders, bus riders, or grade levels will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.
- Parents picking up students during the day will call ahead so that students can be sent to front office and/or accompanied to parent's vehicles upon arrival from the front office.
- Hand sanitizer will be available at the main exit of the campus, in classrooms, in the cafeteria, and common areas throughout the campus.
- Early pick-ups are discouraged before dismissal time.

## **Masks / Face Coverings**

- Under Governor's Executive Order GA-29, staff and 4<sup>th</sup> through 12<sup>th</sup> grade students will wear masks upon entry into any school facility, in classrooms when 6' distancing is not feasible, any time they leave their classrooms such as when going to the bathroom, and any time in transition as students move from one classroom or space to another, and on school buses.
  - Specific mask protocols are included above in the Personal Protective Equipment (PPE) & Masks section.
- Students and staff may provide their own masks. Any masks with designs must be school appropriate (as determined by campus administration).

## **Classroom**

- Teachers will monitor students throughout the day and refer to the school office if symptoms are present.
- Each classroom will have the following:
  - Visual reminders of distancing requirements
  - Refillable hand sanitizer stations
  - Disinfectant in a spray bottle with cleaning cloths provided for employees and students to use in high- touch areas throughout the school day
- In classroom spaces that allow it, desks will be placed a minimum of six feet apart when possible.

- Whenever possible, open windows or otherwise work to improve airflow by allowing outside air to circulate.
- Teachers will:
  - Encourage hand hygiene upon entering the classroom and after group activities.
  - Establish student responsibilities to clean personal areas and materials/supplies with hand sanitizer, disinfectant wipes, and other self-cleaning products
  - Incorporate outdoor teaching when appropriate.
  - Limit the use of shared supplies when possible.
  - Commonly-touched surfaces and supplies in classrooms will be disinfected between different class groups if multiple class groups use the same room.

### **Isolation Protocols** **(Student or Staff displaying COVID-19 Symptoms)**

- When a student has displayed symptoms of COVID-19, the school office will provide a clinical screening 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 by the student's parent/guardian.
- The District will clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as it is feasible.
- District communication will be provided to the teachers, staff, and families of students who had close contact with a COVID-19 positive student or staff member.
- Consistent with school notification requirements for other communicable diseases and consistent with legal confidentiality requirements, the District will notify all teachers, staff, and families of all students on campus if a lab-confirmed COVID-19 case is identified among students, teachers or staff on that campus.
- Staff members displaying COVID-19 symptoms will follow district protocols, including isolation from students and other staff members.

### **Common Areas and Transitions**

- Campus-specific transition procedures will be created to facilitate social distancing protocols.
- Staff and 4<sup>th</sup> through 12<sup>th</sup> grade students are required to wear masks. (TEA mandate)
- When transitioning between classes, students will travel corridors as far to the right as possible.
- Visual markers will 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.
- Where possible, one-way traffic throughout campus corridors may be established.
- Classroom doors will be propped open to reduce high touch areas.
- Access to hand sanitizer will be provided throughout the campus.

### **Water**

- Students may bring water bottles from home. Students will not be able to share water bottles and are encourage to put their name on their water bottle.
- Students may fill their water bottles at school but will be discouraged from drinking directly from the water fountains.

## **Cafeteria**

- Brookesmith ISD plans to utilize the school cafeteria as much as possible for student lunches.  
NOTE: no parents/visitors in cafeteria, at least for the fall semester.
- Breakfast will be served in the student's home room exception for Junior High/High School students they will be served breakfast during 1<sup>st</sup> period between 7:45 a.m. -8:00 a.m.
- Cafeteria staff will be trained in COVID-19 safety protocols.
- Cafeteria staff will enter each student's code as part of "a no touch" procedure.
- All cafeteria staff will be wearing masks and gloves while serving students.
- Seats, tables, door handles, and high-touch areas will be disinfected regularly.
- When possible, food items will be prepacked and boxed to minimize face-to-face contact in the cafeteria line.
- Signage and staff will reinforce physical distance and traffic patterns in the cafeteria.
- Hand sanitizer stations will be available in all cafeterias.

## **Recess**

- We will be working on schedules and routines that teach children to maintain safe distances from each other.
- Children will sanitize their hands at the beginning and the end of recess.

## **Visitors**

- Visitors will be limited, at least during the fall semester. All visitors including essential visitors that are scheduled for work at a campus will be pre-screened for temperature/symptoms before admittance on campus.

## **Parent Meetings**

- ARD meetings, 504 meetings, and parent conferences will be held virtually when needed.

## **Transportation**

- Brookesmith ISD will provide bus transportation options at the beginning of the fall semester as conditions are evaluated and ridership numbers examined.
- Bus Drivers will be trained in COVID-19 safety protocols.
- Each bus/route that has two students from the same household must sit together.
- All drivers will wear masks, and screen each student upon entering the bus.
- Hand sanitizer is on all buses and is to be used by students when boarding and exiting the bus.
- Seats, handles, and high-touch areas will be disinfected between morning and afternoon routes.
- When possible, bus windows will be opened to allow outside air to circulate in the bus.

## **Extracurricular/Athletics**

- Extracurricular participation in certain activities will require a face-to-face component.
- Students and staff will be trained in COVID-19 safety protocols.
- All participants, coaches, and directors will follow the rules established by the University Interscholastic League and the Texas Education Agency.
- Athletic practices and contests will be conducted following safety protocol provided by guidance from Brookesmith ISD, UIL, and TEA.
- UIL guidance can be found on the UIL Website.
- In response to healthcare providers' focus on the COVID-19 pandemic, the UIL recently waived the required pre-participation physical examination for students involved in athletics who already have a physical on file for the 2019-2020 school year. Those students who are new or do not have a physical already on file will be required to get a physical and complete the pre-participation physical examination form BEFORE participating in band/athletics for the 2020-2021 school year.
- Spectator attendance at games and contests may be limited based on TEA and UIL guidelines.
- Postgame sign-out procedures for athletes will be communicated to parents before the beginning of each season.
- Event procedures will be in place to minimize face-to-face interactions.
- Separate entrances and exits may be utilized, and event doors may be propped open to minimize physical contact with handles.
- Spectator seats may be marked or configured in a way to enforce social distancing.
- Concessions or concession sales may be limited to encourage social distancing and to follow health and safety guidelines.

### **When to close a classroom or building**

In the absence of state guidelines Brookesmith ISD will adopt local guidelines for the closure of a classroom or a school building. *We will publicize these decisions and the plan for possible closure once we have more information, which includes consultation with local health authorities.*

#### **Plans will include:**

- Classroom/campus shuts down for cleaning (1-5 days)
  - Pre-K – 5<sup>th</sup> grade
    - Students/teachers shift to remote learning with generalized enrichment lessons for reading and math
  - 6<sup>th</sup>-12<sup>th</sup> grade
    - Students/teachers shift to remote learning with course-specific requirements
- Classroom/campus shuts down because of close-contact (14 days)
  - Pre-K – 12<sup>th</sup> grade
    - Students/teachers shift to remote learning with course-specific requirements

## **REMOTE ASYNCHRONOUS INSTRUCTION**

**Remote asynchronous instruction** refers to a learning experience where students engage in assigned materials remotely and interact with the teacher via the computer or other electronic devices or over the phone. There is pre-assigned work with formative assessments on paper or district-selected electronic platforms. Regular grading policies apply to remote learning.

### **Roles and Commitments from the Students and Parents in remote learning**

STUDENTS	PARENTS / GUARDIANS
<p>Complete daily remote activities and assignments.</p> <p>Participate daily in scheduled learning activities, including intervention and tutorials.</p> <p>Take responsibility for asking for help, asking questions, and taking advantage of tutorial sessions.</p> <p>Turn in school work daily at the direction of the assigned teacher.</p> <p>Show up to any live remote instruction ready to learn, on time, dressed appropriately, and follow online etiquette, including using video and showing your face during class.</p>	<p>Monitor and ask for evidence that your child is on track with assignments and coursework.</p> <p>Check the campus homepage for links to teacher lessons.</p> <p>Provide your child with assistance on their day-to-day activities except for designated independent work.</p> <p>Assist in supporting your child's needs by establishing and managing the daily schedule communicated by the teacher and the campus.</p> <p>Create a designated learning space for your child at home to learn comfortably.</p> <p>Maintain communication with your child's teacher by phone, email messages, and/or online meetings to create a learning partnership.</p> <p>Allow your child to struggle; it is allowed and encouraged! Do not help too much. Becoming independent takes lots of practice.</p>

## REMOTE INSTRUCTION

### PRE-K through 5<sup>th</sup> Remote Instruction

#### PRE-K through 5<sup>th</sup> CORE AREAS

(English, Math, Science, Social Studies)

- There must be daily progress in district-selected electronic platforms.
- There will be daily teacher-student interaction.
- The student must be able to complete and turn in assignments daily.
- The teacher will schedule one-on-one tutorials and intervention time as needed.
- The teacher will have daily interactive sessions to assist students.
- Regular grading policies apply.

Pre-K through 6<sup>th</sup> grade core area teachers will not be responsible for face-to-face instruction and remote instruction.

Teachers assigned to remote learning will work from a campus setting and be responsible only for the students assigned to them.

<b>REMOTE INSTRUCTION</b>	
<b>MIDDLE SCHOOL – 6<sup>th</sup> – 8<sup>th</sup> Remote Instruction</b>	
<p><b>MIDDLE SCHOOL</b></p> <p><b>6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> CORE AREAS</b></p> <p><b>(English, Math, Science, Social Studies)</b></p>	<ul style="list-style-type: none"> <li>• There must be daily progress in district-selected electronic platforms.</li> <li>• There will be daily teacher-student interaction.</li> <li>• The student must be able to complete and turn in assignments daily.</li> <li>• The teacher will schedule one-on-one tutorials and intervention time as needed.</li> <li>• The teacher will have daily interactive with students.</li> <li>• Regular grading policies apply.</li> </ul> <p>Teachers assigned to remote learning will work from a campus setting and be responsible only for the students assigned to them.</p>
<p><b>MIDDLE SCHOOL</b></p> <p><b>6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> NON-CORE AREAS</b></p>	<ul style="list-style-type: none"> <li>• Non-core courses will be offered by remote instruction.</li> <li>• Some CTE courses may require face-to-face sessions.</li> <li>• Teachers will post lessons on Google Classroom, and students will complete work independently.</li> </ul>
<p><b>MIDDLE SCHOOL</b></p> <p><b>HIGH SCHOOL CREDIT COURSES TAKEN IN 6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> GRADE</b></p>	<ul style="list-style-type: none"> <li>• Some elective courses may not be available via remote instruction.</li> <li>• Some CTE courses may require face-to-face sessions.</li> <li>• Teachers will post lessons on a district-approved online learning platform, and students will complete work independently.</li> <li>• There must be daily progress in district-selected electronic platforms.</li> <li>• There will be daily teacher-student interaction.</li> <li>• The student must be able to complete and turn in assignments daily.</li> <li>• The teacher will schedule one-on-one tutorials and intervention time as needed.</li> <li>• Regular grading policies apply.</li> </ul>

<b>HIGH SCHOOL – 9<sup>th</sup> through 12<sup>th</sup> Remote Instruction</b>	
<p><b>HIGH SCHOOL 9<sup>th</sup> – 12<sup>th</sup></b></p> <p><b>CORE AREAS, AP, LOTE</b></p> <p><b>(English, Math, Science, Social Studies, Advanced Placement, Languages other than English)</b></p>	<ul style="list-style-type: none"> <li>• There must be daily progress in district-selected electronic platforms.</li> <li>• There will be daily teacher-student interaction.</li> <li>• The student must be able to complete and turn in assignments daily.</li> <li>• The teacher will schedule one-on-one tutorials and intervention time as needed.</li> <li>• The teacher will have daily live interactive sessions to assist students. <ul style="list-style-type: none"> <li>• Regular grading policies apply.</li> </ul> </li> </ul> <p>Teachers assigned to remote learning will work from a campus setting and be responsible only for the students assigned to them.</p>
<p><b>HIGH SCHOOL</b></p> <p><b>NON-CORE AREAS</b></p>	<ul style="list-style-type: none"> <li>• Some elective courses may not be available via remote instruction.</li> <li>• Some CTE courses may require face-to-face sessions.</li> <li>• Teachers will post lessons on a district-approved online learning platform, and students will complete work independently.</li> <li>• There must be daily progress in district-selected electronic platforms.</li> <li>• There will be daily teacher-student interaction.</li> <li>• The student must be able to complete and turn in assignments daily.</li> <li>• The teacher will schedule one-on-one tutorials and intervention time as needed.</li> <li>• Regular grading policies apply.</li> </ul>
<p><b>DUAL CREDIT, DUAL ENROLLMENT</b></p>	<ul style="list-style-type: none"> <li>• We are currently working with Howard Payne University, Ranger College, Texas State Technical College, and the University of Texas, to coordinate calendars and expectations. More information will be provided as we receive it.</li> </ul>

**REMOTE INSTRUCTION**

**OTHER SERVICES – REMOTE INSTRUCTION**

**SPECIAL EDUCATION**

Parents should rest assured that we are committed to implementing a child's IEP to the fullest extent possible in a remote setting. If there are difficulties with implementation, we will come together and arrive at workable solutions in the best interest of the child.

**TECHNOLOGY DEVICES FOR STUDENTS**

- All 9th – 12th grade Brookesmith ISD students will be issued a district-owned Chromebook.