

Texas City ISD is committed to providing rigorous, TEKS-based instruction to all students whether they attend school in person or select a remote instructional setting. 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 remote/virtual and face-to-face instruction for all students for the 2020-21 school year. Beginning August 24, all students will complete three weeks of remote/virtual instruction. On September 14, students will have an option to continue remote/virtual instruction or start face-to-face instruction on campus.

As we plan for the upcoming year, Texas City ISD will follow pertinent guidelines and commits to the following:

1. The health and safety of our students, staff, families and community is our top priority.
2. Every decision made will take into consideration the latest guidance and direction from local, state and federal authorities on operational considerations during the school day.
3. Texas City ISD will provide the highest quality instruction to all students regardless of the circumstances.
4. Texas City ISD will support the well-being of each student and every program.

**Student Health Protocols:**

* Parents and students should do a daily self-evaluation prior to coming to school or boarding school transportation.
* Students will be instructed on appropriate hygiene practices consistent with the mitigation practices used in TCISD, on the first day the student attends school on campus.
* Students should practice appropriate social distancing, hand hygiene, and respiratory etiquette.
* Students should regularly wash their hands when reporting to school and after using the restroom.
* Students will be trained on proper handwashing techniques to be utilized at appropriate times throughout the school day.
* Students should maintain 6 feet distancing from others. If this is not possible, face covering should be used.
* Students (unless prohibited by a documented medical condition or disability) will wear non-medical grade face masks, covering nose and mouth, while in indoor common spaces, per the governor’s executive order. TCISD is extending this to include students under the age of 10.

**Employee Health Protocols:**

* All Texas City ISD employees will be required to complete a self-screening upon arrival.
* Employees shall know, understand and practice methods to protect themselves and others form COVID-19 at work. Training will be provided on all protocols outlined by TEA and adopted by TCISD.
* Employees must practice appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
* Employees will regularly wash their hands when reporting to work and after using the restroom.
* Employees will maintain 6 feet distancing from others. If this is not possible, face coverings must be used.
* Employees will use non-medical grade face masks, covering nose and mouth, while in indoor common spaces, per the governor’s executive order.
* Employees who return to work after exhibiting fever will have their temperature taken at work for three consecutive days.

**Individuals Confirmed 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 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:

* In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
  + At least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
  + The individual has improvement in symptoms (e.g., cough, shortness of breath); and
  + At least ten days have passed since symptoms first appeared.
* In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
* 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) 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 found at <https://tdem.texas.gov/covid-19/>.

**Identifying Possible COVID-19 Cases on Campus**

* Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian.
* Schools should clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
* Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

**Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School**

* If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify the [Galveston County Health District](https://www.dshs.state.tx.us/regions/2019-nCoV-Local-Health-Entities/), in accordance with applicable federal, state, and local laws and regulations, including confidentiality requirements of the [American with Disabilities Act (ADA)](https://www.eeoc.gov/laws/guidance/pandemic-preparedness-workplace-and-americans-disabilities-act) and Family Educational Rights and Privacy Act (FERPA).
* Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
* Consistent with school notification requirements for other communicable diseases, 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.

**Arrival/Dismissal/Transitioning**

Campuses will plan for entry, exit and transition procedures that reduce large groups of students in close proximity. Each campus will notify parents of their procedures.

**Arrival**

* Students will report directly to classrooms whenever possible.
* All areas of the building (gym, cafeteria, larger classrooms, common areas, etc.) will be utilized to limit the size of student groupings.

**Dismissal**

* Campuses will implement staggered release procedures.
* Students will be released from their classroom whenever possible.

**Transitioning**

* All Texas City ISD campuses will operate on a schedule to limit student transitioning during the instructional day.
* Students in grades PK-2 will be self-contained with one teacher.
* Students in grades 3-4 will have a maximum of two content teachers. Students will remain in one classroom and teachers will rotate to limit student transitioning.
* Students in grades 5-12 will have a campus schedule designed to limit student transitioning during the school day.
* Considerations will be made at all levels based on student needs.

**Meal Service**  
All child nutrition staff will use PPE while performing job responsibilities and will be trained to practice health and hygiene regulations. ***To ensure the safety of students and staff, no outside food deliveries will be accepted. Visitors will not be allowed during breakfast/lunch times.***

**Breakfast**

* Students will eat breakfast in classrooms whenever possible.

**Lunch**

* Students will utilize the cafeteria for lunch on a limited basis, if available.
* When/If reporting to the cafeteria for lunch, students will be released on a staggered schedule.
* Lunches will be “Grab and Go.”
* Cafeteria, serving, and eating areas will be cleaned between uses.

**Transportation**  
***As a response to COVID, Texas City ISD encourages all families, with the ability to do so, to transport children to and from school.*** Bus transportation will be offered; however, the standard number of transported students compromises the ability to socially distance. ***For this reason, students utilizing bus transportation will be required to utilize face coverings.***

Students will be required to pre-register for bus transportation by August 3, 2020 in order to ensure transportation services.

* Bus seating will be assigned.
* Students will use hand sanitizer upon boarding the bus.
* Bus drivers will wear face covering.
* Riders will be kept as far apart as possible while riding the bus.
* Students (unless prohibited by a documented medical condition or disability) will need to use non-medical grade face masks, covering nose and mouth while riding the bus.
* Each bus will be sanitized between routes.
* Transportation staff will be trained in proper sanitation procedures.
* All Texas City ISD vehicles will be equipped with sanitation and cleaning supplies.
* Encourage families to transport their children to and from school.

**Campus Organization/Procedures**

**In the classroom setting:**

* Students will be seated with as much separation as feasible without disrupting the educational experience.
* Students (unless prohibited by a documented medical condition or disability) will wear non-medical grade face masks, covering nose and mouth, while in indoor common spaces.

**Health and Hygiene Practices**

* Hand sanitizer stations will be at the entrances of each facility.  Hand hygiene will be provided in classroom settings where feasible.
* Students and staff will be instructed in proper handwashing techniques to be utilized at appropriate time throughout the school day.
* Students and staff will be trained in proper health hygiene and disease transmission prevention measures.
* Signage for proper hygiene practices will be posted throughout the buildings, in the restrooms, and at the entrances.

**Campus cleaning plan:**

* Campuses will be cleaned throughout the instructional day.
* Custodial staffing will be realigned to allow for ongoing cleaning of frequently touched surfaces during the instructional day.
* Classrooms will be equipped for cleaning between changing student groups.
* Cleaning products will be properly stored when not in use.

**Extra-Curricular/Co-Curricular/Non-Academic Activities:**

* Athletics and Extracurricular Activities will be conducted in alignment with UIL guidelines.
* Non-UIL activities will follow the same COVID-19 related guidelines as UIL activities.
* No indoor Pep-Rallies, assemblies, or other large gatherings will be permitted during the Fall Semester. Spring Semester will be determined based on guidance.
* Any student social activities (i.e. dances, celebrations) will be evaluated and planned according to current guidance and direction from local, state and federal authorities.
* Field trips will not be planned until school returns to normal standards.
* Hand Washing or Hand Sanitation stations must be available for any activity.
* Use of face coverings should be implemented as feasible.

**Visitors/Deliveries/Miscellaneous**

* To limit exposure, informal campus visits will be restricted (including during meal time).
  + Essential meetings will be done by appointment or through a virtual format.
  + In the event an individual visits a campus, they must wear a mask and pass a screener with temperature monitoring to access a school campus.
* To ensure the safety of students and staff, no outside food deliveries will be accepted (i.e. food, gifts, doordash, etc.).

**Instructional Model**

Texas City ISD recognizes 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 remote/virtual and, when appropriate, face-to-face instruction for all students for the 2020-21 school year. We will begin this school year on August 24 with three weeks of all virtual instruction. On September 14 students will either continue with remote/virtual instruction or begin face-to-face instruction on campuses.

**Virtual Instruction**  
Students in Texas City ISD will have the opportunity to continue remote/virtual instruction. We will ask parents to inform the school district if they will select remote learning as their preferred method of instruction in a separate form scheduled to go out on July 22. Although parents can decide up until two weeks before school starts, we need to be able to assign teachers to students/classrooms as soon as possible. ***Virtual instruction will be offered through a Remote Synchronous and a Remote Asynchronous Instruction format.***

**Remote Synchronous Instruction** - Two-way, real-time/live, virtual instruction between teachers and students when students are not on campus. Students are expected to be actively engaged in learning with their teacher for a minimum of 4 hours daily.

**Remote Asynchronous Instruction** - Instruction that does not require having the instructor and student engaged at the same time.  The student is required to be engaged daily with work and the teacher is required to give daily feedback. Students are expected to be actively engaged in learning for a minimum of 4 hours daily.

Virtual instruction will consist of the following:

* Grades PK - 2 - Remote Synchronous Instruction and Remote Asynchronous Instruction
* Grades 3-5 - Remote Synchronous Instruction and Remote Asynchronous Instruction
* Grades 6-12 - Remote Synchronous Instruction and Remote Asynchronous Instruction

***Virtual instruction in the 2020-2021 school year in Texas City ISD will look vastly different from virtual instruction during the Spring semester closure. Students must have access to the following:***

* Broadband internet access
* District issued laptops for use a minimum of 4 hours each school day (Monday-Friday)

***In order to participate in virtual learning, the following requirements must be met:***

* The student will participate in all required coursework and virtual lessons during normal school hours.
* The student will have passing grades at the end of each grading period or approval of a campus administrator (failure to have passing grades will result in unenrollment in virtual learning and enrollment in face-to-face learning at their assigned school).
* The student will participate in all tutoring sessions required by the teachers.
* The students will take all assessments through Respondus to ensure a secure testing environment.

***If a parent chooses to change their child’s delivery of instruction (face-to-face to virtual or virtual to face-to-face), they can request this change at the end of the three-week marking period.***

**Face-to-face Instruction**

In preparation for the 2020-2021 school year, Texas City ISD will also provide instruction via face-to-face format.  This scenario will include a blended instructional platform that involves in-person instruction as well as the use of Canvas (district-wide) for specific instructional areas.

Several ***operational considerations*** (detailed above) have been identified to prevent and mitigate the viral spread inside the school setting during face-to-face instruction.

**Plans include:**

* Implementation of student/employee health protocols
* Adjustments to the campus arrival/dismissal procedures
* Limitation of student transitioning during the school day
  + Students in grades PK-2 will be self-contained with one teacher.
  + Students in grades 3-4 will have a maximum of two content teachers.
  + Students in grades 5-12 will have a unique campus schedule.
  + Whenever possible, teachers will rotate into classrooms to limit student transitioning.
  + Considerations will be made at all levels based on student needs.
* Adjustments to Child Nutrition, Transportation, and Campus Organizational procedures
* Implementation of Health and Hygiene Practices with increased cleaning and signage
* Adjustments to protocols for visitors, deliveries and student gatherings

**Social/Emotional Needs**  
Along with the implementation of several health and safety protocols to address student and employee needs, Texas City ISD will also address the social and emotional needs of students and staff.

**Plans include:**

* Provide leveled professional learning opportunities on social/emotional learning (SEL) and trauma-informed classrooms.
* Provide instructional opportunities on social/emotional learning utilizing the components of Character Strong.
* Develop/implement mental health supports for students and employees.
* Social/emotional learning (SEL) support will be provided through the use of Character Strong, Ripples Effect, Suite 360, and Resolve It.

**Grading**  
The evaluation of student learning through grading and assessment will be revised for the 2020-2021 school year. The process for evaluation and grading will be similar to what they were during the 2019-2020 school year prior to the COVID-19 closure. Grades received in a virtual format will follow the same grading guidelines as face-to-face instruction. Teachers and staff will receive additional support and guidance on effective grading practices to ensure that grades are valid and reliable for all students.