



GROOM INDEPENDENT  
SCHOOL DISTRICT

*Response to COVID-19*

**Return to School Plan**

**August 17, 2020**

**Updated 08/15/2021**

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

# TABLE OF CONTENTS

SECTION I: SAFETY OF STUDENTS, STAFF, AND VISITORS

SECTION II. ACADEMICS AND HOME-BASED LEARNING

SECTION III. EXTRACURRICULAR AND DISTRICT-WIDE PLANNING

## INTRODUCTION

This plan was created to aid in navigating the re-opening of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions within the district and our community. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), the Texas Department of Health and the 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 as necessary.
2. Implement prevention and mitigation practices to reduce the likelihood that an outbreak occurs on campus.
3. Implement practices to prevent the virus from entering the school.
4. Respond to a lab-confirmed case in the school.



## EXPOSURE DEFINED

**Close contact** of less than 6 feet for more than 15 minutes to a person who has COVID-19 symptoms or a person who has tested positive.

**Close Contact through Proximity and Duration of Exposure:** Someone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, *three individual 5-minute exposures for a total of 15 minutes*). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.

- **Exception:** In the **K–12 indoor classroom** setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.

**This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.**

# 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. This Guide concerns Phase 3.

PHASE	TIMING	ITEMS
PLANNING	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>
PHASE 1	June	<ul style="list-style-type: none"> <li>Implement social distancing protocol and open facilities with limited access/use (Summer School)</li> </ul>
PHASE 2	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>
PHASE 3	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, DSHS, and applicable local agencies</li> <li>Determine what restrictions/guidelines stay in place or are added</li> </ul>
Phase 4	Semi-Annual	<ul style="list-style-type: none"> <li>Revisions to Plan as needed – but minimum of annually.</li> </ul>

## VISITOR RESTRICTIONS

**GISD will limit normal visitation to our campuses at this time.** Only GISD employees are allowed on campus during preparation for reopening. All individuals entering the building **are recommended** to wear face coverings (Subject to Revision as needed). **Individuals proceeding beyond the reception area will be subject to the following guidelines: visitors will be screened**, virtual meetings will be available

whenever possible, visitors and staff will maintain physical distancing for ARD and other meetings in conference areas.

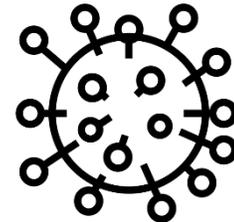
## TRAVEL RESTRICTIONS

GISD will **limit** staff and student travel to conferences and workshops until further notice unless pre- approved by the office of the Superintendent. **We will minimize non-essential travel throughout the year.**

## 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 100.4 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19



### **Updated CDC Guidance on Symptoms (7/28/2020)**

**Any of the following symptoms indicate a possible COVID-19 infection:**

- Temperature of 100.4 degrees Fahrenheit or higher when taken by mouth;
- Sore throat;
- New uncontrolled cough that causes difficulty breathing (or, for students with a chronic allergic/asthmatic cough, a change in their cough from baseline);
- Diarrhea, vomiting, or abdominal pain; or
- New onset of severe headache, especially with a fever

All screening information will be kept confidential by District Staff and the 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 they meet the criteria for re-entry to campus.**

## **SELF-SCREENING PROTOCOL**

**Parents must ensure they do not send their student to school if the child has COVID19 symptoms or is lab-confirmed with COVID-19.**

### **BEFORE COMING ONTO CAMPUSES OR BUSES**

**At the beginning of each school day, parents should screen their student(s) 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. Students will also be screened by district personnel upon arrival at school and/or prior to entry in a district vehicle for transportation to include temperature assessment. Students not meeting screening criteria for admission will be denied admission. GISD is permitted to prevent any individuals who fail the screening criteria from being admitted to the campus or a bus until they meet any of the criteria for re-entry to the campus.**

## **SCREENING GUIDANCE - TEA**

### **Screening Questionnaire Information**

1. When asking individuals if they have symptoms for COVID-19, school systems must only require the individual to **provide a "Yes" or "No"** to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation. School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.
2. Once it is determined that individuals who responded "Yes" to either of these questions have met the criteria for re-entry, school systems must destroy those individuals' responses.

## TRANSPORTATION CHECKLISTS

Sanitation logs will be completed by the Transportation Director after each route. All surfaces must be cleaned with a disinfectant solution. **Bus drivers are encouraged to wear masks or shields.**

## HANDOUT: TRANSPORTATION SANITATION CHECKLIST

1. **Hand sanitizer will be available** at the entry of all buses.
2. Students are **required to maintain social distancing** while on the bus – space at least 6 feet from students from other households.
3. When possible, windows will be open to allow outside air to circulate throughout the bus.

## ARRIVAL AT SCHOOL PROCEDURES

**Arrival at school shall occur no earlier than 7:40 a.m.**

Upon arrival at school, students should **enter at their designated entry while maintaining appropriate social distancing practices. *At this time, masks are highly recommended in areas where social distancing cannot be maintained.* Students will be screened at their entry point.** After screening, they should proceed to the cafeteria, their first period classroom, or other designated area.

**Pre-kindergarten through 3<sup>rd</sup> grade students** shall enter from the **EAST Gym Entrances.**

**4<sup>th</sup> Grade through 8<sup>th</sup> Grades** shall enter through the **SOUTH middle entry at the Principal's Office.**

**9<sup>th</sup> through 12<sup>th</sup> Grades** shall enter through the **SOUTHWEST Entrance** by the Superintendent's Office.

## HEALTH PROTOCOL

If an employee becomes ill at work or another person is exhibiting symptoms of COVID19 at work, they may be asked to leave work and go home or to the nearest health center for evaluation.

Employees returning to work from an approved medical leave should contact the Superintendent's office. You **will 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 all 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 COVID-19 and do not get evaluated by a medical professional or tested for COVID-19, it is assumed that you have COVID-19 and may not return to work/school until the three criteria listed above have been met.~~

~~-OR-~~

~~If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, or (b) obtain an acute infection test at an approved testing location (<http://tdem.texas.gov/covid-19/>) that comes back negative for COVID-19.~~

### UPDATED CDC GUIDANCE (August 2021)

## Quarantine

Quarantine if you have been in [close contact](#) (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, unless you have been [fully vaccinated](#). People who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have [symptoms](#). However, fully vaccinated people should get tested 3-5 days after their exposure, even if they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.

## What to do

- Stay home for 14 days after your last contact with a person who has COVID-19.
- Watch for fever (100.4°F), cough, shortness of breath, or [other symptoms](#) of COVID-19.
- If possible, stay away from people you live with, especially people who are at [higher risk](#) for getting very sick from COVID-19.

## After quarantine

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.

## You may be able to shorten your quarantine

Your local public health authorities make the final decisions about how long quarantine should last, based on local conditions and needs. Follow the recommendations of your local public health department if you need to quarantine. Options they will consider include stopping quarantine

- ***After day 10 without testing***
- ***After day 7 after receiving a negative test result (test must occur on day 5 or later)***

## I think or know I had COVID-19, and I had symptoms

### You can be around others after:

- **10 days since symptoms first appeared and**
- **24 hours with no fever without the use of fever-reducing medications and**
- **Other symptoms of COVID-19 are improving\***

***\*Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation***

## IDENTIFYING POSSIBLE COVID-19 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 possible COVID-19.

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

- **Local Health Department Notified:**
  - If an individual who has been in 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.
- **Areas Closed for Cleaning**
  - GISD will close off areas that were heavily used by the individual with the lab-confirmed case (student, teacher, staff) until the non-porous surfaces in those areas can be disinfected, **unless more than 7 days** have already passed since that person was on campus.
- **Alert Notifications**
  - 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 on any on campus activities.**

## **GUIDANCE IF EXPOSED or SYMPTOMATIC**

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. If symptomatic, isolate yourself in a specific room away from others in your home.



**2. Follow the Updated CDC Guidance on pages 9 & 10 above.**

- ~~3. If simply exposed to a confirmed case of COVID-19, stay at home and monitor for symptoms until **14 days after last close contact** with a confirmed positive individual.~~
- ~~4. Contact the following (in order of priority), let them know you have been exposed to COVID19; then, follow their instructions:
  - ~~▪ **Your healthcare provider**~~
  - ~~▪ **Consult CDC for updated guidance**~~
  - ~~▪ **GISD Administrator (Student or Employee)**~~~~
- ~~5. In the case of an employee, your supervisor will work with HR to determine appropriate next steps.~~
- ~~6. In case of an emergency requiring immediate medical attention, call 911 and let them know you have been exposed to COVID19, then follow their instructions.~~
- ~~7. 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.**~~~~

~~(For More Information, Visit the CDC Website at: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>)~~

## **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 unnecessary contact with others.

## **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

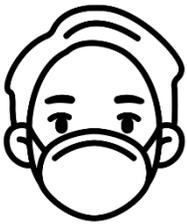
public health agency. **For clarity, close contact is defined as:**

- **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 or more, of a person with COVID-19 symptoms or with lab confirmed COVID-19;**

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

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

## **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/student protection; as well as, personal hygiene, social distancing, and frequent cleaning practices. **The wearing of masks indoors is HIGHLY RECOMMENDED for all persons who are age-appropriate and medically able to wear one.**

*It may be impractical for students to wear masks or face shields while participating in some non-UIL athletic or other extracurricular activities. When it is impractical for students to wear masks or face shields during those activities, schools must require students, teachers, staff, and visitors to wear masks or face shields when entering and exiting facilities and practice areas and when not actively engaging in those activities. Schools may, for example, allow students who are actively exercising to remove masks or face shields, as long as they maintain at least six feet of distance from other students, teachers, and staff who are not wearing masks or face shields. However, schools must require students, teachers, and staff to wear masks or face shields as they arrange themselves in positions that will allow them to maintain safe distancing.*

~~**For students in PK-3 (under 10 years old),** 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 kindergarten and below to wear masks.~~

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

**Gloves:** 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**



## **PERSONAL WORKSPACE/CLASSROOM**

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, phone, etc) throughout the day, giving special attention to commonly touched surfaces.

## **SHARED WORKSPACE**



Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. GISD has alcohol-based hand sanitizers throughout the workplace and in common areas. Cleaning sprays

and wipes are also available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The GISD Custodial Team will clean all workspaces at their designated cleaning time.

***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 in the offices while the risk of infection exists and begins to diminish.
- 2. Conference rooms, break rooms, and copy rooms:** There will be limited access to these rooms.

## **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 off 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**

<b>Category</b>	<b>Area</b>	<b>Frequency</b>
<b>WORKSPACES</b>	Classrooms, Offices	At the end of each use/day
<b>APPLIANCES</b>	Refrigerators, Microwaves, Coffee Machines (Teacher’s Lounge)	At the end of each use/day
<b>ELECTRONIC EQUIPMENT</b>	Copy machines, Shared computer monitors, TV’s, Telephones, keyboards	At the end of each use/day and/or between use

<b>GENERAL USED OBJECTS</b>	Handles, light switches, sinks, restrooms	Multiple times a day
<b>BUSES</b>	Bus seats, handles/railing, belts, window controls	At the end of each use/day
<b>COMMON AREAS</b>	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; <b>between groups</b>

**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.

## **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 should be performed as soon as the confirmation of a positive test, as practical. 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 Administrative and Health Team. Notwithstanding the above, if an active employee is confirmed to have a COVID19 positive test, in lieu of performing deep cleaning, sites may shut down the site for a period of **7 days** 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 7 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 COVID19 case is**

**identified among students, teachers or staff who participated in any on-campus activity.**

## **SIGNAGE**

Signage will be placed throughout the offices and school as appropriate.

## **FOOD DELIVERY LUNCHES & MICROWAVES**

**No outside food or drinks should be brought into the facility with the exception of bottled water and/or a school lunch to eaten in the cafeteria.**

We ask that food deliveries be held to a minimum after the start of the school day. Additionally, ~~during the threat of COVID-19, microwaves will not be available for student use in the cafeteria due to the likelihood of potential infection transmission~~; therefore, ~~students' should bring lunches not requiring the use of a microwave or eat the provided cafeteria meal.~~ The sharing of food between students will not be permitted.

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

1. GISD will have hand sanitizer and/or hand washing stations with soap and water in classrooms.
2. Students, teachers, staff, and campus visitors will be encouraged to sanitize and/or wash hands frequently.
3. The school district will make every attempt to maintain an adequate supply of soap, disinfectant, hand sanitizer, and paper towels.
4. The school district will make every attempt to maintain a supply of gloves and other protective gear.
5. Touchless thermometers will be on-site for employee and student screening.
6. Students, staff, teachers, and visitors should be encouraged to sanitize and/or wash hands frequently. **GISD encourages supervision of younger students as students engage in handwashing for at least 20 seconds two times a day, in addition to washing hands after using the restroom and before eating.**



7. The wearing of masks is **highly encouraged**. Please keep in mind, this requirement could change at any time.

## **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**

Campuses will plan for entry, exit, and transition procedures that reduce large group gatherings (of students and adults) in close proximity (see above "Arrival at School Procedures"). **Parents need to remain outside during arrival and dismissal. Students will enter and exit from the same location.**

## **STUDENT ARRIVAL AND DISMISSAL**

**We ask that parents avoid early drop offs in the mornings.**

Students will arrive by car or bus and will enter at their designated entrance. **Parents/guardians will not be able to leave their cars or enter the building.** We ask that parents make appointments and if necessary, return at a time when students and staff are inside the classrooms. **Staff and students will be encouraged to use masks while in the building (Subject to Change as Necessary).** 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. **Parents who wish to pick up their student before the end of the school day will need to call ahead so students can be sent or accompanied to parent vehicles upon arrival.**

## **SAFETY SUPPLIES**

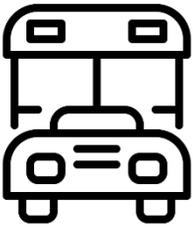
The district has purchased several safety items:

1. **Touchless Forehead Thermometers**
2. **Face masks – Child and Adult Disposable Masks**
3. **Nitrile Powder Free Gloves**

## BUS DRIVERS/BUS PROTOCOLS

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

1. **Right before starting a route to pick up students**
2. **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 within 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/administrator should complete** the **HANDOUT: Suspected COVID-19 Case Form** and notify the student's parent or guardian that they need to be picked up from school - in the case of an employee, they will be sent home – **NOTE: Students or Employees sent home for COVID-like symptoms must meet the reentry criteria for readmission to school. (page 9 & 10 above)**
- 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 and **campus/district supervisor must identify persons who may have come in contact with the suspected infected person.**
- Advise employees that they may have been in contact with a suspected employee/student 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**

Establish **maximum capacity** for the facility that allows for social distancing.

## **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.

## **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. Participation is important to help us take precautionary measures to protect you and everyone in the building. **GISD will restrict visits during the school to only those essential to school operations.**

## **CAFETERIA AND MEAL PERIODS**

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

**No parents/visitors during lunch at this time.** A lunch visitor process will be developed for parents and guardians at a later date. Cafeteria staff will be trained in COVID-19 safety protocols. Classes will go to lunch on a staggered schedule to minimize the number of students in the cafeteria each period. **All cafeteria staff will be wearing masks and gloves while serving students. High surface areas will be disinfected**

**between service periods and use.**

Additionally, during the threat of COVID-19, ~~microwaves will not be available for student use in the cafeteria due to the likelihood of potential infection transmission~~; therefore, students' should bring lunches not requiring the use of a microwave or eat the provided cafeteria meal.

## **MODIFIED ARRANGEMENTS - CLASSROOMS**

- Space seating/desks at least 6 feet apart when feasible.
- **Turn desks to face the same direction**, or have students sit on only one side of the tables, spaced apart when feasible for instructional purposes.
- Create distance between children on school buses.
- Stagger use of common areas and playgrounds and clean/disinfect between use.

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

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

## **STAFF 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:**

- 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:

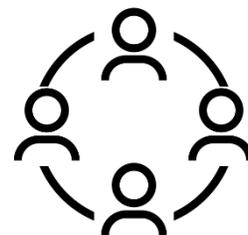
1. Teachers, students, and parents need to check their email often.
2. Visit our district website
3. Follow our social media platforms
4. **Sign-up for district texting service** (Tap-Tap Direct)



# SECTION II:

## ACADEMICS AND HOME-BASED LEARNING

**GISD developed a COVID-19 Task Force Committee** to organize and develop systems in place for the district's reopening. The committee members were selected from various departments and grade levels to get a diverse set of knowledge and skills.



## **2021-2022 Revision**

As per Board directive and revisions by the State of Texas and the Texas Education Agency, there is currently **no provision for on-line (virtual) instruction in the 2021-2022 school year**. However, Groom ISD will make every attempt to provide continued instruction to students that are required to quarantine during the school year. This may be done via virtual instruction and/or paper packets at the discretion of the teacher.

## **~~PARENT COMMITMENT~~**

Parents will be asked to ~~commit to either on campus or remote instruction no earlier than two weeks before the start of the school year. GISD will limit the student's return to an on-campus setting to the end of a grading period.~~ The district will not require a student to remain in remote instruction for more than one grading period. **~~Exception: a student who begins receiving remote instruction as a result of staying at home to isolate from COVID19 exposure will 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 course credit and attendance credit for the courses for this school year students are expected to complete daily assignments; review daily course notes, handouts, lectures, and instructions; and master course assessments. 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~~**

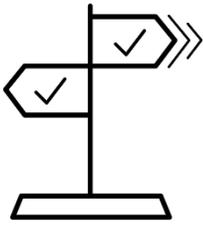
~~Students not making progress, not completing academic assignments or opting not to participate during the school year, will be eligible for summer school or virtual summer school. For promotion to the next grade level, students will need to have completed the requirements outlined in this grading policy. 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 and Wisdom LMS for grades PK-12. Google Classroom 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 TO 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 Campus, in person, August 17** 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 17 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 Required)**

▪ **Asynchronous Instruction**

- Not live or in person; pre-recorded lessons; students complete work on their own; self-guided using tech devices. All grade levels are eligible. **Students not engaged in daily lessons will be marked absent and are subject to state attendance regulations. Students will be expected to have daily contact with their teachers via remote platform at a time assigned by their teacher.** “Engaged” is defined by TEA/District as **educational progress in the district’s learning management system (LMS), progress from teacher-student interaction** each day, completing an acceptable number of engagement minutes in daily learning activities, and **assignments are turned in daily.** 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. **Students will be**

~~expected to spend the following amount of time engaged in learning activities **DAILY** as logged by the LMS:~~

- ~~• **PKG — 120 Minutes (2 Hours)**~~
- ~~• **Kg — 5<sup>th</sup> Grade — 180 Minutes (3 Hours)**~~
- ~~• **6<sup>th</sup> — 12<sup>th</sup> Grade — 240 Minutes (4 Hours)**~~

### ~~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 2020-2021.~~

## **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 2021-2022 school year.

## **TECHNOLOGY DEVICES AGREEMENT**

Technology devices will be issued to families requesting a device and signing the **District Technology Acceptable Use Form**. This form outlines the acceptance and agreement to adhere to the guidelines and responsibilities of the device protection plan. 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.

# SECTION III:

## EXTRACURRICULAR ACTIVITIES

**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 and local/regional health needs. GISD will plan for entry, exit, and transition procedures that reduce large group gatherings. Parents are encouraged to remain outside during drop-off and pick-up.

## **ATHLETICS, MUSIC, CHEER, AG, 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 may be modified to **limit large crowds**, adhere to social distancing and located on the football field, weather permitting.
- 2. GISD extracurricular activities, 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. Students will exercise hand sanitizer hygiene before and after participating. We will use outdoor activities as the weather permits and facilities allow.