

# Robert Lee ISD



## COVID-19 Reopen Plan

*This is a living document and will be updated on a regular basis as information becomes available.*

---

The Robert Lee Independent School District will hold in-school instruction with safety and COVID-19 prevention measures in place as well as offer families a high-quality, rigorous and engaging online experience

Additionally, the school district has outlined an instructional model that provides for a continuation of instruction in the event a classroom or a school must temporarily move to a School-to-Home instruction model due to COVID-19.

Although there are no strategies to completely eliminate transmission risk in schools, we are committed to keep transmission as low as possible in order to safely continue school.

Robert Lee ISD will continue to follow all state and federal requirements and guidelines from the Texas Education Agency (TEA), along with local health authorities, as we prepare and plan reasonable practices while maintaining an effective learning environment.

# PROTOCOLS FOR CAMPUS VISITORS

Visitation will be limited and approved by campus offices. All visitors will be required to be screened and have appropriate PPE (Person Protective Equipment).

## Face to Face Instruction and Online Learning Highlights

Campuses will be required to take daily attendance under all learning models and for all grade levels. This means students will have to be present for Face to Face learning and/or demonstrate progress in the RLISD Online Learning. 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. This requirement remains intact during the 2020-2021 school year. Grades for all courses, whether Face to Face or through Online Learning, will follow the RLISD grading guidelines.

Face to Face Instruction	Online Learning
<p>Pre-Kindergarten -12<sup>th</sup> Grade</p> <p>Traditional in school learning</p> <p>Daily attendance required</p> <p>Students required to attend 90% of instruction for credit</p> <p>Face to Face, Monday – Friday</p> <p>Normal grading guidelines apply</p> <p>Access to full RLISD curriculum and courses</p> <p>Parents must pre-screen child for COVID-19 daily</p> <p>May access Online Learning if sick or been in close contact with a test confirmed COVID-19 person for attendance credit</p>	<p>Kindergarten – 12<sup>th</sup> Grade</p> <p>At home learning using computer and internet</p> <p>Daily log-in for attendance required</p> <p>Students required to attend 90% of instruction for credit</p> <p>Can be completed at students pace but requires daily log-in</p> <p>Normal grading guidelines apply</p> <p>Access to some courses may be limited</p> <p>Adults in the home serve as learning coach</p> <p>Online Learning students <b>will not</b> be able to participate at the campus in specified extracurricular activities.</p>

## **Face to Face**

The Face to Face plan is the traditional school environment. It is the District's plan to reopen schools on August 17, 2020 for students unless otherwise determined by State or local authorities. To address the current COVID-19 environment, Robert Lee ISD has developed a set of health and prevention measures for all staff, students and visitors and such measures tighten or loosen dependent on the COVID-19 Stage Protocol, at which the school or facility is operating.

Parents and staff will receive periodic communication to inform them of the current stage, number of confirmed COVID-19 cases within the school building, if any, via the Robert Lee ISD Facebook Page and on [www.rlisd.net](http://www.rlisd.net).

## **Online Learning**

Robert Lee ISD instructional leaders have worked hard to ensure our students have a quality at-home, remote instruction learning experience for students and families. School issued devices will be available.

RLISD certified teachers will be available to support our students while working Online with scheduled times during the school day for live support through Google Classroom, Zoom, and Schoology. Our teachers will also check to ensure students are making adequate progress in their courses within the program both daily and weekly. If students are struggling to make academic progress, teachers will work with parents/guardians to create a plan to help those students get back on track to make sufficient academic progress. If students continue to struggle academically and/or fall behind on signing in daily for attendance and work, their Online Learning will no longer be available and Face to Face will be the required instruction.

## **Personal Protective Equipment (PPE)/Face Masks**

<b>Staff/Teachers</b>	<b>Students</b>	<b>Parents/Visitors</b>
<p>Staff and teachers are required to wear a mask as required by <a href="#">Governor's Executive Order GA-29</a>.</p> <p>Face masks will be provided by the District for teachers who want one.</p> <p>Custodial, Maintenance, and Grounds staff will be required to wear a face mask at all times in the building or less than six feet in distance from others.</p> <p>Non-medical grade disposable face masks, cloth face masks over nose and mouth, are acceptable.</p> <p>All staff will be required to take the COVID-19 Health Assessment daily prior to coming to work.</p>	<p>Students age 10 and up are required to comply with <a href="#">Governor's Executive Order GA-29</a>.</p> <p>Students 4th grade and up or 10 and older will be required to wear a face mask when social distancing is not possible including in the classroom.</p> <p>In certain UIL and non-UIL activities a mask will not be required during the activity with proper social distancing.</p> <p>Students that are required must wear a mask while entering and exiting the building.</p> <p>Non-medical grade disposable face masks, cloth face masks over nose and mouth, are acceptable.</p>	<p>Wear a face mask as required by <a href="#">Governor's Executive Order GA-29</a>.</p> <p>Non-medical grade disposable face masks, cloth face masks over nose and mouth, are acceptable.</p> <p>Parents will be asked to Administer the COVID-19 Health Assessment daily prior to sending their children to school, take their temperature and keep them home if ill.</p> <p>Individuals who develop symptoms of the COVID-19 illness will be sent to the campus office, placed in isolation and sent home immediately. Parents/Guardians must make every effort to pick up their child within 30 minutes.</p>

## **CLEANING AND DISINFECTING PROTOCOLS**

- Frequent cleaning and disinfecting will occur throughout the school day.
- Each classroom and restroom will be cleaned/disinfected at the end of each day.
- All high touch areas will be disinfected throughout the day.
- Cleaning supplies will be provided for each classroom and common area to maximize room-to room cleanliness.
- Custodians will wear gloves during work hours.
- The cafeteria will be disinfected regularly.
- Staff will have access to supplies to clean/disinfect working surfaces and shared objects after each use and during breaks in instruction.
- Alcohol-based hand sanitizing stations will be located throughout the building and in all teachers' classrooms.

## ***Health and Hygiene Practices in the classroom and school***

<b>Staff/Teachers</b>	<b>Students</b>	<b>Parents/Visitors</b>
<p>Staff will complete 2 hour health and hygiene professional learning.</p> <p>Limit student movement within the classroom such as turning in assignments, materials being passed out etc. Desk / tables will be physically distanced as much as spatially possible.</p> <p>Hand sanitizer for students and staff upon entering the school and to use in all classrooms and will be encouraged to use it frequently.</p> <p>Teachers will directly instruct students in proper hygiene protocols.</p> <p>Frequent cleaning and disinfecting will occur throughout the day. Additional cleaning of commonly touched surfaces throughout the day.</p> <p>Monitor the use of bathrooms by students to provide for social distancing.</p> <p>Posters in each classroom and common areas that promote protective measures.</p> <p>Large school assemblies will be eliminated until the local COVID-19 allows for such gatherings.</p> <p>RLISD will close off areas that are heavily used by the individual with the test confirmed case of COVID-19 (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 7 days have passed since that person was on campus. Custodians will wear gloves during the work day</p>	<p>Clean their own spaces before and after use as developmentally appropriate.</p> <p>Use hand sanitizer when entering and exiting a classroom.</p> <p>Wash or sanitize hands frequently throughout the day.</p> <p>Bring water bottle to drink throughout the day. Water stations are available to refill water bottles.</p> <p>Students will use their own school devices to access our online library system to find library books and to check out books when possible.</p> <p>Shared supplies will be limited and cleaned between use</p>	<p>Discuss with your child good health and hygiene techniques including hand washing, use of hand sanitizer, and wearing face mask as appropriate.</p> <p>Wash hands or use hand sanitizer upon entering the building.</p> <p>If you must enter the school for essential business, you are required to wear a face mask as required by <a href="#">Governor's Executive Order GA-29</a>.</p>

## TRANSPORTATION

Drivers/Monitors	Students	Parents
<p>Attend COVID-19 safety protocol training.</p> <p>Check student temperature prior to entering bus</p> <p>Ensure hand sanitizer is available for all students to use upon boarding and exiting the bus.</p> <p>Driver and monitor are required to wear a face mask.</p> <p>Enforce social distancing to the extent possible depending upon ridership.</p> <p>Clean and disinfect the bus after each route/trip using proper cleaning protocols.</p> <p>Open windows to allow outside air to circulate when feasible.</p>	<p>Use hand sanitizer when boarding and exiting the bus.</p> <p>Board bus and sit from back to front and exit bus from front to back.</p> <p>Siblings are encouraged to sit together.</p> <p>Students 4th grade and older are required to wear a face mask.</p> <p>Students 3rd grade and below are encouraged to wear a face mask.</p> <p>Students that are required and do not wear a face mask will not be allowed to board the bus.</p>	<p>Parents are encouraged to drop their student/s off at school or allow them to walk to school to reduce possible virus exposure on the bus.</p> <p>Screen student for COVID-19 symptoms prior to sending your student to the bus stop</p> <p>Ensure students are at the bus stop on time.</p> <p>Ensure students 4th grade and older wear a face mask.</p>

## BREAKFAST AND LUNCH

To minimize foot traffic in the building and to allow for adequate physical distancing for students during eating periods, **there will be no visitors allowed in the cafeteria.** These restrictions may loosen as the year progresses, however, it is important to allow campus staff the flexibility to space out students throughout common areas so that social distancing is possible.

- Cafeteria and serving areas will be cleaned between uses.
- Students may eat in various locations throughout the building to maximize social distancing.
- Signage and staff will reinforce social distancing throughout the cafeteria.
- All RLISD child nutrition staff will use face masks and gloves while performing job responsibilities and will be trained to practice health and hygiene regulations.
- Three separate lunch times will be utilized to provide for social distancing in the cafeteria. Pre-K – 3<sup>rd</sup>, 4<sup>th</sup> – 6<sup>th</sup>, and JH/HS.

## Arrival, Dismissal, and Transitions

Staff/Teachers	Students	Parents/Visitors
<p>Temperature screenings will be provided upon student arrival.</p> <p>Hand sanitizer will be available at all entry points and gathering areas with distancing enforced.</p> <p>Students will be directed to a designated location prior to the start of school.</p> <p>Dismissal points and times will be established by each individual campus.</p> <p>Campuses will train students on new building traffic flow to allow for distancing of students to the extent possible.</p>	<p>Student temperature checks and screening at the entrance.</p> <p>Report to designated spots as indicated by campus teachers and staff.</p> <p>Follow the Student Code of Conduct.</p> <p>Students 4th Grade and up or 10 and older should wear a face mask.</p> <p>Water fountains <b>will not</b> be accessible but filling stations will be used. Students should bring their own water bottle to school.</p> <p>Transition time of students will be limited as much as possible during the school day.</p> <p>All areas of the building (gym, cafeteria, larger classrooms, common areas, etc.) will be utilized to limit the size of student groupings.</p>	<p>Parents will not be allowed to walk students inside the building beyond the secure vestibule.</p> <p>Wear a face mask and screen for COVID-19 symptoms if you need to drop something off at the front office or pick your child up.</p> <p>When transporting or walking children to school, please follow all signage, drop off and pick up children at the appropriate locations, and quickly exit the parking lots.</p> <p>Drop off students no earlier than 7:30 a.m.</p> <p>Pick up students promptly at the end of the school day and whenever possible, parents should remain in vehicles during pick-up</p>

## EXTRACURRICULAR AND STUDENT ORGANIZATION ACTIVITIES

Extracurricular/Cocurricular activities, practices and competitions will be conducted following safety protocols provided by RLISD, University Interscholastic League (UIL), and the Texas Education Agency (TEA). This will include health screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.

- Hand sanitizer will be available in gym areas, locker rooms, weight rooms and equipment will be sanitized on a regular basis.

- Locker room use will be determined by TEA/UIL.
- Bus travel will follow transportation guidelines provided by RLISD and TEA.
- Spectator attendance at games and contests may be limited based on TEA and UIL guidelines.
- Passes for events may be utilized to control capacity of facilities.
- Event procedures will be in place to minimize face-to-face interactions.
- Separate entrances and exits may be utilized and event doors may be propped open to minimize physical contact with handles.
- Spectator seats may be marked and/or configured in a way to enforce social distancing.
- Concessions and/or concession sales may be limited to encourage social distancing and to follow health and safety guidelines.
- Extracurricular/Cocurricular activities, practices and competitions will be conducted following safety protocols provided by RLISD, University Interscholastic League (UIL), and the Texas Education Agency (TEA). This will include health screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc..
- Assemblies and student activities must adhere to recommended social distancing.
- Hand washing or hand sanitation stations will be available for any activity.
- Use of face masks should be implemented per executive order.

## **PHYSICAL EDUCATION**

Whenever possible, physical education classes will be held outside to allow for maximum social distancing between students.

- Students will be placed in smaller, appropriate groups for instruction and activities for appropriate social distancing.
- Students will need to provide their own water bottles.
- Restroom use will be the practice of “one in and one out.”
- P E equipment will be disinfected after each use
- Any activities bringing students into close physical contact will be avoided. Activities requiring multiple students to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to handwashing will be provided.

# COVID-19 STANDARD RESPONSE PROTOCOL

The Robert Lee Independent School District has created a standard response in the event there is a case or cases of confirmed COVID-19 among students or staff. Each facility will be operating at Stage 4 at the start of the school year. While the protocols that follow provide District leadership guidance on how to respond, the school district will always err on the side of caution and may take additional steps in any one stage.

# COVID-19 STANDARD RESPONSE PROTOCOL

## Stage 4 Prevention

### **No confirmed cases of COVID-19 among staff or students.**

- Health prevention measures are in place.
- Daily intensive cleaning and frequent cleaning of common areas.
- Limited visitor access.
- Monitoring virus trends in the community via health departments.

### **PREVENT: Practices to Prevent the Virus from Entering the School**

#### Screening Questions for COVID-19 Before Campus Access

1. School systems must require teachers and staff to self-screen for COVID-19 symptoms before coming onto campus each day. Symptoms are listed at the end of this document. The self-screening should include teachers and staff taking their own temperature. Teachers and staff must report to the school system if they themselves have COVID-19 symptoms or are test-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 test-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.
2. 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 test-confirmed with COVID-19, and instead should opt to receive remote instruction until the below

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 test-confirmed with COVID-19 until the 14-day incubation period has passed. School systems may consider screening students for COVID-19 as well. Screening is accomplished by asking questions by phone or other electronic methods and/or in person. The screening questions should also be asked of a student's parent if that parent will be dropping off or picking up their child from inside the school. Regularly performing a forehead temperature check of otherwise asymptomatic students in school is not recommended, but the practice is also not prohibited by this guidance.

3. Excluding parental drop-off and pick-up as discussed above, before visitors are allowed onto campuses, school systems must screen all visitors to determine if the visitors have COVID-19 symptoms (as listed in this document) or are test-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, school systems must screen to determine if visitors have had close contact with an individual who is test-confirmed with COVID-19, and, if so, they must remain off campus until the 14-day incubation period has passed. When practical, screening questions could be supplemented with temperature checks of adults.

#### *Individuals Confirmed or suspected with COVID-19*

1. Any individuals who themselves either: (a) are test-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:
  - o In the case of an individual who is symptomatic and is diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met for at least three days
    - i. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
    - ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
    - iii. at least ten days have passed since symptoms first appeared.

- In the case of an individual that is asymptomatic but has received a positive COVID-19 test result, the individual may not return to the campus until ten days have passed since a positive test.
- 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, though for health privacy reasons, the note does not need to indicate what the alternative diagnosis is, or (b) obtain an acute infection test (at a physician's office, [approved testing location](#), or other site) that comes back negative for COVID-19.
- If the individual has tested positive for COVID-19 and believes the test was a false positive, 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, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b) obtain two PCR acute infection tests (at a physician's office, [approved testing location](#), or other site) at least 24 hours apart that come back negative for 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.

## Stage 3 Mitigation

### **One or more confirmed case(s) of COVID-19 at one facility.**

- Persons who came in close contact of an individual with a confirmed case of COVID-19 will be contacted and advised to follow CDC health guidelines, see definition below.
- Affected area is closed for deep cleaning.
- Self-health monitoring, prevention information and stay home if ill communication to all persons at the facility.
- A short-term closure of the facility may be necessary.

### **RESPOND: Practices to Respond to a Test-Confirmed Case in the School**

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

1. If an individual who has been in a school is test-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).
2. Schools must close off areas that are heavily used by the individual with the test-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.
3. 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 test-confirmed COVID-19 case is identified among students, teachers or staff who participate in any of the campus activities.
4. Upon receipt of information that any teacher, staff member, student, or visitor at a school is test-confirmed to have COVID-19, the school must submit a report to the Texas Department of State Health Services via an [online form](#). The report must be submitted each Monday for the prior seven days (Monday-Sunday).

## Stage 2 Modified Operations

### **Confirmed COVID-19 cases in one specific area (ie: classroom) reaches 10%.**

- Individuals in that area will be advised to self-quarantine per CDC guidelines.
- Students and staff impacted move to School-to-Home learning model.
- Affected area is closed for deep cleaning.

- Self-health monitoring, prevention information and stay home if ill reminders sent to all persons at the facility.
- A short-term closure of facility may be necessary.

## **MITIGATE: Practices to Mitigate the Likelihood of COVID-19 Spread Inside the School**

### **Operational Considerations:**

#### *Health and Hygiene Practices: General*

1. Schools should attempt to have hand sanitizer and/or hand washing stations with soap and water at each entrance. They should also attempt to provide hand sanitizer and/or hand washing stations with soap and water in every classroom.
2. Students, teachers, staff, and campus visitors should be encouraged to sanitize and/or wash hands frequently.
  - School systems 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.
  - School systems 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 with their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.
3. Campuses should 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.
  - 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.
  - The CDC has provided [guidance on cleaning community buildings](#) to prevent COVID-19 spread.
  - 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.

4. Whenever possible, schools should open windows or otherwise work to improve air flow by allowing outside air to circulate in the building.
5. If a building has remained dormant for an extended period, we recommend you review [CDC guidance on maintaining water system safety](#) when buildings are unused for extended periods of time, and apply this guidance as appropriate.
6. The CDC provides a range of [printed resources](#) such as posters that promote protective measures and can serve as helpful reminders of best practices. Schools may use these or may create their own reminders.
7. On the first day a student attends school on campus, school systems must provide instruction to students on appropriate hygiene practices and other mitigation practices adopted in the local school system.

#### *Health and Hygiene Practices: Masks*

1. For the purposes of this document, masks include non-medical and medical grade disposable face masks and cloth face masks (over the nose and mouth).
2. Schools are required to comply with the governor's executive order regarding the wearing of masks.
3. In addition to the executive order, school systems may require the use of masks for adults or students for whom it is developmentally appropriate.
4. It may be impractical for students to wear masks while participating in some non-UIL athletic or other extracurricular activities. When it is impractical for students to wear masks during those activities, schools must require students, teachers, staff, and visitors to wear masks 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 as long as they maintain at least six feet of distance from other students, teachers, and staff who are not wearing masks. However, schools must require students, teachers, and staff to wear masks as they arrange themselves in positions that will allow them to maintain safe distancing.

#### *Student-Teacher Groupings*

Where feasible without disrupting the educational experience, encourage students to practice social distancing.

1. In classroom spaces that allow it, 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, schools should plan for more frequent hand washing and/or hand sanitizing and should consider whether increased airflow from the outdoors is possible.

#### *Use of Non-Classroom Spaces*

1. When feasible and appropriate (for example, in physical education classes as weather permits), it is preferable for students to gather outside, rather than inside, because of likely reduced risk of virus spread outdoors.

2. Schools may continue to offer extracurricular activities, at their discretion and consistent with the guidance in this document, for non-UIL extracurricular activities and with the guidance found on the UIL website for all UIL activities.
3. As is the case in typical years, school systems with policies that allow it may open facilities to the public. Operation of the facilities should be done consistent with the governor's executive orders for similar activities.
4. Campuses must plan for entry, exit, and transition procedures that reduce large group gatherings (of students and/or adults) in close proximity. Consider staggering school start and end times, assigning students to entries to ensure even distribution of students entering/exiting at each door, providing guidance to students to enter one at a time and wait six feet apart outside the entrance, and, where appropriate, encouraging parents to remain outside during drop-off and pick-up.
5. Depending upon local conditions, school systems should consider eliminating assemblies and other activities that bring large groupings of students and/or teachers and staff together.
6. Consider adding dividers between bathroom sinks, especially when students cannot be at least six feet apart while using the sinks.
7. School systems should consider practices that reduce the likelihood that students meet the close contact definition (defined below) at lunch. This could include having students eat lunch at their desks. It could include the use of seats that are spaced at least 6 feet apart. It could include the use of dividers on cafeteria tables if they can serve the purpose of shielding the students from respiratory droplets with which they might otherwise come into contact. For meal service itself, consider individually plated meals with disposable food service items for students who do not bring their own lunch.

#### *Transportation Recommendations*

1. School systems should consider requiring students and staff to use hand sanitizer upon boarding the bus.
2. When possible, schools should open windows to allow outside air to circulate in the bus.
3. School systems should encourage families to drop students off, carpool, or walk with their student to school to reduce possible virus exposure on buses.
4. Buses should be thoroughly cleaned after each bus trip, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles. During cleaning, open windows to allow for additional ventilation and air flow.

#### *Visits to Schools*

- Parents and other adults can visit schools, as permitted by local school system policies. During these visits, 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.

### *Staffing*

1. Employees of school systems, like employees of any organization, must continue to meet the work expectations set by their employers, subject to any applicable employment contract terms or legal requirements. However, school systems should work with teachers and other staff to ensure the safety of students, teachers, and staff. This could include allowing those staff, including teachers, who may fulfill their work duties remotely to do so. It could include modification of schedules to ensure, where feasible, that staff members, including teachers, interact with smaller and/or more consistent cohorts of individuals to further mitigate risk. In addition, teachers and staff who are in high risk categories may be entitled to paid leave under the federal [Families First Coronavirus Response Act \(FFCRA\)](#) in addition to leave already accrued.
2. School teachers and staff should be trained specifically on the protocols outlined in this document and the practices adopted by their school system. Additionally, while not developed with this exact guidance in mind, Texas Agri-Life Extension offers a free online course on [Special Considerations for Infection Control During COVID-19](#) (2hrs). This course is intended for frontline childcare workers, but the principles of the course apply equally to those working in school settings.
3. School systems should attempt to reduce in-person staff meetings or other opportunities for adults to congregate in close settings. When those meetings are necessary and cannot be done via electronic means, everyone must follow the mask protocols in this guidance, remain at least 6 feet apart where feasible, consider the use of dividers, and consider whether increased airflow from the outdoors is possible in those settings.

## Stage 1 District Closure

### **Suspected/Confirmed COVID-19 cases exceed 10% of facility occupancy.**

- All RLISD facilities close for a minimum of 14 days.
- Students and staff move to School-to- Home learning model.
- Disinfection of all facilities and school buses.
- All auxiliary areas such as playgrounds and athletic fields are closed.
- Extracurricular activities are cancelled.
- District-wide communication to staff/parents with self-health monitoring guidance.

## **INTERMITTENT SCHOOL-TO-HOME**

In the event a classroom or a school has 10% of the student/staff population with COVID-19 at one time, or otherwise determined by the Superintendent of Schools, students will move to intermittent School-to-Home Learning. In a School-to-Home learning model, students will temporarily learn from home and their teacher(s) work

remotely in a classroom and deliver instruction in real time (synchronous instruction) as well as self-paced work (asynchronous instruction).

## **SOCIAL AND EMOTIONAL LEARNING**

Regardless of the learning model, all Robert Lee ISD students will receive social and emotional support every day. Implementation of social and emotional learning will include:

- Teacher professional development on social and emotional learning (SEL) and trauma-informed classrooms.
- Student in-class and online activities on RLISD core values, social and emotional learning, following specific SEL competencies (Self-Awareness, Self- Management, Social Awareness, Relationship Skills, and Responsible Decision- Making).
- Mental health supports for students and employees.

## **COVID-19 Symptoms**

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following question:

Have they recently begun experiencing any of the following in a way that is not normal for them?

- 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

## **Close Contact**

This document refers to “close contact” with an individual who is test-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios should be determined by an appropriate public health agency. In general, close contact is defined as:

- a. being directly exposed to infectious secretions (e.g., being coughed on); or
- b. being within 6 feet for a total of approximately 15 minutes throughout the course of a day; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are test-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming test and continuing for 10 days following the confirming test.

### *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.