



CARTHAGE ISD RETURN TO IN-PERSON INSTRUCTIONAL AND CONTINUITY SERVICES PLAN 2021-2023

This plan with the assistance of stakeholders through surveys, public board meetings and, and focus/small groups was completed and then posted on 9/7/2021 to the LEA COVID website at <https://sites.google.com/carthageisd.org/carthageisd/home>. With input from stakeholders this plan will be reviewed every 6 months in accordance with the latest guidance from the CDC, state and local governments. Any revised version will be updated on the COVID website.

Any individual who has a disability may call the administration office for help in accessing this document. Any individual who needs the plan orally translated may call the administration office.

Cualquier persona que necesite traducir oralmente el plan puede llamar a la oficina de administración. (903-693-3806)

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Introduction and District Priorities

COVID-19 has been a constant challenge for school districts across the State of Texas. Carthage ISD will work hard to provide an excellent education to our students.

The situation with COVID-10 is continuously changing as are the protocols and measures needed to keep students and staff safe. CISD COVID-19 plans will be flexible to accommodate any changes and guidelines may be modified as warranted.

The Response to In-Person Instructional and Continuity Services Plan will be reviewed with input from all stakeholders and reported to the CISD School Board every six months. All stakeholders are encouraged to participate in reviews by emailing comments, concerns and suggestions to Dr. Donna Porter dporter@carthageisd.org or call (903) 693-3806. Any revisions will be updated on the website at <https://sites.google.com/carthageisd.org/carthageisd/home>.

Attendance and Enrollment

- Students MUST have 90% attendance in order to earn credit.
- All instruction will be given in Face to Face learning.
- When a student is not in school due to COVID related issues, individual teachers will work with the student on assignments.
- Students who wish to participate in any or all extracurricular activities are required to be enrolled in Face to Face (F2F) learning.
- Daily attendance is counted through daily Face to Face.
- Truancy laws will be enforced for students who have excessive absences.

Instructional Roles

STUDENTS:

- Be prepared for learning each day and have work and assignments completed and ready
- Complete coursework by the deadline set by teachers.
- Attend classes and give your best efforts in your school assignments.
- Be organized in your work and in getting projects completed.
- Ask questions and communicate with your teacher.
- Be aware of what you should be learning each day.
- Become familiar with the structure of Google Classroom and how your teacher organizes information
- Practice digital citizenship.
- Attend intervention/tutorial sessions as assigned or offered.
- Participate in, and be open to, Social Emotional curriculum provided in class.
- Seek guidance from a trusted adult when feeling anxious or struggling with feelings of depression.

PARENTS:

- Access Parent Portal to have up-to-date information on your child's classwork.
- Check in with child to monitor completion of homework and assignments
- Discuss your child's favorite part of the day and what they learned in school.
- Check your child's take home folder.
- Encourage your child to have their things in their backpack/device and read for school the night before.
- Create a designated place in your home for academics.
- Assist students with time management and goal setting.
- Maintain communication with your child's teacher by phone, email or conferences.
- Provide encouragement and expectations for your child to do their part.
- Maintain open lines of communication and listen without judgment.
- Communicate with school personnel if you need help. School counselors are available to assist you.

TEACHERS:

- Meet with instructional team to collaborate on lesson plans and instructions.
- Utilize district curriculum documents and follow the scope and sequence
- Upload any instructional materials to Google Classroom for assignments if using Google Classroom.
- Teach students how to access learning materials through Google Classroom is using Google Classroom.
- Provide clear learning goals for students.
- Check student assignments in a timely manner and give feedback in verbal or written form regularly to provide next steps or necessary academic intervention/extension.
- Post grades in a timely manner according to district grading guidelines.
- Provide intervention or tutorial sessions as needed.
- Follow student's IEPs / 504 accommodations.
- Provide services for ESL and GT learners.
- Monitor student progress.
- Provide engaging Social Emotional lessons per campus policy
- Watch for warning signs for mental health struggles.
- Work with School Counselors as needed.

Food Service

Food service will serve meals to students enrolled in Face to Face instruction.

PREVENTION Protocols

Screening

Teachers and staff must self-screen every day before coming to school. This includes taking temperature. ● Teachers and staff must report to the school system 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 as noted below. ● 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.

- Parents must communicate with the school if their child is staying home due to sickness.
- When possible, visitors are encouraged to access meetings with school personnel through telephone meetings, Zoom meetings or Google Meet meetings.

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 scenarios will be determined by the school nurse. 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 a cumulative duration of 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.

Identification Response Protocol

Confirmed Case - Individuals infected with COVID 19 must stay at home, and can return to campus after

1. At least 1 day should (24 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 five days have passed since symptoms first appeared, and
4. Campus nurse has reviewed the re-entry criteria and has given approval for the student to return to school.

Suspected Case - An individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19 is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same four-step set of criteria:

1. At least one day (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and
2. The individual has improvement in symptoms (e.g., cough, shortness of breath); and
3. At least five days have passed since symptoms first appeared, and
4. Campus nurse has reviewed the re-entry criteria and has given approval for the student to return to school.

POTENTIAL ILLNESS PROTOCOLS

- 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 must 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.
- If a teacher or staff member suspects that a student is showing symptoms of illness or fever, the teacher must give an immediate temperature check with a thermometer or refer to the nurse for screening.

Response to COVID Case Protocol

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School. See COVID Response Checklist

- All cases must be reported to the campus nurse to ensure all response protocols are followed.
- **Asst. Superintendent** - If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
- **Principal or Director –**
- The Classroom must be cleaned and sanitized. Sanitization is not required if it has been more than 7 days since that person was on campus.
- **Principal** - 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 in any on-campus activities. Notification will be posted on the district website.

Health and Hygiene Practices: General

Instruction

On the first day a student attends school on campus, school systems should provide instruction to students on appropriate hygiene practices and other mitigation practices adopted in the local school system.

Hand-sanitizer

- Schools will have hand sanitizer and/or hand washing stations with soap and water readably available.
- Schools will provide hand sanitizer and/or hand washing stations with soap and water in every classroom and offices.

Handwashing Instruction

- CISD schools are encouraged to have students engage in supervised handwashing for at least 20 seconds at least two times each day, in addition to being encouraged to wash hands after using the restroom and before eating.
- CISD schools are encouraged to teach students good handwashing techniques. ● Students, teachers, staff, and campus visitors should be encouraged to cover coughs and sneezes with a tissue, and if not available, covered in their elbows.
- Used tissues should be thrown in the trash, and hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

Cleaning Protocols

- Schools should arrange for additional cleaning and disinfecting of surfaces that are touched in common throughout the day. This would include objects such as door handles, common tables/desks, shared supplies such as art supplies, and high touch devices such as shared laptops or tablets.
- Schools should arrange for cleaning of commonly-touched surfaces in classrooms between different class groups, if the same room will be used by multiple class groups.
- Schools should ensure these products are stored safely, including storing harmful products where children cannot access them, and ensuring that harmful cleaning products are not used near children. ● Actions will be taken to provide clean air and ventilation including changing filters more frequently and having buses leave some windows open when possible. A study of district HVAC is being made to assist in upgrading systems for safe air.

COVID Symptoms

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Fatigue

- Headache
- Chills
- Sore throat
- Congestion or runny nose
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea
- Nausea or vomiting

Face Masks or Face Shields

For the purposes of this document, masks include non-medical and medical grade disposable face masks and cloth face coverings (over the nose and mouth). Full-face shields may be used in place of a mask to protect eyes, nose, and mouth whenever a mask is not feasible or whenever the educational context may benefit from the ability to see an individual's full face.

- It is not required to wear masks, but CISD encourages all students and faculty to consider all safety measures outlined by TEA and the CDC.

Staff Expectations

- **In-Person Meetings** - School systems should attempt to reduce in-person staff meetings or other opportunities for adults to congregate in close settings in peak outbreaks of COVID. When those meetings are necessary and cannot be done via electronic means, everyone should consider all safety measures outlined by TEA and the CDC.

Social Distancing Protocols

Student-Teacher Groupings

- Where feasible without disrupting the educational experience, encourage students to practice social distancing as outlined by TEA and the CDC regulations.

Large Groups

- Campuses must plan for entry, exit, and transition procedures that reduce close proximity outlined by TEA and the CDC regulations.

Testing and Vaccinations

- Nurses at all campuses will be trained to perform COVID testing
- Nurses will test staff and with documented parent permission will test students

- All district testing results will be reported to the CDC and TEA as mandated
- CISD will support vaccinations through scheduled on campus clinics and provide any information for other places that are currently vaccinating such as Wal-Mart and CVS

Transportation

- Hand Sanitizer - CISD provide students and staff with hand sanitizer upon boarding the bus. • Open Windows - When possible, CISD Schools should open windows to allow outside air to circulate in the bus.
- Parents - School systems should encourage families to take all outlined regulations from both TEA and CDC
- Sanitizing - Buses must be thoroughly cleaned after each bus trip, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles.
- During cleaning, windows will be opened to allow for additional ventilation and air flow.

UIL

Given the varying numbers of COVID-19 cases across different areas of the state, and the vast geographic area in the state of Texas, UIL is presenting modifications for the current school year that reflect the situation at this time.

- UIL will continue to work with state officials and monitor CDC and other federal guidance to determine any potential modifications that may become necessary.
- Schools should be prepared for the possibility of interruptions in contest schedules. District Executive Committees should work and plan to accommodate, as best possible, for these interruptions. Schools must follow all requirements of state authorities in addition to the requirements below. • Make sure your facilities are cleaned before events by the custodian team.
- Make sure there is hand-sanitizer at your entry points for events.
- Schools must require staff to self-screen for COVID-19 symptoms before participating in UIL activities or entering areas where UIL activities are being conducted.
- Parents must ensure they do not send a student to participate in UIL activities if the student has COVID-19 symptoms or is lab-confirmed with COVID
- Any changes in protocol for UIL events will follow regulations provided by UIL, TEA and CDC

Visitors

- Parents and other visitors must follow virus prevention and mitigation requirements of the school.
- Schools systems should restrict visits in schools to only those essential to school operations.