

A.W. BROWN
LEADERSHIP ACADEMY



COVID-19 School Reentry Planning Information

Survey Completed by: Anthony Jefferson, Superintendent

Submitted to Dallas County: July 21, 2020

Revised - July 31, 2020



With the rapidly changing situation with COVID-19 in Dallas County, the following principles governed our safety planning:

- ❑ *Topmost Priority - Student and Staff health, safety and well being;*
- ❑ *Ensure hygiene and health-related practices are CDC approved, clearly communicated, effectively implemented and diligently enforced; and*
- ❑ *Promote practices and protocols to reduce the risk of virus transmission and support our ability to be responsive and adjustable when facing these ever changing health circumstances.*

A. W. Brown Leadership Academy is excited and busy planning for our first day of school on August 6, 2020. We have been working to determine how we can best deliver a quality educational experience for our students, while also adhering to recommendations by Dallas County Health and Human Services, Centers for Disease Control, and the Texas Education Agency.

This plan includes comprehensive health and safety protocols for all staff and students for At-school (Face-to-Face) and an AWBLA@Home “asynchronous learning” option. In compliance with an order issued by the Dallas County Health and Human Services Department on July 16, 2020, A. W. Brown Leadership Academy’s remote start of school will be extended through September 20, 2020.

Our **online virtual-school** plan called **AWBLA @Home “asynchronous learning”** will begin August 6th, 2020. **AWBLA @Home “asynchronous learning”** is a curricular experience where scholars engage in the learning materials on their own time, interacting intermittently with the teacher via the computer or other electronic devices. In this setting, teachers will provide instruction, learning resources and support through the use of Schoology.

Beginning August 6th to September 20th, all students will attend school remotely, with no option for Face-to-face learning. Families who select Face-to-face learning will begin attending class on campus on Monday, September 21, 2020.

Table of Contents

Introduction and District Priorities	2
Transportation	4
Ingress/Egress	6
Health Survey	7
Social Distancing	8
Supplies	35
Common Areas	35
Hallways/Transitions	36
Water Fountains	37
Recess/Playground	38
Cafeteria	39
Student Mixing	42
Clinic	43
Personal Protective Equipment (PPE)	44
Disinfection and Sanitation	45
Cleaning/Sanitizing/Disinfecting Agents	47

Transportation

If applicable, describe the strategy for bus transportation of students to the school.

- Include the disinfection process for buses
 - Social distancing students on the bus
 - Personal Protective Equipment for drivers
-

As AWBLA reopens, scholars using our shuttle bus transportation services will follow revised protocols. Starting at the time when scholars arrive at the bus depot and board the school bus, the new safety and sanitizing protocols will be followed.

The AWBLA Transportation Department offers the following guidance to parents and caregivers regarding school bus transportation for daily shuttle bus routes as well as field trips. *We are requiring all of our drivers and scholars to wear masks while on the school bus.*

Bus Stop Expectations

- Scholars should practice social distancing, whenever possible (if there is adequate space and it is safe to do so) while waiting for and approaching the school bus.
- Scholars should NOT share food, drinks or personal devices.

Morning Boarding Bus Procedures

- There will be bus monitors on the buses to ensure that the mandatory seating chart is implemented with fidelity.
- Scholars will be spread out on the bus by every other seat or every other row.
- Parents will be notified on the spot as their child's temperature is taken.
- A car line is established for scholar drop-off.
- Our transportation team members will be present to administer temperature readings of all bus riders as they arrive in the car line drop-off.
- Temperature readings will be done in the presence of the scholar's parents/guardians.
- If a parent accidentally rushes off, all transportation members are equipped with the primary contact information for each scholar.
- Parents/guardians will be called and informed if their child registered a temperature of 100 or higher.
- A waiting area will be used to monitor the scholar(s) until the parent is able to return to get their child.
- Scholars and Transportation Staff are required to wear a face covering during the duration of the trip.

- Onloading and offloading of scholars from buses will be done to maintain social distancing practices.
- Buses will be filled from rear to front and offloading from front to rear.
- AWBLA bus drivers are trained to not allow any scholar on a bus without a PPE approved mask covering their nose and mouth.
- All bus drivers will wear a PPE approved (mask and gloves) while interacting with scholars and operating buses.
- Bus drivers will check the temperature of scholars prior to morning onboarding using a handheld thermometer device. A bus monitor will escort any scholar with a temperature 100 degrees or higher to the Quest campus, with clinic referral form completed documenting the temperature. Clinic personnel will immediately isolate the scholar and contact the parent/guardian.
- The interior surfaces of AWBLA buses and other transportation vehicles will be thoroughly treated by the GermBlast (Germblast.com) products and services.
- Scholars will not be allowed to share food, drinks, or personal devices in waiting areas and on buses.

Hand sanitizer will be provided near the bus stairwell for all riders of the bus.

- Considerations will be taken for siblings and younger scholars mixed with older scholars.
- Scholars will practice social distancing (6 feet) and avoid gathering in groups of 10 or more while waiting at the bus depot.
- All bus seating areas will be disinfected after each bus route, particularly high-touch surfaces such as bus seats, steering wheels, knobs and stairway handrail.
- Periodically bus windows will be open to allow outside air to circulate inside the buses.
- A total of 10 scholars will be transported on all bus trips at all times (This number could change depending on COVID-19 data).

Loading and Unloading at Campus

- Unloading will start from the front to the back.
- Scholars will load and unload the bus at staggered times at the direction of the bus driver.
- As scholars depart from the bus, they will immediately walk into the building and designated area for morning arrival.
- Scholars will maintain social distancing guidelines as they enter the building and report to designated waiting areas.
- Scholars will wait in designated pre-loading areas for each bus to arrive.
- Scholars are expected to remain in their assigned seat for the duration of the bus ride.
- Scholars should NOT share food, drinks or personal devices.
-

Afternoon Campus Boarding Bus Procedures

- Scholars should practice social distancing as they approach and board the bus.
- Seating: scholars will be seated starting from the back seats then toward the front.
 - Considerations for siblings & younger scholars mixed with older scholars
- Bus in motion rules: Standard AWBLA bus rules apply.
- Scholars should NOT share food, drinks or personal devices.

Disinfecting Protocol

Between each AM & PM Campus drop-off

- School bus drivers, bus assistants will be spraying and wiping down seats and high-touch items with disinfecting spray.
- Bus seating areas will be disinfected after each bus route, particularly high-touch surfaces such as bus seats, steering wheels, knobs and stairway handrail.
- When possible, bus windows will be open to allow outside air to circulate in the bus.

Weekly Deep Disinfecting Process

- Deep cleaning: Electrostatic spraying of bus interiors will occur twice weekly and quarterly by GERMBLAST.



Ingress/Egress

Describe the control of ingress/egress for the school.

Principals will assign staff to hallways and restrooms to help remind students to adhere to the 6ft of social distancing throughout the arrival and dismissal procedures.

Arrival Protocols & Procedures

- ▶ **All scholars and staff will enter the main entrance into the building so they can be scanned** by the thermal camera to facilitate temperature checks.
- ▶ If a staff member has a temperature or is experiencing COVID-19 symptoms, the staff member will be required to immediately go home.
- ▶ All staff will be required to wear face masks or shields most of the school day (must be worn when in a room or space with others). Scholars will also be asked to wear a face covering during most of the school day, especially when social distancing is difficult.

- ▶ **QUEST:** All K-4 scholars will enter the building and be directed to the auditorium and all 5-8 scholars will be directed to the gym.
- ▶ **GENESIS:** All staff and K-5 scholars will enter the building through the main entrance. All PK scholars will report to their portable(s). K-2 scholars will report to their respective classrooms; and 3-5 scholars will report to the gymnasium.

Dismissal Protocols & Procedures

- ▶ All parents must remain in their vehicles and proceed through the designated entrances on each campus.
- ▶ **QUEST:** K-4 scholars will dismiss from the Valerium and 5-8 scholars will dismiss from the gym.
- ▶ Teachers will ensure everyone is practicing social distancing.
- ▶ All Daycare Van and Bus-Riders will be dismissed from the Cafeteria/Auditorium at 3:50PM.
- ▶ **GENESIS:** Pre-kindergarten scholars will dismiss from portables at 3:00PM
- ▶ K-5 scholars will be dismissed from the gymnasium at 3:50PM.
- ▶ All Daycare Van and Bus-Riders will be dismissed from the Cafeteria at 3:50PM

Health Survey

Staff will complete a COVID-19 screening survey each day prior to or immediately upon arrival to campus but prior to reporting to their duty station. This form includes a place for their temperature to be documented. **See copy of form in Comments Section.**

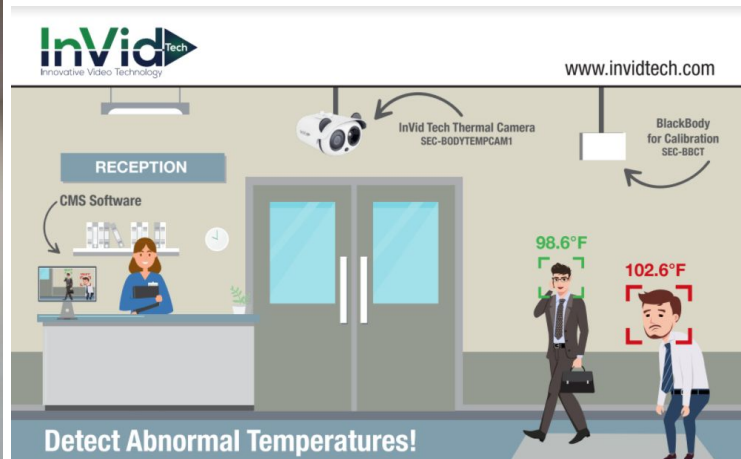
A parent or guardian will be required to screen their children for COVID-19 symptoms each day prior to sending them to school. Parents will need to take their child's temperature daily. Additional screening may be conducted during the school day including temperature checks prior to entry to the building/classroom.

Contractors will be required to complete a COVID-19 screening survey prior to gaining access beyond the front lobby.

All COVID-19 screening surveys are submitted to our Health Services Coordinator for review and follow-up as needed.

Body temperature cameras have been installed at the front entrances of Genesis and Quest campuses. Employees and scholars will enter through the front doors to enable

temperature screening. For areas such as the portables or buildings without temperature cameras, infrared thermometers will be utilized for temperature checks.



Social Distancing

Describe the classroom space in reference to social distancing.

- Include classroom schedules
- Teacher Rotation (if applicable)
- Class sizes - 18 scholars or less

Classroom Spaces

Classroom setups will maximize spacing of desks to insure social distancing if possible.

Middle School



Elementary



PreKindergarten



Classroom Schedules

AWBLA@HOME (Asynchronous)

While in a remote learning environment, time management is critical to success. Scholars and teachers must remain in communication regarding daily schedules and assignments. As with any traditional course, there is a risk of receiving a lower grade if a scholar falls behind. If scholars are struggling with time management, then the parent or scholar should contact the teacher for additional assistance. The AWBLA@Home schedule begins August 6, 2020.



Teacher's **AWBLA@Home** Asynchronous Schedule

Grades PK-5

Monday	Tuesday	Wednesday	Thursday	Friday
8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM
Prep/Planning	Grade-level PLCs	Prep/Planning	Grade-level PLCs	Prep/Planning
9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM
Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements
9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM
SEL Activities	SEL Activities	SEL Activities	SEL Activities	SEL Activities
9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 11:00AM
Small-Group Instruction/ Intervention	Small-Group Instruction/ Intervention	Small-Group Instruction/ Intervention	Small-Group Instruction/ Intervention	LIVE Integrated ELAR & Social Studies Lesson/Activities
12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	11:00AM - 11:15AM
Lunch	Lunch	Lunch	Lunch	Brain Break
1:00PM - 2:30PM	1:00PM - 4:30PM	1:00PM - 3:30PM	1:00PM - 3:00PM	11:15AM - 12:15PM
Response to Intervention PD	Small-Group Instruction/ Intervention	Staff Professional Learning & Planning • Training, Team Meetings & Collaboration • Planning	Special Services PD	LIVE Integrated Math & Science Lesson/Activities
3:00PM - 4:30PM			3:00PM - 4:30PM	12:15PM - 1:00PM
Staff Meeting			STAFF PD	Lunch
				1:30PM - 4:30PM
				Curriculum Meeting



Recommended **AWBLA@Home** Asynchronous Learning Schedule

Grades PK-5

Monday	Staff Availability
9:00AM - 9:15AM	Teacher Availability: 9:45AM - 12:00PM <ul style="list-style-type: none"> Teachers will upload weekly lessons to Schoology for every subject area - including Rotation Courses. Teachers will teach (1) live lesson every Friday via GoToMeeting. Teachers will be available to provide small-group intervention daily via GoToMeetings in 30 minute increments as scheduled. Teachers will be available to meet with parents via GoToMeeting in 15-30 minutes increments as scheduled.
Live Morning Announcements	
9:15AM - 9:45AM	
SEL Activities	
9:45AM - 11:00AM	
Integrated ELAR & Social Studies Lesson/Activities	Teacher Assistant Availability: 9:45AM - 12:15PM <ul style="list-style-type: none"> Teacher Assistants will assist Pre-Kindergarten Teachers with daily tasks (calling PK Scholars, prepping and planning weekly activities, etc.)
11:00AM - 11:15AM	
Brain Break	
11:15AM - 12:15PM	
Integrated Math & Science Lesson/Activities	
12:15PM - 1:00PM	Teacher Assistant Availability: 2:00PM - 4:30PM <ul style="list-style-type: none"> Teacher Assistants will be available to provide small-group intervention daily via GoToMeetings in 30 minute increments. Teacher Assistants will be available to provide 1-to-1 intervention daily via GoToMeetings in 30 minute increments as scheduled by parents.
Lunch/Recess	
1:00PM - 2:00PM	
Power Hour	
Interactive Rotation Activities	
2:00PM - 4:00PM	
<ul style="list-style-type: none"> Optional: extension, enrichment, and practice Small Group Intervention (STAFF-Led) 	



Teacher Assistant's **AWBLA@Home** Asynchronous Schedule

Grades PK-5

Monday	Tuesday	Wednesday	Thursday	Friday
8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM
Prep/Planning	Grade-level PLCs	Prep/Planning	Grade-level PLCs	Prep/Planning
9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM
Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements
9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM
SEL Activities	SEL Activities	SEL Activities	SEL Activities	SEL Activities
9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM
Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention
12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM
Lunch	Lunch	Lunch	Lunch	Lunch
1:00PM - 2:00PM	1:00PM - 4:30PM	1:00PM - 4:30PM	1:00PM - 2:30PM	1:00PM - 2:00PM
Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention
3:00PM - 4:30PM			3:00PM - 4:30PM	2:00PM - 4:30PM
Staff Meeting			STAFF PD	Curriculum Meeting



Rotation Teacher's **AWBLA@Home** Asynchronous Schedule

Grades PK-5

Monday	Tuesday	Wednesday	Thursday	Friday
8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM
Prep/Planning	Grade-level PLCs	Prep/Planning	Grade-level PLCs	Prep/Planning
9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM
Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements
9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM
SEL Activities	SEL Activities	SEL Activities	SEL Activities	SEL Activities
9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM
Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention
12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM
Lunch	Lunch	Lunch	Lunch	Lunch
1:00PM - 2:00PM	1:00PM - 2:00PM	1:00PM - 2:00PM	1:00PM - 2:00PM	1:00PM - 2:00PM
Power Hour Interactive Rotation Activities	Power Hour Interactive Rotation Activities	Power Hour Interactive Rotation Activities	Power Hour Interactive Rotation Activities	LIVE Power Hour Interactive Rotation Activities
3:00PM - 4:30PM	2:30PM - 4:30PM	2:30PM - 4:30PM	3:00PM - 4:30PM	2:30PM - 4:30PM
Staff Meeting	Small-Group Intervention	Staff Professional Learning & Planning	STAFF PD	Curriculum Meeting



Remote Learning Schedule: Pre-Kindergarten

Monday	Tuesday	Wednesday	Thursday	Friday
8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM
-Morning Message -Intro. of lesson -(Read Aloud Video) -SEL Activities -Brain Break	-Morning Message -Intro. of lesson -(Read Aloud Video) -SEL Activities -Brain Break	-Morning Message -Intro. of lesson -(Read Aloud Video) -SEL Activities -Brain Break	-Morning Message -Intro. of lesson -(Read Aloud Video) -SEL Activities -Brain Break	-Morning Message -Intro. of lesson -(Read Aloud Video) -SEL Activities -Brain Break
9:00AM - 10:30AM	9:00AM - 10:30AM	9:00AM - 10:30AM	9:00AM - 10:30AM	9:00AM - 10:30AM
-Writing Journal -Integrated ELAR Lesson -Hands On Activities -Energizer/Yoga/Breaks	-Writing Journal -Integrated ELAR Lesson -Hands On Activities -Energizer/Yoga/Breaks	-Writing Journal -Integrated ELAR Lesson -Hands On Activities -Energizer/Yoga/Breaks	-Writing Journal -Integrated ELAR Lesson -Hands On Activities -Energizer/Yoga/Breaks	-Writing Journal -Integrated ELAR Lesson -Hands On Activities -Energizer/Yoga/Breaks
10:30AM - 10:45AM	10:30AM - 10:45AM	10:30AM - 10:45AM	10:30AM - 10:45AM	10:30AM - 10:45AM
Brain Break	Brain Break	Brain Break	Brain Break	Brain Break
10:45AM - 12:15AM	10:45AM - 12:15AM	10:45AM - 12:15AM	10:45AM - 12:15AM	10:45AM - 12:15AM
-Math/Science Lesson -Hands On Activities	-Math/Science Lesson -Hands On Activities	-Math/Science Lesson -Hands On Activities	-Math/Science Lesson -Hands On Activities	-Math/Science Lesson -Hands On Activities
12:15PM - 12:45PM 12:24PM- 1:15PM	Lunch Rest/Time/Snack			
1:15PM- 3:30PM	1:15PM- 3:30PM	1:15PM- 3:30PM	1:15PM- 3:30PM	1:15PM- 3:30PM
Curriculum Meeting (Staff not available to support scholars at this time due to meetings)	Students: Social Emotional Learning/Arts/STEM Optional: extension, enrichment, and practice	Staff Professional Learning & Planning • Training, Team Meetings & Collaboration • Planning	Students: Social Emotional Learning/ Art/STEM Optional: extension, enrichment, and practice	Students: Social Emotional Learning/ Art/STEM Optional: extension, enrichment, and practice
2:00PM - 3:30PM	Staff: • Small Group Interventions • Technology Intervention • Reading Aloud Closing	(Staff not available to support scholars at this time due to meetings)	2:00PM - 3:30PM Special Services Meeting (Staff not available to support scholars at this time due to meetings)	Staff: • Small Group Interventions • Technology Intervention • Reading Aloud Closing



Teacher's **AWBLA@Home** Asynchronous Schedule

Grades PK-8

Monday	Tuesday	Wednesday	Thursday	Friday
8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM
Prep/Planning	Grade-level PLCs	Prep/Planning	Grade-level PLCs	Prep/Planning
9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM
Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements
9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM
SEL Activities	SEL Activities	SEL Activities	SEL Activities	SEL Activities
9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 11:00AM
Small-Group Instruction/ Intervention	Small-Group Instruction/ Intervention	Small-Group Instruction/ Intervention	Small-Group Instruction/ Intervention	LIVE Integrated ELAR & Social Studies Lesson/Activities
12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	11:00AM - 11:15AM
Lunch	Lunch	Lunch	Lunch	Brain Break
1:00PM - 2:30PM	1:00PM - 4:30PM	1:00PM - 3:30PM	1:00PM - 3:00PM	11:15AM - 12:15PM
Response to Intervention PD	Small-Group Instruction/ Intervention	Staff Professional Learning & Planning <ul style="list-style-type: none"> • Training, Team Meetings & Collaboration • Planning 	Special Services PD	LIVE Integrated Math & Science Lesson/Activities
3:00PM - 4:30PM			3:00PM - 4:30PM	12:15PM - 1:00PM
Staff Meeting			STAFF PD	Lunch
				1:30PM - 4:30PM
				Curriculum Meeting



Recommended **AWBLA@Home** Asynchronous Learning Schedule

Grades 6th-8th

Monday	Staff Availability
9:00AM - 9:15AM	Teacher Availability: 9:45AM - 12:00PM <ul style="list-style-type: none"> Teachers will upload weekly lessons to Schoology for every subject area - including Rotation Courses. Teachers will teach (1) live lesson every Friday via GoToMeeting. Teachers will be available to provide small-group intervention daily via GoToMeetings in 30 minute increments as scheduled. Teachers will be available to meet with parents via GoToMeeting in 15-30 minutes increments as scheduled.
Live Morning Announcements	
9:15AM - 9:45AM	
SEL Activities	
9:45AM - 11:00AM	
Integrated ELAR & Social Studies Lesson/Activities	
11:00AM - 11:15AM	P.S./C.S. Availability: 9:45AM - 12:15PM <ul style="list-style-type: none"> P.S./C.S. will assist (6th-8th) Teachers with daily tasks (calling scholars, prepping and planning weekly activities, etc.)
Brain Break	
11:15AM - 12:15PM	
Integrated Math & Science Lesson/Activities	P.S./C.S. Availability: 2:00PM - 4:30PM <ul style="list-style-type: none"> P.S./C.S. will be available to provide small-group intervention daily via GoToMeetings in 30 minute increments. P.S./C.S. will be available to provide 1-to-1 intervention daily via GoToMeetings in 30 minute increments as scheduled by parents.
12:15PM - 1:00PM	
Lunch/Recess	
1:00PM - 2:00PM	P.S. stands for permanent sub and C.S. stands for campus support.
Power Hour	
Interactive Rotation Activities	
2:00PM - 4:00PM	
<ul style="list-style-type: none"> Optional: extension, enrichment, and practice Small Group Intervention (STAFF-Led) 	



P.S./C.S **AWBLA@Home** Asynchronous Schedule

Grades 6th-8th

Monday	Tuesday	Wednesday	Thursday	Friday
8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM
Prep/Planning	Grade-level PLCs	Prep/Planning	Grade-level PLCs	Prep/Planning
9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM
Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements
9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM
SEL Activities	SEL Activities	SEL Activities	SEL Activities	SEL Activities
9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM
Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention
12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM
Lunch	Lunch	Lunch	Lunch	Lunch
1:00PM - 2:00PM	1:00PM - 4:30PM	1:00PM - 4:30PM	1:00PM - 2:30PM	1:00PM - 2:00PM
Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention
3:00PM - 4:30PM			3:00PM - 4:30PM	2:00PM - 4:30PM
Staff Meeting			STAFF PD	Curriculum Meeting



Elective Teacher's **AWBLA@Home** Asynchronous Schedule

Grades 6th-8th

Monday	Tuesday	Wednesday	Thursday	Friday
8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM	8:00AM - 9:00AM
Prep/Planning	Grade-level PLCs	Prep/Planning	Grade-level PLCs	Prep/Planning
9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM	9:00AM - 9:15AM
Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements	Live Morning Announcements
9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM	9:15AM - 9:45AM
SEL Activities	SEL Activities	SEL Activities	SEL Activities	SEL Activities
9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM	9:45AM - 12:15AM
Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention	Small-Group Intervention
12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM	12:15PM - 1:00PM
Lunch	Lunch	Lunch	Lunch	Lunch
1:00PM - 2:00PM	1:00PM - 2:00PM	1:00PM - 2:00PM	1:00PM - 2:00PM	1:00PM - 2:00PM
Power Hour	Power Hour	Power Hour	Power Hour	LIVE Power Hour
Interactive Elective Activities	Interactive Elective Activities	Interactive Elective Activities	Interactive Elective Activities	Interactive Elective Activities
3:00PM - 4:30PM	2:30PM - 4:30PM	2:30PM - 4:30PM	3:00PM - 4:30PM	2:30PM - 4:30PM
Staff Meeting	Small-Group Intervention	Staff Professional Learning & Planning	STAFF PD	Curriculum Meeting

PLEASE NOTE: The details on this page are subject to change as directives are provided by governing authorities and/or health officials or as public health conditions change.

This option provides students with full-time, in-person instruction from their teacher in a classroom setting on campus beginning September 21, 2020.

FACE-TO-FACE LEARNING (At School)

Scholars and teachers will attend class in-person, five days a week, with additional safety measures in alignment with state and federal guidelines and recommendations. Class sizes will depend on the number of who choose to participate in face-to-face learning. The plan is to have no more than 18 scholars in one classroom and teachers will come into the classroom and teach their lesson at their set time. **Scholars will not move unless they are going to the restroom or electives.** A number of enhanced health and safety protocols will be in place to help prevent the spread of COVID-19. The District employs a full-time registered nurse plus 2 LVNs, and 2 Clinic Assistants. Highlights include:

- ▶ All scholars and staff will be screened for COVID-19 symptoms regularly and individuals who present with symptoms will be separated and sent home.
- ▶ Staff will be required to self-screen for COVID-19 symptoms prior to reporting to work each day.
- ▶ Parents/guardians are expected to screen their scholar for COVID-19 each day prior to sending their scholar to school.
- ▶ Teachers will monitor scholars and refer to the nurse if symptoms are present.
- ▶ Teachers will plan instruction that is quickly and easily transferable from face-to-face to remote in the event of a temporary school closure due to COVID-19 spread.
- ▶ Traffic patterns will be established to separate individuals to the greatest extent possible, and wayfinding signage will encourage social distancing.
- ▶ Alcohol-based hand sanitizer will be readily available and thorough hand washing will be practiced.
- ▶ District-directed and campus-designed safety procedures will be implemented.
- ▶ Desks or tables will be socially distanced as much as instructionally possible.
- ▶ When possible, technology can be utilized when the use of manipulatives is needed. Teachers will consider assigning scholars specific manipulatives in order to reduce the possibility of exposure.

- ▶ 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.
- ▶ The recommended procedures will be applied to all classroom settings, including special education services locations when possible and appropriate. Scholars' individual needs will be addressed on a case-by-case basis.
- ▶ The scheduling of whole classroom breaks is recommended to eliminate co-mingling of scholars across various classes and to ensure teacher monitoring of social distancing guidelines.
- ▶ After a restroom break, scholars will be required to use hand sanitizer before reentering the classroom.
- ▶ "Brain breaks" will be implemented as needed, at the discretion of the teacher.
- ▶ "Mask breaks" will be implemented as needed.
- ▶ Teachers will discourage sharing of items that are difficult to clean or disinfect.
- ▶ Teachers will keep each scholar's belongings separated from others' by storing them in individually labeled containers, cubbies, or areas.
- ▶ Teachers will ensure adequate supplies to minimize sharing of high touch materials as possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- ▶ Avoid sharing electronic devices, toys, books, games and other learning aids.

ELECTIVES (At School)

AWBLA offers electives and rotation courses, which include art, character education, computer and music. Electives options consist of band, character education, iLead (leadership course and physical education (PE).

How will electives be delivered?

We expect all academic content will be provided to students in schools, including arts (music, choir and visual arts), electives (character education, iLead (leadership course) and physical education (PE).

We know that remote and in-person electives will definitely look different based on a number of factors: reduced cohort sizes, limitations around equipment use with students, and arts/PE teachers access to their own classroom space. Each of these will definitely impact how teachers will need to continually adjust their instruction to students. This will largely reflect a lot of what we saw in the spring when classes were held remotely with creativity given to how projects and performances look in a virtual setting. AWBLA educators are working to support schools with professional learning opportunities, equipment, and curriculum/instruction to ensure these are meaningful experiences for students. Talk to your school and teacher for specific details about how these will look for your student.

Will AWBLA still have art and band?

Yes, AWBLA will still have art, band, choir, etc. AWBLA is following health guidelines put

forward by local and state health officials, as well as the CDC, on best practices toward keeping these activities safe – including which instruments and equipment can be used for in-person learning, and how equipment should be cleaned. Some activities, like choir, will happen in outdoor settings instead to ensure safety. We are continuously updating information in the guidance document as we receive information from arts and PE national organizations and current research, making sure that our guidance also aligns with the TEA, UIL, and CDC Guidelines.

Elective/Rotation Procedures

- ▶ Music classes will be held in the auditorium via the classroom. Scholars will maintain 6ft social distance requirements.
- ▶ There will be no sharing or passing of materials/instruments student to student
- ▶ Band and PE classes will be held outside when possible
- ▶ No sharing of music stands
- ▶ Each Scholar will have their own copy of music
- ▶ Teachers will disinfect instruments and wait a minimum of 20 minutes before giving the instrument to another student
- ▶ Scholars who play the drum and tuba will be required to bring their own drumsticks and mouth piece
- ▶ Band members will be required to take their instruments home daily
- ▶ Spit valves will be emptied into a waste basket

RESTROOM PROCEDURES (At School)

Elementary and Middle School

Scholars will be trained on the proper handwashing techniques and hand washing signs will be posted in the restroom and become a part of routine procedures to assist scholars in learning the proper steps for handwashing.

Classes will operate on a scheduled restroom break cycle (exceptions will be made based on the scholar's needs). The custodial staff will clean the restroom after each scheduled break.

Scholars will enter the restroom 2-3 at a time, utilizing every other stall.

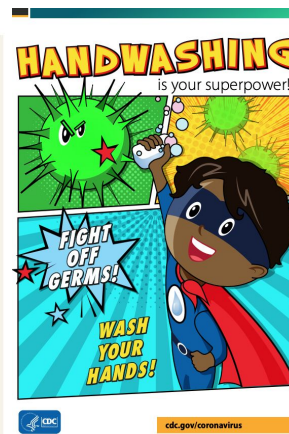
The restroom doors will remain open for staff to monitor. When a scholar has a restroom need due to privacy, the door will be closed. She/he will be reminded to wash their hands properly.

PreKindergarten & Kindergarten

To ensure that Pre-school scholars follow standard handwashing procedures, our staff will model and train them to wash their hands properly by following the appropriate steps. Scholars will have adult supervision provided by the teacher/co-teacher. The bathroom door will remain open during hand washing time. Scholars will wash their hands frequently throughout the day. Hand washing will occur before and after lunch, before snack, after all hands on activities and as often as necessary.

The restroom doors are open for staff to monitor, redirect scholars, and provide feedback when needed. When a scholar has a restroom need due to privacy, the door will be closed. She/he will be reminded to wash their hands properly. Staff members will be readily available outside the door to give them a couple of squirts of hand sanitizer to provide additional sanitization.

Hand washing signs will be posted in the restroom and become a part of routine procedures to assist scholars in learning the proper steps for handwashing. Parental support will also be encouraged. We will send a copy of the handwashing procedures home so that parents can reinforce proper handwashing techniques. See sample signage below.



Kindergarten 2020-2021 Schedule

07:50—08:15	Breakfast/ Morning Meeting
08:15—10:00	ELAR
10:00—10:30	Lunch
10:30—11:00	Recess
11:00—11:15	Break (Refocus Time)
11:15—11:45	Social Studies
11:45—12:45	Rotation/Planning Period
12:45—01:45	Math
01:45—02:00	Break (Snack Time)
02:00—02:45	Science
02:45—03:30	Intervention <ul style="list-style-type: none"> ▪ ELAR—M, W ▪ Math—T, Th ▪ Writing—F
03:30—03:45	DCVB/Siblings/Shuttle Rider's Dismissal
03:45—04:30	Dismissal

2020-2021 K-5 Rotation Schedule

	ART Education	Character Education	Reading Mastery	Physical Education	STEM Laboratory
Monday	Section A	Section B	Section C	Section D	Section E
Tuesday	Section E	Section A	Section B	Section C	Section D
Wednesday	Section D	Section E	Section A	Section B	Section C
Thursday	Section C	Section D	Section E	Section A	Section B
Friday	Section B	Section C	Section D	Section E	Section A

Section KF will utilize the SPLIT Roster to send scholars to Rotation every day.

First Grade 2020-2021 Schedule

07:50—08:15	Breakfast/ Morning Meeting
08:15—10:00	ELAR
10:00—10:30	Writing
10:30—11:00	Lunch
11:00-11:30	Recess
11:30—12:30	Math
12:30—12:45	Social Studies
12:45—01:45	Rotation/Planning Period
01:45—02:00	Social Studies continued...
02:00—02:45	Science
02:45—03:30	Intervention <ul style="list-style-type: none"> ▪ ELAR—M, W ▪ Math—T, Th ▪ Writing—F
03:30—03:45	DCVB/Siblings/Shuttle Rider's Dismissal
03:45—04:30	Dismissal

2020-2021 K-5 Rotation Schedule

	ART Education	Character Education	Reading Mastery	Physical Education	STEM Laboratory
Monday	Section A	Section B	Section C	Section D	Section E
Tuesday	Section E	Section A	Section B	Section C	Section D
Wednesday	Section D	Section E	Section A	Section B	Section C
Thursday	Section C	Section D	Section E	Section A	Section B
Friday	Section B	Section C	Section D	Section E	Section A

Second Grade 2020-2021 Schedule

07:50—08:15	Breakfast/ Morning Meeting
08:15—10:00	ELAR
10:00—10:30	Writing
10:30—11:00	Social Studies
11:00—11:30	Lunch
11:30—12:00	Recess
12:00—01:00	Math
01:00—01:45	Science
01:45—02:45	Rotation/Planning Period
02:45—03:30	Intervention <ul style="list-style-type: none"> ▪ ELAR—M, W ▪ Math—T, Th ▪ Writing—F
03:30—03:45	DCVB/Siblings/Shuttle Rider's Dismissal
03:45—04:30	Dismissal

2020-2021 K-5 Rotation Schedule

	ART Education	Character Education	Reading Mastery	Physical Education	STEM Laboratory
Monday	Section A	Section B	Section C	Section D	Section E
Tuesday	Section E	Section A	Section B	Section C	Section D
Wednesday	Section D	Section E	Section A	Section B	Section C
Thursday	Section C	Section D	Section E	Section A	Section B
Friday	Section B	Section C	Section D	Section E	Section A

Third Grade 2020-2021 Schedule

07:50—08:15	Breakfast/ Morning Meeting
08:15—10:15	Block A
10:15—11:15	Rotation/Planning Period
11:15—11:30	Block A continued...
11:30—12:00	Lunch
12:00—12:30	Recess
12:30—12:45	Block A continued...
12:45—01:00	Break
01:00—03:30	Block C
03:30—03:45	DCVB/Siblings/Shuttle Rider's Dismissal
03:45—04:30	Dismissal

2020-2021 K-5 Rotation Schedule

	ART Education	Character Education	Reading Mastery	Physical Education	STEM Laboratory
Monday	Section A	Section B	Section C	Section D	Section E
Tuesday	Section E	Section A	Section B	Section C	Section D
Wednesday	Section D	Section E	Section A	Section B	Section C
Thursday	Section C	Section D	Section E	Section A	Section B
Friday	Section B	Section C	Section D	Section E	Section A

Fourth Grade 2020-2021 Schedule

07:50—08:15	Breakfast/ Morning Meeting
08:15—09:15	Block A <ul style="list-style-type: none"> • Core Subject 60 mins • Elective 45 mins
09:15—10:15	Rotation/Planning Period
10:15—11:00	Block A continued...
11:00—12:00	Block B <ul style="list-style-type: none"> • Core Subject 60 mins • Elective 45 mins
12:00—12:30	Lunch
12:30—01:00	Recess
01:00—01:45	Block B continued...
01:45—03:30	Block C <ul style="list-style-type: none"> • Core Subject 60 mins • Elective 45 mins
03:30—03:45	DCVB/Siblings/Shuttle Rider's Dismissal
03:45—04:30	Dismissal

2020-2021 K-5 Rotation Schedule

	ART Education	Character Education	Reading Mastery	Physical Education	STEM Laboratory
Monday	Section A	Section B	Section C	Section D	Section E
Tuesday	Section E	Section A	Section B	Section C	Section D
Wednesday	Section D	Section E	Section A	Section B	Section C
Thursday	Section C	Section D	Section E	Section A	Section B
Friday	Section B	Section C	Section D	Section E	Section A

Fifth Grade 2020-2021 Schedule

07:50—08:15	Breakfast/ Morning Meeting
08:15—09:15	Rotation/Planning Period
09:15—11:45	Block A
11:45—12:00	Break
12:00—12:30	Block B
12:30—01:00	Lunch
01:00—01:30	Recess
01:30—03:30	Block B continued...
03:30—03:45	DCVB/Siblings/Shuttle Rider's Dismissal
03:45—04:30	Dismissal

2020-2021 K-5 Rotation Schedule

	ART Education	Character Education	Reading Mastery	Physical Education	STEM Laboratory
Monday	Section A	Section B	Section C	Section D	Section E
Tuesday	Section E	Section A	Section B	Section C	Section D
Wednesday	Section D	Section E	Section A	Section B	Section C
Thursday	Section C	Section D	Section E	Section A	Section B
Friday	Section B	Section C	Section D	Section E	Section A

2020-2021 K-5 Rotation Schedule

	ART Education	Character Education	Reading Mastery	Physical Education	STEM Laboratory
Monday	Section A	Section B	Section C	Section D	Section E
Tuesday	Section E	Section A	Section B	Section C	Section D
Wednesday	Section D	Section E	Section A	Section B	Section C
Thursday	Section C	Section D	Section E	Section A	Section B
Friday	Section B	Section C	Section D	Section E	Section A

Section KE will utilize the SPLIT Roster to send scholars to Rotation every day.

07:50—08:15	Arrival Duty
08:15—09:15	Fifth Grade
09:15—10:15	Fourth Grade
10:15—11:15	Third Grade
11:15—11:45	Lunch
11:45—12:45	Kindergarten
12:45—01:45	First Grade
01:45—02:45	Second Grade
02:45—03:45	Planning Period
03:45—04:30	Dismissal Duty


- If Rotation Teachers do not have classes scheduled between 10:00—11:15, they are to assist Campus Support and Grade-Level Teachers with Cafeteria and Recess Duty. No exceptions.
- If Rotation Teachers do not have classes scheduled between 8:15—10:00 or 12:45—2:45, they will provide additional support for kindergarten scholars; rotating between kinder classes.

Pre-kindergarten 3 2020-21 Schedule



07:50—08:10	Breakfast
08:10—08:15	Morning Announcements
08:15—08:45	Morning Meeting
08:45—09:00	Response to Literature (Writing)
09:00—10:00	Literacy Centers/Small Group
10:00—10:30	Math + Small Group Activities
10:30—11:00	Lunch
11:00—11:30	Recess/Outdoor Time
11:30—01:30	Naptime
01:30—01:45	Snack Time
01:45—02:00	2 nd Literacy Centers
02:00—02:45	Literacy Centers/Hands-on Activity
02:45—03:00	Closing Closing/SEL Activity
03:00—03:50	PK Dismissal

Pre-kindergarten 4 2020-21 Schedule



07:50—08:10	Breakfast
08:10—08:15	Morning Announcements
08:15—08:45	Morning Meeting
08:45—09:00	Response to Literature (Writing)
09:00—10:30	Literacy Centers/Small Group
10:30—11:00	Recess/Gross Motor
11:00—11:30	Lunch
11:30—12:00	Circle Time/Whole Group Math
12:00—02:00	Naptime
02:00—02:20	Snack/Restroom/Dismissal Prep
02:20—02:45	Read Aloud/Social Studies/ Music Movements
02:45—03:00	Closing Circle/ Social Emotional Learning
03:00—03:50	PK Dismissal



Middle School Schedules

A Day 45 Minute Planning Master Schedule Blueprint 2020-2021

Elective Teacher	6 th Teacher	7 th Teacher	8 th Teacher
ASSIGNED DUTIES Uniform Check 7:50-8:10	Class 1 Breakfast in the classroom 7:50-8:10	Class 1 Breakfast in the classroom 7:50-8:10 Class 1 SEL Lesson 8:15-8:30	Class 1 Breakfast in the classroom 7:50-8:10 Class 1 SEL Lesson 8:15-8:30
Elective 6 th 8:15-9:00	Elective 6 th 8:15 – 9:00	Class 1 8:35-9:50	Class 1 8:35-9:45
Elective 7 th 9:55-10:40	Class 1 9:05 – 10:15	Elective 7th Grade 9:55-10:40	Class 2 9:50-10:40
Elective 8 th 10:45-11:30	Class 2 10:20 - 11:30	Class 2 10:45-11:55	Elective 8 th 10:45-11:30
Lunch 11:30-12:00	Class 3 11:35 - 11:55	Class 3 12:00-12:35	Class 2 11:35-11:55
Lunch Duty 12:00 – 1:50	Lunch Time 12:00 – 12:30	Lunch 12:40-1:10	Class 3 12:00-1:15
Planning 1:55-2:40	Class 3 12:35-1:25	Class 3 1:15-1:50	Lunch 1:20-1:50
Duties Assigned 2:45-3:30	Class 4 1:30-2:40	Class 4 1:55-3:05	Class 4 1:55-3:05
	Intervention in Class 4/SEL Lesson 2:40-3:30	Intervention in Class 4 3:05-3:30	Intervention in Class 4 3:05-3:30

B-Day 90-minute Planning Master Schedule Blueprint

Elective Teacher	6 th Grade Teacher	7 th Grade Teacher	8 th Grade Teacher
6th Grade Elective 7:50-9:20	Breakfast in the Classroom 6th Grade Elective - 7:50-8:10 6th Grade Elective 8:15 – 9:20	Class 1 Breakfast in the Classroom - 7:50-8:10 Class 1 SEL - 8:15-8:35	Class 1 Breakfast in the Classroom 7:50-8:10 Class 1 SEL - 8:15-8:25
7th Grade Elective 10:00-11:30	Class 1 9:25-10:35	Class 1 8:40 – 9:50	Class 1 8:25-9:45
Lunch 11:30-12:00	Class 2 10:40 -11:50	7th Grade Elective 10:00-11:30	Class 2 9:50-11:00
Lunch Duty 12:00 – 1:50	Lunch 12:00-12:30	Class 2 11:35-12:40	Class 3 11:05-12:15
8 th Grade Elective 1:55-3:30	Class 3 12:35 – 1:45	Lunch 12:40-1:10	Class 4 12:20-1:20
Planning 9:20-10:00	Class 4 1:50-3:00	Class 3 1:15-2:25	Lunch 1:20-1:50
	Intervention in Class 4 3:00-3:30	Class 4 2:30-3:30	8 th Grade Elective 1:55-3:30

Supplies

Describe how classroom supplies and material will be managed.

- Computers, Books, Magazines, Writing Utensils, etc.
-
- ❖ Teachers will discourage sharing of items that are difficult to clean or disinfect.
 - ❖ Teachers will keep each scholar's belongings separated from others' by storing them in individually labeled containers, cubbies, or areas.
 - ❖ Teachers will ensure adequate supplies to minimize sharing of high touch materials as possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
 - ❖ Avoid sharing electronic devices, toys, books, games and other learning aids.

Common Areas

Describe how common areas will be managed for recommended physical distancing.

Common areas include spaces that are used for meetings and collaboration. This includes computer labs, flexible spaces, conference rooms and other meeting rooms.

- ▶ All scholars and staff will be required to use hand sanitizer when entering and exiting common areas.
- ▶ Classes/grade levels will sign up to reserve common areas.
- ▶ Campuses will develop schedules and follow protocols for the use of common areas, including how to sanitize the space between use. When needed, scholars will bring personal supplies from the classroom.
- ▶ There will be procedures for scholars to sanitize their spaces before and after usage.
- ▶ Number of scholars 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.
- ▶ The use of virtual meetings/video conferencing will be used for possible, including meetings, ARDs, PLC's, parent conferences, faculty meetings and other meetings as determined.
- ▶ When necessary, administration must create a plan for areas of use for meetings to adhere to COVID-19 district, campus, UIL and CDC safety protocols.

- ▶ 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

Hallways / Transitions

- ▶ Hallway transitions will be limited due to teachers rotating instead of scholars.
- ▶ In lieu of scholars transitioning to PE, scholars will follow social distancing guidelines.
- ▶ In the hallway, teachers are to stay in the middle of the hall and scholars are to walk in a straight and quiet line to the RIGHT. Always monitor traffic in the hallways even if it is not your scholar. Please ensure scholars are 6 feet away from the person in front of them.

Elementary

- ▶ Scholars are encouraged to observe and follow school hall traffic flow directions while maintaining social distancing guidelines.
- ▶ Where possible, one-way traffic throughout campus corridors will be established.
- ▶ In two-way halls scholars are expected to stay to the far right of the hall when walking.
- ▶ When possible, it is recommended that scholars make transitions outside of the building.
- ▶ Scholars will be permitted to bring backpacks to class.
- ▶ For grade levels that implement departmentalization of subject areas, teachers will move to scholars for transitions in instruction and scholars will remain in their homeroom class.
- ▶ Scholars and staff must wear face coverings in the halls and avoid gathering in large groups during passing periods.

Middle School

- ▶ Scholars are expected to observe and follow school hall traffic flow directions while maintaining social distancing guidelines.
- ▶ Scholars and staff must wear face coverings in the halls and avoid gathering in large groups during passing periods.
- ▶ In two-way halls scholars are expected to stay to the far right of the hall when walking.
- ▶ Visual floor markers will be developed to help scholars maintain physical distances and adhere to established campus traffic flow in hallways.
- ▶ Traffic patterns will be established throughout the campus that separates individuals to the greatest extent possible.
- ▶ Scholars should immediately report to their next class and not congregate in the hallway.

Water Fountains/Cooler Dispensers

- ▶ Due to COVID19 and to minimize the risk of exposure, the water fountains will not be functionable. Scholars and staff will have access to water dispensers.

Scholar

- ▶ Scholars are expected to bring only “clear” reusable water bottles that are labeled for use throughout the day and expected to take water bottles home to be cleaned on a daily basis.

Parent

- ▶ Parents are asked to secure a reusable “labeled” water bottle for their child to bring to school on a daily basis.
- ▶ Parents are asked to assist scholars, as needed, to clean water bottles on a daily basis.

Teacher/Staff

- ▶ Develop and demonstrate how scholars should fill water bottles from the water dispensers.
- ▶ Monitor that scholars take water bottles home to be cleaned.

Daily Cleaning/Sanitizing

- ▶The drip tray will be emptied and cleaned hourly/daily.
- ▶The dispensers and spigots will be cleaned and sanitized hourly/daily.
- ▶The reservoir will be cleaned twice monthly.

ReadyRefresh professional cleaning company will provide the following services:

- ▶Thoroughly clean and sanitize dispenser through a rigorous multistep process
- ▶Utilize U.S. EPA registered cleaners and sanitizers such as DrySan™ Duo, a ready-to-use, two-step cleaner and sanitizer and Essential Oxygen Food Grade Hydrogen Peroxide to service any and all parts of your dispenser that come in contact with water
- ▶In addition to cleaning all external surfaces, Technicians will remove internal components and clean all water contact surfaces. The spigots, baffle, float kit, and non-spill assembly are either cleaned or replaced, and then the dispenser is thoroughly flushed with distilled water. This process removes 99.9% of bacteria.



Recess/Playground

Administrators provide training for staff on guidelines and procedures associated with outdoor play and scholar activities. Administrators will develop a schedule for scholars to access the playground equipment. Teachers will monitor scholars to ensure safety guidelines are followed. Campuses will consider limiting the number of scholars per recess group. Staggered schedules and consistent cohorts will be utilized. (Allow small groups of scholars to play together? Develop structured games that take into account social distance protocols?)

Guidelines for Outdoor Play

- Scholars will wear masks during outdoor activity. Scholars must maintain social distancing while lining up to return to class and sanitize or wash hands before re-entering.
- All scholars and staff will be required to wash their hands or use alcohol-based hand sanitizer before entering the playground and upon exiting the playground.

Cafeteria

How will meal times be managed with respect to physical distancing and disinfection?

Both breakfast and lunch will be in the classroom. The procedures are as follows:

Breakfast

- Breakfast in the classroom will be from 7:50-8:10 AM.
- Each classroom will receive a thermal bag with hot and cold items.
- All scholars will be offered a meal in the classroom with no pre-ordering necessary.
- Breakfast will be “take-all or take-nothing”. There will be no choices and no snacks sold.
- Desks will be disinfected between each scholar usage.
- Scholars will be expected to wash hands or use hand sanitizer prior to eating.
- Seating accommodations will be made for scholars with food allergies/intolerances, based on medical forms on file.

Lunch

- In lieu of eating lunch in the cafeteria, all scholars will eat lunch in the classroom.
- Each classroom will receive a thermal bag with hot and cold items.
- Due to COVID-19, visitors will not be permitted to eat lunch with a scholar.
- Scholars who elect not to participate in the school lunch program will be expected to bring their lunch daily, as no lunches will be accepted at the front desk.
- The cafeteria staff will deliver lunches to the classrooms per the following schedules:



Grab-N-Go Meal Pick-Up Information Beginning Thursday, August 6th

Beginning Thursday, August 6th, A.W. Brown Leadership Academy will begin distributing **Grab-N-Go** meals. The pick-up day and times are **Tuesday Only (with the exception of the 1st day of school)** from **8:00 a.m. – 10:00 a.m.** Multiple meals (**breakfast and lunch**) will be provided **FREE** for **ALL scholars of A.W. Brown**. Please read below for details:

- **Tuesday pick-up** includes breakfast and lunch for Tuesday-Monday.

Grab-N-Go meals will **ONLY** be available at the **Quest Campus** located at 5701 Red Bird Center Drive, Dallas, TX 75237. We will use a “**drive-thru**” process where parents will **NOT** be able to exit their vehicle. Please have a **list of names** of all the children requesting meals ready to provide at the pick-up area.

Drive-thru directions are as follows:



- Enter the campus from Red Bird Center Drive and follow the cones.
- Drive towards the Auditorium around back to the **pick-up area** which is outside the Cafeteria Loading Dock.
- Provide your *Grab-N-Go* **placard or sheet of paper** with the list of all children's names (if you have no placard, then one will be provided at the next pick-up time).
- Exit through the back gate after meal pick-up.

Note: Parent/Guardian must show ID in order to pick-up meals.

Genesis Campus Lunch Schedule

Pre-Kindergarten 3	10:30AM - 11:00AM
Pre-Kindergarten 4	11:00AM - 11:30AM
Kindergarten	10:00AM - 10:30AM
First	10:30AM - 11:00AM
Second	11:00AM - 11:30AM
Third	11:30AM - 12:00PM
Fourth	12:00PM - 12:30PM
Fifth	12:30PM - 1:00PM

Quest Campus Lunch Schedule

Kindergarten	10:00AM - 10:30AM
First	10:30AM - 11:00AM
Second	10:30AM - 11:00AM
Third	11:00AM - 11:30AM
Fourth	11:00AM - 11:30AM
Fifth	11:30PM - 12:00PM
Sixth	11:30PM - 12:00PM
Seventh	12:00PM - 12:30PM
Eighth	12:40PM - 1:10PM

Student Mixing

Describe how limiting student mixing will be managed.

- Extra-curricular activities (sports, clubs, etc)
 - Music classes, Physical Education
 - Passing Periods
-

Athletic and Extracurricular: These programs will divide their teams into groups to help limit student mixing during practices and games/performances. These groups may also rotate for games/performances if deemed necessary:

- 20-30 participants- two groups ***Red & Gold***
- Up to 60 participants- three groups ***Red, Gold & White***
- More than 60 participants- four groups ***Red, Gold, White, & Black***

Music and Band Classes: Per CDC recommendations, these programs will maintain 8-10 feet apart while engaging in physical movement. Masks will be required.

Physical Education: Per CDC recommendations, physical education classes will be held outside if all possible and follow all state and local government physical distancing guidelines. Masks will be required.

Passing Periods: Hallway transitions will be limited due to the teachers rotating to classrooms instead of the scholars. Scholars will ONLY transition to band and physical education for their assigned class period. To ensure scholars are practicing social distancing guidelines, floor and wall decals (i.e. 6ft away, please wait here, stay to the right, etc.) are posted throughout the building along with contactless hand sanitizer stations. Staff will stay in the middle of the hallway to monitor traffic.

Clinics

Describe how personnel will handle regular medication distribution, manage persons presenting as ill and potential outbreaks.

Our campus clinics are staffed with an LVN and a Clinic assistant. Medication will be administered by the LVN/RN. In the event that the Nurse is not available, medication will be administered by the trained Clinic Assistant. All medication administration will occur in the clinic. Both clinics offer sufficient space to separate ill and well scholars. Due to the risk of exposure during an aerosol generating procedure such as a nebulizer treatment, parents will be asked to provide an inhaler with a spacer for their scholar in lieu of albuterol for administration via nebulizer. In the event the scholar's condition necessitates use of a nebulizer:

- Health Services personnel (HSP) will wear a face mask (as well as eye protection, gloves and a gown) during treatment
- Upon set-up of nebulizer, have HCWs maintain a safe distance (6 feet or greater), possibly outside the door
- If unoccupied and confirmed cleaned and disinfected since last use, the isolation room will be used to facilitate the nebulizer treatment. Both areas being used for isolation provide the opportunity for the door to be closed and for the HSP to stand outside the door while monitoring the scholar. Once completed, the custodial staff would be asked to clean and disinfect the area.

Infrared thermometers will be used by clinic personnel to check temperatures.

Areas have been designated on each campus in the event that a scholar needs to be isolated and supervised while waiting for the parent to pick them up.

If an individual who has been in a school is lab-confirmed to have COVID-19, AWBLA will notify Dallas County 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). AWBLA will act in accordance with guidance from the Dallas County Health Department.

AWBLA will close off areas that are heavily used by the individual with the lab-confirmed case (scholar, teacher, or staff) until the non-porous surfaces in those areas can be disinfected.

District communication will be provided to the parents of scholars who came in contact with a scholar or staff member displaying COVID-19 symptoms.

Scholars and staff who have had close contact with an individual who is lab-confirmed with COVID-19 must remain off campus until the 14-day incubation period has passed.

Personal Protective Equipment (PPE)

How will PPE be used at the school(s)?

Students	Face masks
Faculty	Face masks
Staff	Face masks
Environmental Staff	Face masks, face shields/eye protection, gloves, gowns (as needed)
Visitors	No VISITORS will be allowed.

Face Coverings

All persons, including employees, students and contractors who enter the AWBLA premises must wear a face covering over their nose and mouth (such as a homemade mask, scarf, bandana, or handkerchief).

For additional information, please see Health and Safety Policy in the Comments section of this report.

Disinfection/Sanitation

Describe disinfection protocols for the facility and the frequency of cleaning.
Classrooms / Common Rooms / Restrooms / Touch Point Surfaces / Other

Cleaning of all AWBLA facilities will include:

- ❖ Special attention to specific high use areas such as door handles, knobs, and buttons will be cleaned periodically throughout the day.
- ❖ Daily cleaning with the safest and most effective products as approved by the Center for Disease Control (CDC) and the EPA.
- ❖ An AWBLA operational strategy to prevent the spread of COVID-19 that includes the requirement of each campus to apply GermBlast on a consistent basis.
- ❖ Highly touched surfaces will be treated with a protective polymer that stops growth of microorganisms for up to 90 days.
- ❖ Germblast treatment that is registered with the EPA and approved for contact services.
- ❖ Weekly spraying of all AWBLA facilities inclusive of buses, classrooms, cafeterias, and other areas.
- ❖ The ability of classroom teachers to leave out any items they want disinfected like computer keyboards, math manipulatives, books, etc.
- ❖ Disinfectant treatment that does comply with the Center for Disease Control (CDC) guidelines regarding disinfecting facilities while allowing scholars to engage in classroom activities.
- ❖ All AWBLA campus janitors will receive training on the deep cleaning of a facility or a specific site within a facility should a confirmed case of COVID-19 be identified.
- ❖ Classrooms will be provided with CDC approved cleaning wipes and Lysol spray.
- ❖ Continue to use the CDC guidelines and recommendations to ensure the safest and most current practices for cleaning and disinfecting.
- ❖ Contactless Hand Sanitizing stations are installed throughout the campuses including each building entrance/exit and at entrance of classrooms.
- ❖ Spill/Body fluid kits will be strategically placed in/near common areas
- ❖ At the end of each semester break, deep cleaning will be performed.

- ❖ Electrostatic spraying of facilities will occur weekly and quarterly by GERMBLAST. The product is a safe, environmentally friendly and powerful disinfection product. The product systematically removes and destroys dangerous microorganisms in the environment. Surfaces are treated with a protective polymer that inhibits growth of microorganisms for up to 900 days. The chemical is registered with the EPA and approved for contact services.
- ❖ With weekly spraying, teachers may leave out any items they want disinfected to include computer keyboards, math manipulatives, books, etc. This will allow students to utilize materials in the classroom without transmission of germs.
- ❖ This weekly disinfectant does comply with the CDC guidelines regarding disinfecting facilities while allowing students to engage in classroom activities.



- ❖ AWBLA will continue to utilize the CDC guidelines and recommendations to ensure we implement the safest and most current practices for the cleaning, sanitizing, and disinfecting our school campuses.
- ❖ The environmental services staff (campus custodians/janitorial) will also receive professional development on the deep cleaning of a facility or a specific site within a facility should a confirmed case of COVID-19 be identified on a specific campus or site and need to be closed for a designated amount of time, as recommended by the CDC.

Daily Campus Cleaning

- ▶ Each classroom, restroom, and offices will be cleaned and disinfected.
- ▶ All high-touch areas will be disinfected throughout the day.
- ▶ Cafeteria Staff will be expected to wear PPE (masks/face shields and gloves) during work hours.
- ▶ Environmental services staff (custodians/janitors) will wear mask, eye protection/face shield, gloves, and gown for cleaning throughout the day when appropriate.
- ▶ Cafeterias and food preparation areas will be disinfected between lunch periods.
- ▶ Staff and scholars will have access to disinfecting items to sanitize working surfaces, shared objects, and high-touch areas after use and during breaks in instruction.
- ▶ Anytime social distancing cannot be maintained masks are required.

Restrooms

- ❖ Staff will limit the number of scholars that enter the restroom at one time.
- ❖ Scheduling of whole class breaks will be implemented to reduce co-mingling of scholars across various classes to ensure teacher monitoring and social distance guidelines.
- ❖ Periodic disinfecting in restrooms will occur throughout the day.
- ❖ Staff and scholars must wash their hands with soap and water prior to exiting the restroom.
- ❖ Proper handwashing signs will be posted in all restrooms.
- ❖ Handwashing procedures will be taught and consistently reinforced by staff members.

Notes: Replacement of air conditioning system filters and disinfected with an EPA approved disinfectant for COVID-19. Thoroughly ventilate the school by opening all doors and windows and turning the fan option on for the central air conditioning/heating systems for the amount of time it takes for a complete air exchange in the building.

Cleaning/Sanitizing/Disinfecting Agents

Cleaning-Sanitizing-Disinfecting Agents used by AWBLA Custodial Services

- ▶ **Alpha HP Multi-Surface Cleaner:**
Primary use is for cleaning and sanitizing horizontal and vertical surfaces:
 - ▷ scholar desks, classroom work areas
 - ▷ Cafeteria tables
 - ▷ Handrails
 - ▷ Countertops
 - ▷ Push-bars on doors
 - ▷ High-touch items
- ▶ **Crew Neutral Non-Acid Bowl & Bathroom Disinfectant Cleaner (COVID-19 Rated):**
Primary use is for bathroom floors, stalls/partitions, urinals and toilets.

- ▶ **Bona Antibacterial Floor Cleaner:**
Used for mopping and auto-scrubbing of non-carpeted, non-restroom floors (VCT and concrete flooring):
 - ▷ Hallways, cafeteria, clinic, classrooms

- ▶ **Virex II 256** (COVID-19 Rated)
Used upon special request (multiple cases of flu, report of staph, MRSA, etc.) to disinfect:
 - ▷ A grade-level area
 - ▷ Wing of a building
 - ▷ Locker room, weight room

- ▶ **GERMBLAST - Electrostatic Sprayers**
This product is a safe, environmentally friendly and powerful disinfection product. It kills microorganisms in the environment that cause illness and infection such as coronavirus, the flu, stomach bug, staph infection, strep throat, and much more.

- ▶ **KAIVAC - Contactless Cleaning Systems** thoroughly removes soils and other contaminants that mops and wipes leave behind, eliminating odors and reducing the risk of contamination.

Comments

A. W. Brown Leadership Academy HEALTH AND SAFETY POLICY July 2020

Policy

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Because of the hidden nature of this threat, and in accordance with local government orders and guidance, it is the policy of A.W. Brown Leadership Academy ("AWBLA") to require the following:

1. Face Coverings

All persons, including employees, students, and contractors who enter the AWBLA premises must wear a face covering over their nose and mouth (such as a homemade mask, scarf, bandana, or handkerchief).

The requirement of face covering does **not** apply when:

- a. The person is alone in a separate single space, whether indoors or outdoors at the workplace not in proximity of other persons;
- b. The person is in the presence only of other members of the same household or residence, whether indoors or outdoors;
- c. Doing so poses a greater mental or physical health, safety, or security risk;
- d. The person is outdoors engaging in an allowed activity while alone, or with members of the same household or residence, or while maintaining a consistent separation of six feet or more from others and engaging in conduct authorized and as allowed by Governor's orders or not otherwise prohibited by local order;
- e. For purposes of eating and drinking; or
- f. Operational needs require a face covering be temporarily removed.

2. Social Distancing Protocols

Even with the use of appropriate face coverings, individuals should maintain six feet of social distancing whenever possible and shall follow TEA Guidelines or instructions as may be issued from time to time. Employees should not work within six (6) feet of one another, except to the extent necessary. Other mitigating methods, such as face shields, may also be used and should be when a face covering cannot be safely worn.

3. Hand Washing and Hygiene

All employees, students, and contractors are encouraged to wash their hands with soap and water for at least 20 seconds as frequently as possible, or use hand sanitizer with at least 60% alcohol. Individuals should also cover coughs and sneezes (into the sleeve or elbow, not into hands), immediately throw away used tissues into appropriate trash receptacles, and wash hands after coughing, sneezing, or using a tissue. Use hand sanitizer when it is not feasible to wash hands. AWBLA will provide hand sanitizer throughout its facilities.

4. Cleaning Protocols

AWBLA will implement cleaning protocols in accordance with guidance from the Centers for Disease Control and Prevention ("CDC"), including regular cleaning of high-touch surfaces and discouraging sharing items.

5. Symptomatic Individuals

Employees, students, and contractors experiencing symptoms of COVID-19, as identified by the CDC, should not enter any AWBLA premises or facility. Employees who are sick should notify their supervisors.

Violations

Persons who do not wear a face covering may be asked to leave the premises until the face covering requirements are followed.

If a student over the age of ten (10) for whom it is developmentally appropriate to wear a face covering and for whom a face covering does not pose a mental or physical risk does not wear a face covering on campus, the student will be removed from class and their parent/guardian will be contacted to either bring the student a face covering or take the student home.

An employee who does not wear a face covering and is not subject to an exception to this Policy may be asked to leave the workplace. Such time will be counted against the employee's accrued leave. An employee violating this policy may be subject to discipline, up to and including termination.

Notice and Signage

Notice of this Health and Safety Policy will be posted in a conspicuous location of all A.W> Brown Leadership Academy facilities, including entry points.

COVID-19 Employee/Visitor Screening Form

AWBLA COVID-19 EMPLOYEE/VISITOR SCREENING FORM

Before any individual enters an AWBLA location, they will have their temperature taken and be required to answer the screening questions below. This health screening process is an important first step to assist staff in maintaining the safety and health of AWBLA scholars and staff. Employees, students, and contractors experiencing symptoms of COVID-19, as identified by the CDC, will not be permitted to enter any AWBLA premises or facility. Employees who are sick should notify their supervisors.

Clearly **PRINT** the information below:

Name: _____ **Birthdate (mm/dd):** ____/____

Has the individual:

DATE RANGE

Been diagnosed with COVID-19?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when?
Been tested for COVID-19 and is waiting for test results?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when?
Had known close contact with a person lab-confirmed to have COVID-19?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when?
Have you recently traveled from somewhere outside the United States or on a cruise ship or river boat?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when?

Is the individual experiencing any of the following symptoms?

RESULT

Fever (temperature $\geq 100^{\circ}\text{F}$), chills, shaking or exaggerated shivering?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Temperature: _____
Cough	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Shortness of breath or difficulty breathing	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Muscle or body aches	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Headache	<input type="checkbox"/> Yes <input type="checkbox"/> No	
New loss of taste or smell	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Congestion or runny nose	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Nausea, vomiting or diarrhea	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Name of Staff Completing COVID-19 Screening Form: _____

Campus/Building (*circle one*): Genesis / Quest / Finance / Central Date: _____

07/2020







A HEALTHIER ENVIRONMENT BEGINS HERE

A.W. Brown is proud to partner with GermBlast® this school year as a proactive measure to keep your community healthy and thriving. In recent months COVID-19 has brought the importance of cleaning and disinfection into the spotlight. Our partnership with GermBlast® can help increase the safety and well-being of students and staff.

The GermBlast® service kills microorganisms in the environment that cause illness and infection such as coronavirus, the flu, stomach bug, staph infection, strep throat and much more. Our partnership provides the school with a healthier educational environment in which students are more likely to reach their full academic and athletic potential.



877.771.3558 | GERMBLAST.COM

Find us on     GermBlast

BEST PRACTICES TO STAY HEALTHY



WASH YOUR HANDS



COVER COUGH & SNEEZES



AVOID TOUCHING FACE



AVOID CLOSE CONTACT (6ft.)



STAY HOME IF YOU'RE SICK

GERMBLAST