



**STUDENT & STAFF SAFETY PROTOCOLS FOR  
CAMPUS-SUPERVISED LEARNING - ELEMENTARY  
CAMPUSES**

This document contains the return to school student and staff safety protocols for campus-supervised learning. Since this is an ever-changing situation, the district reserves the right to adjust or change protocols at any time to address specific needs and circumstances in order to protect the health and safety of students, employees and the community. Please note that health guidance cannot anticipate every unique situation. As a result, DeSoto ISD will continue to consult available guidance through governmental agencies and other information deemed relevant to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards, and accessibility standards to address individual needs.

It is important to remember the virus that causes COVID-19 can be spread by infected persons who have few or no symptoms. Even if an infected person shows no symptoms or is only mildly ill, the people they spread it to may become seriously or fatally ill, especially for persons 65 years of age or older with pre-existing health conditions placing them at higher risk. Because of the hidden nature of this threat, DeSoto ISD expects all employees, students and families to rigorously follow these guidelines.

## **Preparation for the Opening of School**

DeSoto ISD will ensure all staff, resources and supplies are prepared for opening school, including but not limited to assigning sufficient staff to carry out re-opening procedures, ensuring proper training and stocking inventory of necessary supplies, such as personal protective equipment (PPE).

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations and resources to assist with plans and protocols for health and safety. Before schools re-open, DeSoto ISD will implement health and safety plans that include:

- Ensuring adequate supply inventory (e.g., PPE, cleaning supplies, hand sanitizer, etc.)
- Cleaning with products approved by governing authorities and per guidelines from the Environmental Protection Agency
- Ensuring compliance with CDC, Health and Human Services, the Texas Education Agency and other jurisdictional policies
- Providing communication of procedures and expectations upon entering facilities and throughout buildings

## **Protocols for Screening and Isolation**

All students and staff will be screened for COVID-19 symptoms regularly and individuals who are present with symptoms will be separated and sent home.

### **Screening:**

- Staff will be required to self-screen for COVID-19 symptoms prior to entering a DeSoto ISD facility, and the district may require further screening of employees at any time based on current state and federal guidelines.
- Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their students to school. Parents will need to take their child's temperature daily. Additional screening may be conducted during the school day. 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, and instead should opt to receive remote instruction (home-based learning) until the conditions for re-entry are met.

- Self-Screening Protocols: Staff and students should not enter campuses or district buildings if any of the following apply. The individual is:
  - Sick or has been sick in the past 14 days. Symptoms to watch for: fever (100°F or higher), cough, shortness of breath/difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell, diarrhea.
  - Has a confirmed case of COVID-19 or has been in close contact with a person with a confirmed case of COVID-19. These individuals must follow all isolation and quarantine guidelines from the local health authority or their physician.
  - Has a household member who is awaiting COVID-19 test results, or who is awaiting their own test results.
  - Has traveled internationally or on a cruise in the past 14 days. These individuals must follow current CDC self-quarantine recommendations: [View current CDC recommendations.](#)
- Teachers will monitor students and refer to the nurse if symptoms are present.

### **Isolation:**

#### **Student or Staff Displaying COVID-19 Symptoms**

- For students who are displaying symptoms of COVID-19 or are feeling feverish during the school day, the school nurse will provide a clinical assessment 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 within 30 minutes and no later than 1 hour from the time the campus staff contacted the student's parent/guardian.
- Other students will be removed from the classroom and taken to an alternate location on campus (e.g. move to a different classroom, etc.) so that the classroom can be disinfected.
- Schools must close off areas that were heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
- If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify district administration who will notify the 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).
- 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 have been on a campus.
- Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.
- Staff members 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. Additionally, they must report to the school system if they have had close contact with an individual who is lab-confirmed with COVID-19, as

defined at the end of this document, and, if so, must remain off campus until the 14-day incubation period has passed.

- Students or staff who come into close contact with a COVID-19 positive individual will be asked to self-quarantine for 14 days and may not return to campus during that time.
- Students and staff who have tested positive for COVID-19 will be required to submit a letter of good health from a physician's office prior to returning to school.
- 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, and instead should opt to receive remote instruction (home-supervised learning) until the conditions for re-entry are met. Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed.

### **Re-entry:**

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 13 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, 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/>

## **Protocols for Face Coverings**

Protective measures, including the use of face coverings, will be determined by the level of disease activity of COVID-19. The District will rely on data from the Center for Disease Control, Department of State Health Services (DSHS) and Dallas County Health and Human Services to determine the disease activity level and the appropriate protective measures. The disease activity level categories below are based on the recommendations of local and state health officials. The District will develop a process to alert students, parents and staff of the disease activity level.



Students' individual needs will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus administration.

As of now, schools in DeSoto ISD are required to comply with the governor's executive order regarding the wearing of masks. Students and staff are expected to wear face coverings during school hours.

- 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.
- Staff and students will appropriately wear face coverings at all times.
- Students in Pre-K through second grade will wear face coverings in hallways, common areas and during arrival and dismissal.
- Students in third through twelfth grades will wear face coverings at all times while at school.
- 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.
- Students will not be required to wear face coverings while eating but will be distanced 6 feet apart.
- Individual needs regarding face coverings will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus administration.
- Additional protective equipment will be provided to school nurses for use in the clinic.
- Families are expected to supply a student face-covering daily and are responsible for daily cleaning of face coverings. Should families need face coverings for students, the district is able to provide some.

## Protocols for Campus Visitors

Campuses will utilize virtual meeting options to limit campus visitors when possible. All visitors who enter the building will be required to wear a face covering during substantial and moderate transmission levels. Individuals who proceed beyond the reception area will follow specific guidelines for visitors.

### **Visitor Screening/PPE Requirements**

- All individuals entering the building will be required to wear face coverings.
- All visitors will be subject to screening by way of a symptom screening form.
- Any Individuals permitted to proceed beyond the reception area must follow all safety and campus protocols.
- Volunteers are not allowed to visit campuses at this time (including mentors, college representatives, guest speakers, etc.).
- Virtual meetings will be available when possible.
- Visitors and staff will maintain physical distancing for ARD and other meetings in smaller conference areas.
- If visitors have COVID-19 symptoms, or are lab-confirmed with COVID-19, they must remain off campus until they meet the criteria for re-entry.  
[COVID-19 All meetings will be virtual until further notice for the health and safety of all parties at this time.](#)

## Protocols for Disinfecting and Hand Sanitizing

Frequent disinfection and hand sanitization will ensure the health and wellness of students and staff.

### **Hand Washing/Sanitizing Expectations**

- Alcohol-based hand sanitizer will be available at the main entrance to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.
- Staff and students will be expected to regularly wash or sanitize their hands.
- Provide hand sanitizer upon entry to classroom and periodic reminders during the instructional day

### **Disinfecting Expectations**

- Staff will have access to disinfectant wipes/cleaning supplies to sanitize high-touch and working surfaces and shared objects regularly.
- Staff will limit the use of shared supplies when possible.

## Protocols for Campus Cleaning and Disinfection

Frequent cleaning and disinfection will promote a healthy learning and work environment for students and staff.

### **Daily Campus Cleaning**

- Each classroom and restroom will be disinfected daily.
- All high touch areas will be disinfected daily.
- Cleaning clothes will be changed for each classroom and common area to maximize room to room cleanliness.
- Custodians will wear masks and gloves during work hours.
- The cafeteria will be disinfected between lunch periods.
- Staff will have access to disinfectant wipes/cleaning supplies to sanitize working surfaces and shared objects after each use and during breaks in instruction.

### **Additional Cleaning Measure for Covid-19 Positive Cases on Campus**

- If a classroom or facility is closed due to COVID-19 spread, SSC will employ appropriate disinfectant measures.

## Work and Learning Environments

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, no or limited group work and hand washing or sanitizing, etc. Staff will ensure high-touch areas in the classroom are wiped frequently.

### **Classroom Configurations and Procedures**

- Desks or tables will be socially distanced as much as possible.
- Teachers will create assigned seating arrangements to ensure social distancing.

- The use of outdoor space for learning will be considered when possible. Classroom groups working outside will maintain at least 12 feet of social distance from other classroom groups.
- Whenever possible, students and staff will maintain consistent groupings.
- Classroom doors will be propped open to reduce high touch areas.
- The recommended procedures will be applied to all classroom settings, including special education services locations when possible and appropriate. Students' individual needs will be addressed on a case-by-case basis.
- Guidelines for students who receive Special Education services:
  - In an effort to minimize potential exposure to our most vulnerable students, DeSoto ISD will:
    - Focus on social distancing, handwashing with warm water or hand sanitizer for 20 seconds every hour, and wearing masks.
    - Require masks when social distancing is not possible.
    - Post visual supports throughout building to remind and support understanding of expectations.
    - Keep each student's belongings separated using student designated containers or areas.
    - Minimize the sharing of high-touch materials (e.g., assign each student their own device/materials for the day when possible).
    - Sanitize all used materials daily.
    - Utilize protective barriers as appropriate.
    - Utilize grouping and scheduling strategies to reduce exposure.

### **Common Areas**

- Common areas include spaces that are used for meetings and collaboration. This includes computer labs, flexible spaces, campus libraries, conference rooms and other meeting rooms.
- Campuses will develop schedules and protocols for the use of common areas, including how to sanitize space between use. All students and staff will be required to use hand sanitizer when entering and exiting common areas.
- The number of students/staff in a common area will be based upon social distancing practices.
- Visual reminders will be displayed for social distancing throughout common areas. Informational graphics and markers will be posted to help with 6 ft. social distancing.
- Virtual meetings will be utilized as a primary resource.
- If meetings must be held in person, all social distancing protocols will be implemented:
  - Facial coverings
  - Six-feet social distancing when possible
  - Limiting the sharing of materials/supplies

### **Restrooms**

- Proper handwashing technique will be taught to all students and consistently reinforced.
- Efforts will be made to limit the availability of toilets, urinals and sinks to certain times to comply with health agency recommendations and social distancing.

- The scheduling of whole class restroom breaks is recommended to eliminate the co-mingling of students across various classes and to ensure teacher monitoring of social distancing guidelines.
- A system will be implemented to identify the number of occupants utilizing each restroom to mitigate the chance of exceeding maximum occupants per social distancing.
- After a restroom break, students will be required to use hand sanitizer before reentering the classroom.

### **Water Fountains**

- In order to minimize the potential spread of germs, building water fountains will not be available for use.
- Students are expected to bring their own reusable water bottle for use throughout the day and expected to take water bottles home to be cleaned on a daily basis.

### **Transitions**

- Students and staff will follow disease mitigation and safety protocols.
- Where possible, establish one-way traffic throughout campus hallways.
- Walking pathways throughout the building will be designated “stay to the right.” This includes the entrance and exit doors.

### **Arrival**

- Early bird arrivals are strongly discouraged. Any students dropped off before the building is open will not be allowed inside the building. Any exceptions would need to be specifically arranged with campus administration.
- Separate entrances will be utilized for car riders, walkers and daycare students.
- All staff will be utilized for duty to maintain a line of sight in hallways and ensure the distancing of hallway cohorts.
- Students will go straight to the classroom upon arrival and will not wait in a centralized holding area.
- Parents will not be allowed to walk students to classrooms.
- School doors open at 7:30 a.m. Breakfast is served from 7:30a.m. to 8:00am.
- Car riders and back walkers will enter through the cafeteria doors
- Front walkers and daycare students will enter through the front entrance
- Breakfast carts will be strategically placed for students to “grab and go” and report to designated classrooms.
- A designated supervisor will monitor students as they transition through the hallway
- Students who do not want breakfast will immediately report to their designated classroom
- Campus supervisors will monitor halls and student social distancing throughout the building

### **Students should follow expectations listed:**

- Facial coverings/masks must be worn
- Six-feet social distancing
- Hands to self



- Voices off
- Go directly where you need to be
- Always walk and be at least 3 feet away from walls and rails
- Face forward
- No horseplay, touching, or exchanging of any items

### **Student WALKER expectations for arrival:**

- No student is allowed to transition on their own without adult supervision
- Designated campus supervisor/teacher will escort you to the arrival location
- Face mask/covering worn while walking to and from school
- 6 Feet social distancing
- Avoid large groups or gatherings with other students on the campus before school
- Campus instruction begins at 8:00 a.m. Allow yourself time for walking to school

### **ACE**

Students should not enter the building prior to 6:30 a.m. with an ACE representative. Students will enter the building through the cafeteria door near the rear entrance of the building.

### **Dismissal**

- Parents picking up students early will call ahead prior to 3:00 p.m. Once a parent arrives they will ring the entry bell and come to the main office for identification process and student pick up. (Students will not be released after 3:10)
- Sibling connections will be done outside the building.
- Campus will designate staggered dismissal groups. Staggering the groups of walkers, car riders and daycare students will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.
- There may be additional procedures based on campus-specific needs.
- Name tags will be provided for car riders.

### **ACE/After School Care**

**ACE/ After school Care:** Ace students will be picked up from their classroom by an ACE representative or and will not be released from their classroom without an escort.

### **Bussing- (Front Car Drive near the Gym)**

At this time, DeSoto ISD is **NOT** providing home-to-school and school-to-home bus transportation for students.

### **Car Riders (Location- Back Car Drive near Cafeteria)**

Assigned staff will supervise student arrival and dismissal, ensuring that students are wearing masks, directing students to waiting areas and encouraging students to maintain desired social distance. Teachers will not be allowed to volunteer with the opening of car doors.

- **Students**

- As students exit their car, they will be expected to keep social distance when walking toward the building entry. Students will not congregate with other students on the campus when walking to school.
- Students or volunteers will not be allowed to open doors or assist with carpool arrival.
- Students will remain at a social distance while waiting to be picked up in the carpool area. Students will not congregate in large groups with other students on the campus when dismissed from school at the end of the day.
- All car riders will remain in their designated classroom for dismissal. Student names will be called on the PA system. Students will move quickly to the car drive for pick up.

- **Student expectations for dismissal:**

- Face mask/covering worn at all times
- 6 Feet social distancing
- Remain on designated seating marker
- Quiet and focus on name being called
- Respectful of all teachers or designated campus supervisor
- Walk quietly in a single file line to the dismissal location
- No student is allowed to transition on their own without adult supervision
- Exit to cars on Northside near the front office (K-2) or West side near the cafeteria (3-5 with siblings)

- **Parents**

- Parents should assist their own child with exiting the car.
- Parents should follow pick up protocols regarding how to pick up their child.
- Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.
- Parents should remain in their vehicle.
- Parents must display student name tags in the front window of their vehicle to expedite the dismissal process.
- Face mask/covering worn at all times
- Assist your student with entering and exiting the car
- We ask for your patience and support of all during dismissal

## **Walkers**

Assigned staff will supervise student arrival and dismissal, ensuring that students are wearing masks, directing students to waiting areas and encouraging students to maintain desired social distance.

- **Students**

- It is recommended that walkers keep social distance and use a face covering while walking to and from school.
- Students will be asked to avoid large groups or gatherings with other students on the campus before or after school as much as possible.

- Students will be asked to immediately leave campus and begin walking home at the end of the school day.
  - Students will be escorted by a designated campus supervisor/teacher to the edge of the property during dismissal.
  - 6 Feet social distancing
  - Exit on the West side of the building near the cafeteria
- **Parents**
    - Parents are encouraged to talk with their children about the health benefits of social distancing.
    - Parents should follow campus guidance on how to pick up their children.
    - Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.

### **Student Meals**

Based on building capacity and student enrollment, campus administration will determine areas that may be utilized for lunch. These areas could include classrooms, the library or other large areas within the school building.

#### **Breakfast**

- K-1 Scholars will grab their breakfast from the Grab and Go Cart and spaced out in the cafeteria. 2-5 students will go through the cafeteria line then go directly to their classroom to eat breakfast.
- Campus staff will monitor in the cafeteria as scholars are entering the building and hallways to ensure social distancing.

#### **Lunch**

- Lunch visitors will not be permitted.
- Lunch pick up times will be staggered.
- Once scholars pick up their lunch they will eat in the classrooms.

### **Recess**

- Campuses will consider limiting the number of students per recess group. Staggered schedules can be utilized when needed.
- Students will wear masks during outdoor activities. Students must maintain social distancing while lining up to return to class and sanitize or wash hands before re-entering.
- All students and staff will be required to use alcohol-based hand sanitizer before entering the playground and upon exiting the playground.
- Brain breaks will be implemented as needed, at the discretion of the campus or teacher.

### **Co- Curricular/Enrichment (Art, Music, PE, Library, and Spanish)**

- Co-Curricular will be accessed virtually pending official return to campus.
- Co-Curricular teachers will pre-record lessons for the enrichment block or will provide live sessions on the rotating basis.

## **Nurse Guidelines**

- Keep the district's Covid-19 flowchart accessible as a source of reference as we transition back to in-person campus learning.
- Unless it is an emergency, teachers will need to call the clinic rather than just sending students.
- Avoid sending students to the Nurse's office for minor incidents such as hangnail, a loose tooth, etc. We need to reserve the clinic space for truly sick students who do not need to be in class or around others. As our inventory is replenished, we will supply each teacher with a first aid baggie to include band-aids, tooth holders, etc. (The Health Office Guidelines Sheet can also be a helpful document to refer to.)
- Nurse Passes- due to Covid-19, we will not use the reusable laminated nurse passes. Teachers will send students with a sticky note or piece of paper with their name, date, time, teacher's name and Nurse Pass on it. They will throw that paper away in the nurse's office and receive another sticky note or paper with return to class information on it if they return. The nurse will also call to let you know they are returning.
- If a student is sent to the clinic exhibiting or voicing Covid-19 symptoms, please send them along with their backpack and personal belongings. This way if they do not return to class, we will minimize the risk of exposure by not having a staff or student to bring their belongings to them.
- Unless it is an emergency, please avoid sending more than 1 student at a time to the nurse's office. This will help students to maintain proper distancing while being treated.
- Please make sure when sending students to the nurse's office that they are wearing their mask properly.

## **On and Off-Campus Student Activities**

- Off-campus field trips are suspended until further notice. Virtual field trips are encouraged.
- Campuses are prohibited from planning large attendance events such as all-school assemblies, parties, socials, pep rallies, etc. that bring large groups of students together at one time until further notice.
- Campuses will follow all DeSoto ISD, UIL and CDC guidelines in regards to games, practices, etc.
- PTA event and fundraising information is pending. PTA and Boosters must collaborate with and seek approval from campus/district administration prior to any event that is planned.
- After school club information is pending.

**Parents that are participating in the ACE program will need to refer to ACE communication and protocols for the 2020-2021 school year.**

## **Campus Events**

- No in-person assemblies will be held in the first quarter (August-October).
- Meet the teacher, open house, parent conferences, etc. will be held virtually.
- Admission, Review, & Dismissal (ARD) & Section 504 meetings will be facilitated virtually

# Anytime, Anywhere Learning - Elementary Students

## **Expectations**

DeSoto ISD will utilize the Anytime, Anywhere Learning plan to guide education for our students this fall through two options designed to provide choice and support for our families and their scholars. Through our common learning management system, Schoology, all students will be able to access high quality, rigorous, and relevant TEK-aligned instruction through both synchronous and asynchronous methods.

## **Grading**

Teachers will assign a grade that reflects the student's relative mastery of an assignment. Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that the student's performance indicates the level of mastery of the designated district objectives. The student's mastery level shall be a major factor in determining the grade for a subject or course.

## **Kindergarten**

Grades are not recorded in Kindergarten. Students will receive progress monitoring and report card checklists to document mastery of skills.

## **1st - 12th (Core Content)**

- Each student will receive (2) progress grade per week and (1) culminating performance assessment grade per grading period in all core areas.
  - *Teachers will demonstrate flexibility, grant extensions on any stated deadlines, and opportunities for students to resubmit work on a recurring basis to demonstrate growth and mastery, while adhering to UIL standards for assignments and grade changes.*

## **Minimum Number of Grades**

### **1st - 12th (Core Content)**

- Each student will receive (2) daily progress grades per week, (1) TEKS aligned performance assessment & (1) common assessment major grade per grading period in all core areas.
  - Daily progress grades may include a combination of weekly learning tasks/assignments and usage requirements.
  - Performance assessments are tasks/activities/projects designed to assess a student's authentic ability to demonstrate one or more learning outcomes in a real-world context. PLC Facilitators and teachers will use TEKS Resource System to select the performance assessment each six-weeks.
  - Common assessments are formative assessments that intentionally measure student's attainment of essential learning targets in traditional assessment format.



### 1st - 12th (*Non-Core Content*)

- Each student will receive at least 1, but no more than 3 grades per week.

Numerical grades earned indicate the following level of achievement:

A = 90 - 100 Excellent

B = 80 - 89 Good

C = 70 - 79 Satisfactory

F = Below 70 Failing

**Weekly Grades = 40% CPA/Projects = 60%**

All grades will be posted in Prologic TEAMS weekly.

### **STUDENT ENGAGEMENT EXPECTATIONS**

Although DeSoto ISD has implemented an asynchronous instructional model to allow students the flexibility to engage in the learning materials on their own time, interacting intermittently with the teacher, students are required to engage in learning on a daily basis.

Per Texas Education Agency, “students are required to attend at least 90% of their classes (with some exceptions) to receive credit and be promoted. Remote attendance will count in the same manner as on-campus attendance in satisfying this requirement. ([TEA Attendance & Enrollment FAQ](#))

Student attendance and progress will be tracked **daily** through the Schoology Learning Management System:

<b><u>Campus-Supervised</u></b>	<b><u>Home-Supervised</u></b>
Attendance will be taken in TEAMS by 10:00 a.m.  <i>Ex: A student attends school on Monday for campus-supervised. On Monday by 10 am, the teacher will record the student as</i>	Attendance will be recorded by Noon of the following instructional day.  <i>Ex: A student submits his/her assignment on Monday at 11:00 pm. On Tuesday by 12 noon, the teacher will record the student as PRESENT in TEAM for Monday.</i>

<i>PRESENT in TEAMS for Monday.</i>	
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Student attendance will be recorded in Prologix TEAMS. The campus Attendance Clerks will verify student attendance with all teachers each week to ensure an accurate engagement count is being submitted. Furthermore, DeSoto ISD will continue to follow attendance expectations outlined in DeSoto ISD Board Policy ([FEA Legal](#))

### **Instructional Delivery**

Students will engage in learning through the Anytime, Anywhere Learning plan. Whether students participate in Home-Supervised or Campus-Supervised Learning, all instruction is provided through our online learning management system, Schoology. Teachers and support staff are available to students virtually every day during scheduled sessions as well as during “office hours”. For students participating in Campus-Supervised Learning, on-site staff is available to ensure their safety and access to resources.

### **Rules of Engagement**

DeSoto ISD is committed to creating a virtual culture of how we function as a school district. The [Anytime, Anywhere Learning Rules of Engagement](#) are intended to create a space where students, families, and staff collaborate to establish a safe and engaging space for learning.

The Desoto ISD Code of Conduct addresses how students utilize technology and interact with staff and peers on the internet. It is expected that all students conduct themselves in a way that is in line with the expectations expressed in the Code of Conduct.

## Schedule

### K-5 Learning Schedule Campus Supervised

Time	Monday A Day	Tuesday B Day	Wednesday A Day	Thursday B Day	Friday
7:30-8:00 am	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
8:00-8:30 am	Morning Message and SEL Focus				
8:30-9:45 am	Language Arts	Math	Language Arts	Math	Math Interventions 8:30-9:15 am
9:45-10:00 am	Wellness Break				Language Arts Interventions 9:15-10:00 am
10:00-10:4 5 am	Enrichment				SEL lessons with the counselor
10:45-11:3 0 am	Social Studies	Science	Social Studies	Science	
11:30-12:0 0	Recess	Recess	Recess	Recess	Recess
12:00-12:3 0 pm	Lunch	Lunch	Lunch	Lunch	Lunch
12:30-1:15 pm	Writing	Writing	Writing	Writing	GRANT ENRICHMENT (i.e. A2E2)
1:15-1:45 pm	Genius Hour/Eagle Time				
1:45-3:05 pm	Master Coaches Check-in One on one and/or small group instruction				CLUBS/EXTRA CURRICULAR
3:05-3:35 pm	SEL Focus				
3:35-3:50 pm	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal
3:50-4:00 pm	Staff Meeting/Office Hours				

**Green = Synchronous Learning with the Teacher**

**Gold = Blend Synchronous and Asynchronous Learning**

### Asynchronous At-Home Supervised Learning K -5 Grade

Time	Monday A Day	Tuesday B Day	Wednesday A Day	Thursday B Day	Friday
7:30-8:00am	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
8:00-8:30am	Morning Message and SEL Focus				
8:30-9:45am	Language Arts	Math	Language Arts	Math	Math Interventions Language Arts Interventions
9:45-10:00am	Wellness Break				
10:00-10:45a m	Enrichment				SEL lessons with the counselor
10:45-11:30p m	Social Studies	Science	Social Studies	Science	
11:30-12:00	Active Time: Get your body moving	Active Time: Get your body moving	Active Time: Get your body moving	Active Time: Get your body moving	Recess
12:00-12:30	Lunch	Lunch	Lunch	Lunch	Lunch
12:30-1:15	Writing	Writing	Writing	Writing	GRANT ENRICHMENT (i.e. A2E2)
1:15-1:45	Genius (Half) Hour				
1:45-3:05 pm	Master Coaches Check-in One on one and/or small group instruction				CLUBS/EXTRA CURRICULAR
3:05-3:35 pm	SEL Focus				
3:35-3:50 pm	Closure for the day				
3:50-4:00pm	Staff Meeting/Office Hours				

**Green = Synchronous Learning with the Teacher**

**Gold = Blend Synchronous and Asynchronous Learning**

## Intervention & Enrichment

For questions about...	Contact
A course assignment, tasks, grades, and feedback	Instructor/Teacher
A personal or social-emotional concern	Mrs. Schexnayder latura.schexnayder@desotoisd.org
Other issues related to learning or questions you might have about the school community	Campus-Based Leadership Principal: Mrs. Robinson angela.robinson@desotoisd.org Assistant Principal: Dr. Graves malikah.graves@desotoisd.org
A technology-related problem or issue	Mr. Lubbe kevin.lubbe@desotoisd.org
A question about health-related concerns	Mrs. Levingston rhonda.levingston@desotoisd.org
Attendance/ student records/ enrollment/ withdrawals/ transfers	Campus attendance clerk/ PEIMS Mrs. Johnson-Wilson yolanda.johnson-wilson@desotoisd.org
<i>If you've received no response after 24 hours</i>	Campus-Based Leadership (see contact above)

[District FAQ's](#)