



Elgin ISD  
Return to Learn Plan  
2021-2022

*Information is subject to change based on governmental authority and updates.*

# **ELGIN ISD's "RETURN TO LEARN" PLAN**

**August 2021-June 2022**

## **INTRODUCTION**

Elgin ISD is committed to providing rigorous, TEKS-based instruction to all students. The district recognizes that this may be a challenging year and is embracing the opportunity to expand and maximize learning for all students. Toward that end, the district will leverage technology to support instruction and all teaching and learning will be in person on our Elgin ISD campuses. Elgin ISD will offer 100% in-person, face-to-face instruction for the 2021-2022 school year.

# ACADEMICS

<b>Curriculum</b>	<p>The Academics Team will deliver professional learning, instructional resources, and provide systems of support to all campuses to ensure students learn their current grade level content while simultaneously mastering the essential skills they may have missed in the last year and a half. Academic instruction will focus on power standards - those skills that are the critical building blocks of learning for success this school year and beyond. Since student health and wellbeing are foundational for being able to accelerate and succeed in learning, campuses will emphasize strong social and emotional learning experiences, as well as clear interventions for mental health and trauma exposure as needed. This whole child approach to curriculum will ensure all students are able to learn, grow, and become successful career and college ready graduates.</p>
<b>Instruction</b>	<p>Students will be engaging in learning experiences that are on-grade level as well as participating in instruction that reinforces essential skills from previous grades. Students will be working in small groups to learn specific skills they may not have finished due to disruptions in learning from COVID-19. In order for students to accelerate their learning and master essential skills from earlier grades, Elgin ISD is offering a wide range of tutoring opportunities before, during, and after school. Some schools may also offer Saturday options. Whenever possible, tutors will work side-by-side in classrooms with teachers to assist with small groups and one-to-one instruction. The tutoring activities will meet the requirements of HB 4545 for students who did not pass or did not take the Spring 2021 STAAR/EOC assessment. Please refer to the Student Handbook for more information regarding accelerated instruction.</p>
<b>Assessments</b>	<p>Elgin ISD is one hundred percent committed to ensuring that students return to learning on grade level with the opportunity to complete any learning they may not have finished in the last year and a half. Students will be assessed to show which standards are still needed in order to be successful this school year and in the future. These beginning, middle, and end of year assessments will monitor student progress in the content and show exactly where students have excelled and where they need more support. Elgin ISD will also be administering 9-week assessments</p>

	<p>that are aligned to grade-level state standards to ensure that students' learning is exceeding expected growth.</p>
<p><b>Social Emotional Learning &amp; Counseling Services</b></p>	<p>Elgin ISD is committed to ensuring the social and emotional health and wellbeing of all students. Direct instruction and support are provided to students in the area of social emotional learning (SEL) and wellness. Implemented by classroom teachers, Elgin ISD uses the following SEL curriculums:</p> <p>Elementary &amp; Intermediate: Second Step  Middle School: Inner Explorer &amp; EQ at Home  High School: School Connect</p> <p>Our comprehensive school counseling program includes four service delivery components implemented by our campus counselors:</p> <p><b>Guidance Curriculum:</b> Teach cohort lessons delivered in nine-week units on Personal Health &amp; Safety, Intrapersonal Effectiveness, Interpersonal Effectiveness, Post-Secondary Planning and Career Readiness.</p> <p><b>Responsive Services:</b> Provide crisis intervention, community referrals, and preventative counseling (individual or group).</p> <p><b>Individual Planning:</b> Guide students as they plan, monitor, and manage their individual educational, career, personal and social development via cohort meetings, classroom visits, email, google classroom, and individual planning sessions</p> <p><b>System Support:</b> Coordinate programs to address student academic and social emotional wellbeing, including SEL, trauma-informed practices, and other state-mandated topics as needed</p> <p>Additional therapeutic and support services are available through our district social worker, Communities in Schools program, or TCHAT services. Please speak with your campus counselor for more information.</p>

# OTHER SERVICES

<b>SPECIAL EDUCATION</b>	<p>Elgin ISD is committed to ensuring a Free and Appropriate Education (FAPE) for all students identified as needing special education service. In an effort to ensure provisions of FAPE students' service plans will align to all regulations and guidance outlined by the State. All students' service plans are individualized and based on each student's unique need as determined by the ARD committee.</p>
<b>Dyslexia Service</b>	<p>Elgin ISD ensures continuity of service for students who receive dyslexia services.</p>
<b>504 Services</b>	<p>Elgin ISD will continue to provide service for Section 504 as outlined in the Rehabilitation Act of 1973. Service provisions for Section 504 will align to all regulations and guidance outlined by the State.</p>
<b>ENGLISH LANGUAGE LEARNER SERVICES</b>	<p>English Language learners will receive all required services. "Neither state nor federal law provide flexibility to LEAs (school districts) in times of emergency regarding their obligation to provide equitable access to the curriculum for English learners through bilingual education and English as a Second Language (ESL) services. The LEA must ensure that to the greatest extent possible, each English learner can be provided language program service commensurate with the student's English language proficiency level." (TEA COVID-19 FAQ: English Learner Guidance, May 26, 2020)</p> <p>Elgin ISD will provide the following services as detailed in the complete EISD Reopening Plan:</p> <ul style="list-style-type: none"> <li>• Dual language instruction in PK-5th grades.</li> <li>• ESL instruction in PK-12th grades.</li> <li>• ESL Content Based instruction in PK-5th grades.</li> <li>• ESL Pull Out instruction in 6-12th grades.</li> <li>• Sheltered Instruction in core courses will be provided to English Learner (EL) students in grades 6-12.</li> <li>• English learner program services will meet the instructional components requirement of TAC, Chapter 89 and the TEC, Chapter 29 teacher certification requirements.</li> <li>• Parent information regarding English learner services provided will be communicated via remote or face-to-face Language Proficiency Assessment Committee (LPAC) meetings and parent conferences as required by TAC, Chapter 89.12.20.</li> </ul>

## FACE-TO-FACE / IN-PERSON INSTRUCTION

The key to returning to successful, sustained in-person instruction will be our commitment to health and safety guidelines (below). In-person instruction will resume on Tuesday, August 17, 2021.

### Disease Mitigation Guidelines for Parents, Students, and Staff

#### Communication with Local Health Officials:

Elgin ISD is closely monitoring Coronavirus COVID-19 and to the best of our ability will follow the guidance of the Centers for Disease Control (CDC), Texas Department of State Health Services (DSHS), the Texas Education Agency (TEA), and state and local officials/health authorities to follow all precautionary measures as new details emerge. Knowing important information about the virus and how to be prepared not only can prevent illness but can also reduce stress and calm anxieties.

#### PUBLIC HEALTH STATEMENT

The health and safety of our staff and students remain our highest priority. While it is not possible to eliminate all risk of furthering the spread of COVID-19, this guidance document contains information of practices that help minimize the likelihood of viral spread. These protocols and guidelines will be modified based on public health and governmental directives, and advancing scientific knowledge on the transmissibility of COVID-19. We also believe that continuing to educate our students and staff about proper hygiene techniques and necessary safety measures to prevent the spread will not only keep all safe but will also keep their respective families safe.

While it is not possible to eliminate all the risk of furthering the spread of COVID-19, these are the steps that Elgin ISD is taking to reduce the risks to students, teachers, staff and families. This document contains information on practices that address notification, prevention, response, and mitigation in regards to COVID-19.

## Contact for COVID-19 Related Concerns (Communication)

<b>Elgin High School -</b>	<b>Jesse Perez</b> Email: <a href="mailto:jesse.perez@elginisd.net">jesse.perez@elginisd.net</a> Phone: 512-281-3434 Ext. 1112
<b>Phoenix High School -</b>	<b>Michelle Ruthven</b> Email: <a href="mailto:michelle.ruthven@elginisd.net">michelle.ruthven@elginisd.net</a> Phone: 512-281-3434 Ext. 1904
<b>Elgin Middle School</b>	<b>Jeff Martinez</b> Email: <a href="mailto:jeffrey.martinez@elginisd.net">jeffrey.martinez@elginisd.net</a> Phone: 512-281-3434 Ext. 1569
<b>Elgin Intermediate</b>	<b>Conwell Spears</b> Email: <a href="mailto:conwell.spears@elginisd.net">conwell.spears@elginisd.net</a> Phone: 512-281-3434 Ext. 1711
<b>Booker T. Washington</b>	<b>Linda Tamez</b> Email: <a href="mailto:ltamez@elginisd.net">ltamez@elginisd.net</a> Phone: 512-281-3434 Ext. 1411
<b>Elgin Elementary School</b>	<b>Megan Wehrle</b> Email: <a href="mailto:megan.wehrle@elginisd.net">megan.wehrle@elginisd.net</a> Phone: 512-281-3434 Ext. 1311
<b>Neidig Elementary</b>	<b>Steven Payne</b> Email: <a href="mailto:steven.payne@elginisd.net">steven.payne@elginisd.net</a> Phone: 512-281-3434 Ext. 1611
<b>District Level Contact</b>	<b>Al Rodriguez</b> Email: <a href="mailto:arodriguez@elginisd.net">arodriguez@elginisd.net</a> Phone: 512-281-3434
<b>AT HOME BEFORE SCHOOL SCREENING (Prevention)</b>	<p>Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their students to school. Parents should not send their children to school if they are exhibiting COVID symptoms, especially if they are running a fever.</p> <p>Staff will be encouraged to self-screen for COVID-19 symptoms prior to reporting to work each day.</p>
<b>COVID-19 SYMPTOMS</b>	<p>According to the Center for Disease Control (CDC), people with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.</p> <ul style="list-style-type: none"> <li>● Fever or chills</li> <li>● Cough</li> </ul>

	<ul style="list-style-type: none"> <li>● Shortness of breath or difficulty breathing</li> <li>● Fatigue</li> <li>● Muscle or body aches</li> <li>● Headache</li> <li>● New loss of taste or smell</li> <li>● Sore throat</li> <li>● Congestion or runny nose</li> <li>● Nausea or vomiting</li> <li>● Diarrhea</li> </ul>
<p style="text-align: center;"><b>ARRIVAL / DISMISSAL</b> <b>(Mitigation)</b></p>	<p><b>ARRIVAL</b></p> <ul style="list-style-type: none"> <li>● Students are expected to arrive to school on time.</li> <li>● Students will arrive by walk-up, car drop-off, or school bus but parents/guardians will not be able to leave their cars.</li> <li>● Parents/guardians/older siblings, etc. will not be permitted to walk students inside the school building.</li> <li>● Alcohol-based hand sanitizer will be available at the main entrance to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.</li> <li>● Upon picking up breakfast, students will report to their homeroom or first-period class. (All students in Elgin ISD are eligible to receive a free breakfast.)</li> </ul> <p><b>DISMISSAL</b></p> <ul style="list-style-type: none"> <li>● Sanitizer stations will be placed at each exit and students will be encouraged to sanitize hands prior to exit.</li> <li>● Parents picking up students during the day will call ahead so that students can be sent or accompanied to parent vehicles upon arrival.</li> <li>● Early pick-ups are not permitted, unless the student has a verified medical appointment.</li> </ul>
<p style="text-align: center;"><b>Protocols for Disinfecting and Hand Sanitizing:</b> <b>(Mitigation)</b></p>	<ul style="list-style-type: none"> <li>● <b>Alcohol-based hand sanitizer</b> will be available at the main entry to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.</li> <li>● Staff and students will be expected to regularly wash or sanitize their hands.</li> <li>● <b>Elementary Schools:</b> Provide hand sanitizer upon entry to classroom and periodically during the instructional day</li> </ul>

	<ul style="list-style-type: none"> <li>● <b>Elementary Schools:</b> Thorough hand washing after recess, before eating and following restroom breaks</li> <li>● <b>MS/HS:</b> Provide hand sanitizer upon entry to classroom and periodic reminders during the instructional day</li> </ul> <p><b>MS/HS:</b> Thorough hand washing upon return from outdoors, before eating and following restroom breaks</p>
<p><b>MASKS / FACE COVERINGS</b> (Mitigation)</p>	<ul style="list-style-type: none"> <li>● Masks are <b>required</b> for all students.</li> <li>● Masks are <b>required</b> for all District employees.</li> <li>● Masks are <b>required</b> for all visitors and contractors to campuses and facilities.</li> </ul>

<p><b>FACILITIES, SCHOOLS, AND CLASSROOMS</b> (Mitigation)</p>	<p><b><u>Daily Campus/Building Cleaning</u></b></p> <ul style="list-style-type: none"> <li>● Classrooms and restrooms will be disinfected routinely.</li> <li>● All high touch areas will be disinfected routinely throughout the day.</li> <li>● Staff will have access to disinfectant wipes to sanitize working surfaces and shared objects after each use and during breaks in instruction.</li> <li>● Desks and/or tables will be socially distanced to the greatest extent possible.</li> <li>● Multiple locations of hand sanitizer, tissues, and trash cans will be available in several locations throughout classrooms and common areas to limit student and staff movement.</li> <li>● Ventilation has been adjusted to increase outside air circulation.</li> <li>● Each room will have a doorstop to prop for no-touch entry between classes.</li> <li>● High touch surfaces (i.e. tabletops, chairs, door handles) will be disinfected regularly.</li> <li>● Signs promoting protective measures and best practices will be posted throughout the school.</li> <li>● Handwashing before and after playground use</li> </ul>
--	---

## 1. 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 non-essential visitor access.
- Monitoring virus trends in the community via health departments.

## 2. Mitigation

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

- Individuals who came within “close contact” (as defined by CDC) of an individual with a confirmed case of COVID-19 will be notified and encouraged to monitor for symptoms.
- Affected area is closed for deep cleaning.
- Self-health monitoring, prevention information and stay home if ill.
- COVID-19 cases will be posted to the district dashboard.

## 3. Modified Operations

### Three or more confirmed COVID-19 cases in one specific area i.e.: Classroom

- Students and staff who had close contact will be notified and encouraged to monitor for symptoms.
- Affected area is closed for deep cleaning.
- Self-health monitoring, prevention information and stay home if ill.
- If 10% percent of the total classroom population (students and staff) is test-confirmed COVID positive, the classroom may be quarantined. Students in quarantined classrooms may be required to stay home for 10 days after the last exposure to a positive case.
- Due to the complexity of secondary scheduling, the district will closely monitor when multiple test-confirmed positive COVID cases occur within a grade level, cohort, and campus. Decisions regarding isolation and quarantine will be made on a case-by-case basis and in consultation with the health department and medical advisors.
- COVID-19 cases will be posted to the district dashboard.

## 4. Facility Closure

### COVID-19 cases exceed 10% of facility occupancy

- Entire facility may be closed for up to ten days.

	<ul style="list-style-type: none"> <li>• All students and staff at this campus may return if symptom free upon determination by the school district and health authorities.</li> <li>• Those in close contact with the confirmed COVID-19 positive person will be notified and encouraged to monitor for symptoms.</li> <li>• District-wide communication to staff/parents with health monitoring guidance.</li> </ul> <h2>5. District Closure</h2> <p><b>COVID-19 cases exceed 10% of occupancy in more than 3 facilities.</b></p> <ul style="list-style-type: none"> <li>• All EISD facilities close for up to ten days.</li> <li>• Disinfection of all facilities and school buses.</li> <li>• All Auxiliary areas such as playgrounds and athletic fields are closed.</li> <li>• Extracurricular activities are cancelled</li> </ul>
--	--

<p><b>ISOLATION PROTOCOLS</b> (Response)</p>	<p><b>Student or Staff Displaying COVID-19 Symptoms</b></p> <ul style="list-style-type: none"> <li>• When a <b>student</b> has displayed symptoms of COVID-19, the <b>school nurse</b> will provide a clinical assessment to determine if and when a student needs to be sent home.</li> <li>• Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the campus contacted the student's parent/guardian.</li> <li>• Areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) will be cleaned as soon as is feasible.</li> <li>• Students or staff who come into <b>close contact</b> (as defined by CDC Guidance) with a COVID-19 positive individual will be notified and encouraged to monitor for symptoms.</li> <li>• <b>Staff members</b> displaying COVID-19 symptoms will follow <b>district protocols</b> including isolation from students and other staff members.</li> <li>• Any individuals who are <b>test-confirmed</b> must stay home throughout the infection period and cannot return to work or campus until the campus/district screens the individual to determine any of the below conditions for return have been met. In the case of an <b>individual who was diagnosed with COVID-19</b>, the individual may return when <b>all three</b> of the following criteria are met:             <ol style="list-style-type: none"> <li>1) at least 24 hours have passed since resolution of fever without the use of fever-reducing medications;</li> <li>2) the individual has improvement in symptoms (e.g., cough, shortness of breath); and</li> </ol> </li> </ul>
--	---

	<p>3) at least <b>10 days</b> have passed since symptoms first appeared</p> <ul style="list-style-type: none"> <li>• Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must <b>notify</b> all teachers, staff, and families of all students in a school if a <b>test-confirmed COVID-19</b> case is identified among students, teachers or staff who participate in any on campus activities.</li> </ul>
<p><b>Close Contact Defined</b></p>	<p>This document refers to “<b>close contact</b>” with an individual who is test-confirmed to have COVID-19. For clarity, close contact is defined by CDC guidance as:</p> <p>Someone who has been within <a href="#">6 feet of an infected person</a> (laboratory-confirmed or a <a href="#">clinically compatible illness</a>) for a cumulative total of 15 minutes or more over a 24-hour period (<i>for example, three individual 5-minute exposures for a total of 15 minutes in one day</i>). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for <a href="#">discontinuing home isolation</a>.</p> <p>People who have been in close contact with someone who has COVID-19 will be notified and encouraged to monitor for symptoms.</p> <p>The District will conduct contact tracing to the degree possible.</p>
<p><b>WATER (Prevention)</b></p>	<ul style="list-style-type: none"> <li>• Students will be encouraged to bring clear water bottles to school for their personal use.</li> <li>• Water fountains will be accessible to staff and students. Water fountains will be regularly cleaned and disinfected throughout the day.</li> </ul>
<p><b>RECESS (Mitigation)</b></p>	<ul style="list-style-type: none"> <li>• Playground equipment will be sanitized periodically.</li> <li>• Recess schedules and routines will limit the number of students outside to help maintain safe distances.</li> <li>• Children will sanitize their hands prior to going out to recess and when entering the building from recess.</li> </ul>
<p><b>VISITORS (Mitigation)</b></p>	<ul style="list-style-type: none"> <li>• All campus visits must have an <b><u>educational purpose</u></b>. CDC guidelines restrict school visits to those essential to school operations.</li> <li>• Virtual meetings and phone conferences will be scheduled when possible.</li> </ul>

	<ul style="list-style-type: none"> <li>• All campus visits must be scheduled and approved by campus leadership.</li> <li>• All <b>pre-approved</b> individuals entering the building will be required to wear face coverings and social distance.</li> <li>• Parents/guardians/older siblings etc. will <b>not</b> be permitted to enter the building to have lunch or walk their student(s) to class.</li> <li>• Individuals proceeding beyond the reception area will be expected to maintain physical distancing and wear face coverings.</li> </ul>
--	---

<p><b>PARENT MEETINGS</b> (Mitigation)</p>	<ul style="list-style-type: none"> <li>• Campuses and Departments will utilize virtual meetings and phone conference options to limit visitors. All visitors must have scheduled appointments and visitors who are preapproved to enter the building will be required to wear a face-covering and social distance. (See Visitor Information)</li> <li>• ARD meetings, 504 meetings, LPAC meetings, and parent conferences will be held remotely to the greatest extent possible.</li> </ul>
--	---

<p><b>TRANSPORTATION</b> (Mitigation)</p>	<p>The District encourages families to drop students off or walk with their student to school to help reduce possible COVID-19 exposure on school buses and District vehicles.</p> <p><b><u>Student Riding Requirements:</u></b></p> <ul style="list-style-type: none"> <li>• Per CDC Order under the Public Health Service Act, masks are required on school buses. Thus, every student must wear a face covering before boarding the bus and while riding on the bus.</li> <li>• Bus enrollment form must be filled out prior to students riding the bus.</li> <li>• Student pre-screening for COVID-19 symptoms must be performed at home before heading to the bus stop. If someone feels sick, they should stay home.</li> <li>• Students will be assigned seats and must sit in their assigned seat at all times.</li> <li>• When possible, windows will be opened to allow outside air to circulate in the bus. At least 50% of the windows will be rolled down as weather permits.</li> <li>• Students will be required to sanitize their hands as they board the bus and again when exiting the bus.</li> </ul>
---	--

	<p><b><u>Protocols for School Bus Cleaning and Disinfecting:</u></b></p> <ul style="list-style-type: none"> <li>● School Bus Drivers will be required to clean and disinfect their cockpit area after each morning and afternoon route.</li> <li>● EISD Transportation Department will be using a three step process to ensure buses are thoroughly cleaned and disinfected after each morning and afternoon route.</li> </ul>
<p><b>EXTRACURRICULAR &amp; ATHLETICS (Mitigation)</b></p>	<ul style="list-style-type: none"> <li>● All extracurricular and athletic events will follow participation guidelines set by the UIL (University Interscholastic League).</li> <li>● Hand sanitizing stations will be in gym facilities and equipment will be sanitized on a regular basis.</li> <li>● Bus travel will follow the transportation guidelines provided by the CDC.</li> <li>● Spectator attendance at games and contests may be limited based on TEA, UIL and District guidelines.</li> <li>● Separate entrances and exits <b>may be</b> utilized and event doors may be propped open to minimize physical contact with handles.</li> <li>● Spectator seats may be marked and/or configured in a way to enforce social distancing.</li> <li>● Concessions and/or concession sales may be limited or cancelled to encourage social distancing and to follow health and safety guidelines.</li> </ul>
<p><b>FINE ARTS (Mitigation)</b></p>	<ul style="list-style-type: none"> <li>● Concerts/performances may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., Elgin ISD, TEA, UIL, etc.) including but not limited to transportation procedures, number of attendees, and the orientation of concerts.</li> </ul>

**PROMOTING  
BEHAVIORS THAT  
REDUCE SPREAD  
(Mitigation and  
Prevention)**

The District asks that **employees and parents** assist in implementing and encouraging these CDC strategies and behaviors that reduce the spread of COVID-19.

**Staying Home**

- Employees and students who are sick or who have recently had **close contact** with a person with COVID-19 will be encouraged to monitor for symptoms of COVID-19.
- Staff and students should stay home if they have **tested positive** for or are showing COVID-19 symptoms.

**Hand Hygiene and Respiratory Etiquette**

- Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence.
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer).
- Cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.

**Cloth Face Coverings**

- Teach and require proper wearing of cloth face coverings.

**Adequate Supplies**

- Campuses and departments are expected to support healthy hygiene behaviors by providing adequate supplies, including soap, hand sanitizer, paper towels, tissues, disinfectant wipes, cloth face coverings, and no-touch cans.

**Signs and Messages**

- Campus and Departments will have signs posted in highly visible locations that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face covering).
- Messages about behaviors that prevent the spread of COVID-19 will be communicated with staff and families on school websites, in emails, and on school social media accounts.

**Training**

- School teachers and staff will be trained on mitigation guidelines established by the district.

**COVID-19 Vaccinations**

- EISD promotes/coordinates with outside agencies to provide vaccination clinics for staff, students and the community.

**COVID Testing**

- EISD provides COVID-19 testing opportunities for students and staff during the school day.