



# CLARENDON CISD

A Guide to Reopening Campuses for the 2020-2021 School Year

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## **From the Office of the Superintendent: Friday, July 31, 2020**

As a school district, Clarendon CISD looks forward to welcoming students back to school on August 13, 2020. Despite the challenges with COVID-19, our district will continue to provide an excellent education to our students, including both in-person and remote learning environments. As the public health crisis continues, we plan to open the 2020-21 school year with a focus on the health, safety, and well-being of our staff, students, and community.

Clarendon CISD is planning for two different instructional environments which will include on campus and off campus instruction. The plan follows recommendations for school opening and operations provided by the Centers for Disease Control and prevention (CDC), the Texas Education Agency, and state and local health officials.

The Texas Education Agency has provided information in which the Clarendon CISD plans to implement when reopening school campuses for the 2020-2021 school year. This information and following guidance procedures may change with short notice. Clarendon CISD will post all new changes as updated information comes to us. Please check this web document often for updates.

TEA Guidance used to develop the Clarendon CISD plan can be found at:

[https://tea.texas.gov/sites/default/files/covid/sy\\_2020-21\\_attendance\\_and\\_enrollment\\_faq\\_remote\\_only.pdf](https://tea.texas.gov/sites/default/files/covid/sy_2020-21_attendance_and_enrollment_faq_remote_only.pdf)  
<https://tea.texas.gov/sites/default/files/covid/Covid-19-SY-20-21-Public-Health-Guidance.pdf>

The situation with COVID-19 is continuously changing, as are the protocols and measures needed to keep students and staff safe. Plans will remain flexible to accommodate potential changes and these guidelines may be modified as needed. As adjustments may be necessary throughout the coming school year, it will be our priority to keep the community informed of those changes and updates. The Clarendon CISD website will provide you with the most up-to-date information.

Please note, health guidance cannot anticipate every unique situation. As a result, Clarendon CISD will continue to consult available guidance through governmental agencies and other relevant information to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards, and accessibility standards to address individual needs.

It is important to remember the virus that causes COVID-19 can be spread by infected persons who have little or no symptoms but are still contagious. The person they infect may become seriously or fatally ill. Especially vulnerable are persons 65 years of age or older with pre-existing health conditions, placing them at higher risk. Because of the hidden nature of this threat, Clarendon CISD expects all employees, students, and families to rigorously follow these practices.

NOTE: This is a working document and can change at any time pending direction from Federal, State or Local authorities.

On behalf of the CCISD Board of Trustees and CCISD Staff, I thank you for your support, patience and understanding as we navigate these new circumstances.

**Jarod Bellar, Superintendent**

## COMMUNICATION

The designated communication team regarding all COVID19 related issues at Clarendon CISD will consist of the following personnel. If you have any questions or concerns, please direct those to one of our designated team members.

|  |  |
|--|--|
| Jarod Bellar, Superintendent               | <a href="mailto:bellar.jarod@clarendonisd.net">bellar.jarod@clarendonisd.net</a>       |
| Larry Jeffers, High School Principal       | <a href="mailto:jeffers.larry@clarendonisd.net">jeffers.larry@clarendonisd.net</a>     |
| Travis Victory, Junior High Principal      | <a href="mailto:victory.travis@clarendonisd.net">victory.travis@clarendonisd.net</a>   |
| Cynthia Bessent, Elementary Principal      | <a href="mailto:bessent.cynthia@clarendonisd.net">bessent.cynthia@clarendonisd.net</a> |
| Jenae Ashbrook, Counselor                  | <a href="mailto:ashbrook.jenae@clarendonisd.net">ashbrook.jenae@clarendonisd.net</a>   |
| Clint Conkin, Athletic Director            | <a href="mailto:conkin.clint@clarendonisd.net">conkin.clint@clarendonisd.net</a>       |
| Jennifer Bellar, Special Programs Director | <a href="mailto:bellar.jen@clarendonisd.net">bellar.jen@clarendonisd.net</a>           |
| Debbie Thompson, School Nurse              | <a href="mailto:thompson.debbie@clarendonisd.net">thompson.debbie@clarendonisd.net</a> |
| Butch Noble, Technology Director           | <a href="mailto:noble.butch@clarendonisd.net">noble.butch@clarendonisd.net</a>         |
| Lisa Grahm, Instructional Technology       | <a href="mailto:grahn.lisa@clarendonisd.net">grahn.lisa@clarendonisd.net</a>           |

If you have any general questions, please email them to: [bellar.jarod@clarendonisd.net](mailto:bellar.jarod@clarendonisd.net) Thank you for your patience and understanding as we work towards a solution to this paradigm shift in education.

**NOTE: Details are subject to change based on guidelines from local, state, and federal authorities.**

### Learning Options

Clarendon CISD plans to reopen to provide two options for learning.

1. Full-time in-person on campus
2. Asynchronous Online Learning

### Full-time In-person Considerations:

Students will attend school in an as normal as possible environment. Increased cleaning and disinfection of facilities will be implemented.

### Asynchronous Online Learning [AOL] Considerations:

Asynchronous Online Learning will not be the same type of virtual instruction provided during the spring school closure. The requirements for Asynchronous Online Learning are significantly more demanding on student's daily participation and completion of work at home, as compared to this past spring. Virtual school is a fluid option that can be accessed at any time. However, once the virtual option is chosen the student must remain with that option until the end of that six-week grading period. Parents must inform the campus of the student's return to in-person attendance before the beginning of the six-week grading period of anticipated return. The form can be obtained from your campus. **NOTE:** Changing options frequently may have a negative impact on a student's ability to receive credit for the course as well as their academic success.

### Guidelines for 2020-21 School Year

Parents will be asked to make a firm commitment to virtual school in order for schools to plan accordingly. Please communicate with your campus principal directly with any questions or to make a commitment.

### Instructional Efforts Underway for the New School Year

Developing instructional models that support both in-person and Asynchronous Online Learning.

- Working to provide a device to receive and submit Asynchronous Online Learning

**Technology:**

- The district is working towards procuring devices for all staff and students. A technology usage fee of \$20 will be required for the use of a district Chromebook. The fee helps offset repair costs incurred if your student damages their device and is required of all students whether they use the device for in-person or remote instruction.

**Extracurricular Considerations:**

Although UIL guidance allows students to participate in extracurricular activities in a virtual format, Clarendon CISD students who choose to participate in athletics or extracurricular activities must choose the in-person option.

**Health/Safety Efforts Underway for the New School Year**

- Monitoring (COVID-19) and follow guidance provided by state and local health organizations
- Using a preventive, antimicrobial misting system at all facilities and on buses
- Disinfect locker rooms, weight rooms, and equipment cages twice daily
- Hand sanitizer stations located at all facility entrances
- Hand sanitizer and disinfectant spray available for all classrooms
- Face coverings as mandated by the Governor's order ([Executive Order GA 29](#))
- Social distancing (6 feet or 2 arm's length) enforced when possible
- Handwashing and/or hand sanitizing required frequently throughout the day
- Proper self-care habits will be taught.

## FREQUENTLY ASKED QUESTIONS

### GENERAL

**1. How will Clarendon CISD reopen campuses for the 2020-2021 school year?**

Clarendon CISD plans to reopen and provide direct instruction beginning on August 13, 2020 along with Asynchronous Online Learning.

**2. What precautions will be in place on campus?**

We will implement increased signage around campuses promoting disease mitigation strategies, increased cleaning and sanitation practices, as well as frequent reminders of hand hygiene and social distancing. CCISD will comply with all health and safety mandates established by the health department and Texas Education Agency. Classrooms will be arranged to maximize space between students. We encourage students and staff to provide their own PPE. However, in an effort to get school started CCISD will provide PPE's.

**3. Will students and staff be required to wear masks?**

At the published time of this document, face coverings are mandated by the Governor's order ([Executive Order GA 29](#)) for ages 11 and above. Due to different ages within certain grades, we are recommending masks for Grades 5-12. If parents of a student in 4th grade and below prefer their child to wear a mask, that is perfectly acceptable and their wishes will be honored.

Face coverings will be defined as cloth masks, disposable masks, face shields, neck gaiters, bandanas and handkerchiefs that are used to cover both the nose and mouth. Staff and students will need to wear a face covering when entering and exiting the buildings, and while in common spaces and hallways. We do not intend for students to wear a face covering for the entire duration of the school day and we will be looking for every opportunity to reduce the use of face coverings.

- Face coverings will NOT be required to be worn in the classroom when 6ft of social distancing is available (teacher discretion)
- Face coverings will NOT be required when students are outside and are able to maintain 6ft of social distancing
- Face coverings will NOT be required when eating breakfast or lunch

**4. Will CDC social distancing guidelines be observed?**

All areas of the campus will be monitored frequently to encourage social distancing. Social distancing will be observed as much as possible, but at times students will be closer than the recommended 6 feet apart. When social distancing requirements cannot be maintained, such as class change times, lunch, etc. students will be required to wear face coverings as per Executive Order GA 29. Signage reminding students and staff about handwashing, social distancing, and infection prevention will be posted throughout the school and in areas mentioned above.

**5. What happens if a student or a teacher tests positive for COVID-19? Will the entire classroom have to quarantine and enroll in virtual school? What if multiple classrooms and students/staff are impacted?**

When notification of a possible exposure occurs, CCISD, in coordination with local health authorities, will begin contact tracing and complete a thorough risk assessment. Based on this assessment, a determination as to whether an entire classroom or multiple classrooms are required to quarantine will be made. Students will have the opportunity to access virtual content during the quarantine period.

**6. Will visitors be allowed on campuses?**

Visitors will be allowed on campuses on a very limited basis using the guidelines below.

- Visits must be official school business only and have a scheduled appointment
- All visitors are required to wear masks and utilize hand sanitizing stations upon entry

**7. Can students bring their lunch?**

Yes, students can bring a lunch; however, lunches cannot be brought to the student or dropped off for the student.

**8. Can parents eat lunch with their child?**

Throughout the duration of this pandemic, eating lunch is not considered school business; therefore, parents eating with children will not be allowed.

**9. Will classroom parties be allowed?**

Not at this time; however, if the class is allowed to have a party, only pre-packaged food items will be allowed in the classroom. No home baked goods will be allowed.

**10. What is considered Close Contact?**

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as: a. being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or b. being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield; if either occurred at any time in the last 14 days at the same time the infected individual was infectious. Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test

**PARENT/STUDENT RELATED**

**1. What if the parent, guardian or adult student chooses not to receive face-to-face instruction this year because of concerns regarding COVID-19?**

There are two choices:

- i. On campus face to face instruction as provided normally, and
- ii. Asynchronous Instruction which does not require having the instructor and student engaged at the same time. In this method, students learn from instruction that is not necessarily being delivered in-person or in real-time. This may include various forms of digital and online learning, such as live video of instruction and prerecorded video lessons, or tech-based learning tasks that students complete on their own, or pre-assigned work and formative assessments made available to students on paper. The instructional method will address the required curriculum, per TEC 28.002.

**2. What if most families choose the in-person option? Would there have to be changes to accommodate social distancing or will there be a limit of how many students can select the in-person option?**

We will continue to work closely with TEA and local health authorities to ensure the safety of our students. We believe we will be able to provide instruction to students in whichever format their families choose. Keep in mind, CCISD will comply with all mandates regarding social/physical distancing as well as health and hygiene protocols.

**3. What additional safety measures will the district have in place in response to COVID-19?**

The district plans to:

- i. Increase cleaning regimen in all school areas

- ii. Regularly disinfect classrooms, buses, gyms, bathrooms, and other populated public areas throughout the school day as well as during regular cleaning
- iii. Provide face masks, hand sanitizers, and gloves if requested by staff or students
- iv. Take measures daily before students, staff and visitors enter the buildings, and as students board the school bus

**4. How will you address social, emotional, or mental health concerns?**

Counselors are available to support students academically, socially, and emotionally and can provide mental health support or resources for families who may be struggling emotionally.

If a student needs to schedule a counseling session, please contact the campus counselor at the email listed below. To ensure staff is equipped to address social and mental health concerns, Guidance and Counseling will continue to host training opportunities including trauma informed care, Mental Health First Aid, and social emotional learning.

- Jenae Ashbrook, High School Counselor; [ashbrook.jenae@clarendonisd.net](mailto:ashbrook.jenae@clarendonisd.net)

**5. Will we still have parent night, open house, assemblies, or concerts?**

At this time, large events will occur in a virtual setting or in small in-person gatherings that comply with CDC guidelines.

**6. Will we still have athletics?**

Currently, the UIL has made the decision to continue fall athletics as scheduled. If changes are made, you will be notified. Please visit the Clarendon CISD website for any information regarding scheduling changes.

**7. Will buses run?**

Yes, transportation will continue for eligible regular bus route students; however, parents are strongly encouraged to bring and pick their children up from school.

**8. Will social distancing be observed on buses, and how will seating arrangements be determined?**

As we cannot guarantee 6-foot social distancing on our district transportation, it is recommended that parents bring and pick their children up from school or use an alternative method. Students will be instructed with specific safety protocols. The bus driver and students will use hand sanitizer that will be provided. School buses will be cleaned and disinfected twice daily.

**9. What precautions will be in place for extracurricular activities?**

Safety guidelines have been developed for conducting workouts, rehearsals, and practices. The district will continue to follow all mandated guidelines provided by TEA, UIL and the state.

**10. Will students have recess or the ability to play and socialize with other students?**

We anticipate students will have recess time with restrictions that reinforce social distancing.

**11. Will students remain enrolled at their school if they choose virtual school?**

Yes, students will remain enrolled at their respective Clarendon CISD campus.

**12. Will meals be provided for students who select virtual school?**

Options are being explored for providing meals to qualified students who select virtual school. Options may include grab and go or carry out. Information regarding food service options will be updated on the Clarendon CISD website.



**13. Are immunizations required for virtual school?**

Yes. At this time the Texas Department of State Health Services has not waived the vaccine requirements for students.

**14. How will virtual school be different from at-home learning during the closure last spring?**

Students who select virtual school will be required to attend and participate in class daily, and instruction will be led by a teacher. Virtual school this year will be a full course load of instruction and assignments that is equivalent to what students who are attending school in-person will be required to complete. It will be the responsibility of the parent and student to ensure Asynchronous Online Learning meets the same expectations as in-person learning which includes completion of all assignments, daily communication with teacher and daily time commitment. Teachers delivering virtual instruction will receive additional training and support in digital teaching strategies and using online curriculum. Both in-person and Asynchronous Online Learning will utilize the same grading system. Students being served through a special programs virtual instruction will affect accommodations and services provided.

**15 Who will be required to take State assessments?**

Students participating in both in-person and Asynchronous Online Learning will be required to participate in state (STAAR/EOC/TELPAS, etc.) testing.

**16 Will packets be available for instruction if we do not have access to a device or internet?**

No, packets will not be considered instruction as we move into the 2020-2021 school year, with the exception of some assignments in grades PK-2. Chromebooks may be available for student check out.

**17 Can a student be counted absent from Asynchronous Online Learning?**

Yes. In the Asynchronous Online Learning instructional method, student engagement is measured daily, and attendance is assigned based on the student's completion of that day's engagement measure. Students who do not complete the daily measure of engagement are to be counted absent for that day, and that absence cannot be changed to present if the student completes the engagement measure on a later date.

**18 Under the Asynchronous Online Learning instructional method, if a student decides to complete the entire weeks' worth of work on Monday, can the student's attendance be coded to show perfect attendance for the week?**

No. In the Asynchronous Online Learning instructional method, student engagement is measured daily, and attendance is assigned based on the student's completion of that day's engagement measure. Students who do not complete the daily measure of engagement are to be counted absent for that day, and that absence cannot be changed to present if the student completes the engagement measure on a later date.

**19 Will the 90% minimum student attendance for class credit rule be in effect for the 2020– 2021 school year?**

Yes. The minimum attendance for class credit rule of TEC, §25.092, will be in effect for the 2020–2021 school year, and TEA will not be issuing waivers for LEAs to exempt themselves from the rule. Students are required to attend at least 90% of their classes (with some exceptions) to receive credit and be promoted. Remote attendance will count in the same manner as on-campus attendance in satisfying this requirement.

**20 What are the requirements for attendance?**

- a. Minimum attendance for class credit will be in effect for the 2020–2021 school year, and TEA will not be issuing waivers for LEAs to exempt themselves from the rule. Students are required to attend at least 90% of their classes [TEC, §25.092] to receive credit and be promoted. Remote attendance will count in the same manner as on-campus attendance in satisfying this requirement. A day of attendance credit is equal to 240 minutes of instruction.

**21 How is student daily attendance earned?**

- a. Attending school on campus
- b. Home Learning, and
  - i. Participating in daily instruction from a teacher
  - ii. Contacting a teacher to gather instruction
  - iii. Completing and turning in assignments on expected days

**22 Will truancy laws be in effect during the 2020–2021 school year for students receiving remote instruction due to COVID-19 related closure or health concerns?**

Truancy laws will apply to students who fail to attend school either in-person or virtually.

**23 What about student meals in the cafeteria?**

- Students will be required to wash/sanitize their hands prior to entering the cafeteria
- Thorough sanitizing and hand washing practices will be followed in all areas of the kitchen and serving locations
- All tables will be sanitized between mealtimes
- The campus will plan for physically distant mealtimes as feasible
- Lunch may be served in alternate locations for some grade levels so that social distancing can be maintained
- Students will be discouraged from sharing food or drink
- Tables will be spread out across the cafeteria to maximize space between groups
- When possible, cohorts will be grouped together to eat lunch
- Microwaves will be removed from cafeteria for hygiene and monitoring purposes
- Condiments and pre-wrapped silverware will be included with meals.

**CLARENDON CISD**  
**COVID-19 Standard Response Protocol**

|                    |   |
|--------------------|---|
| <b>Level One</b>   | <p><b>PREVENTION: <i>No confirmed cases of COVID-19 among staff or students.</i></b></p> <ul style="list-style-type: none"> <li>● Health prevention measures are in place.</li> <li>● Daily intensive cleaning and frequent cleaning of facilities.</li> <li>● Limited visitor access.</li> <li>● Monitoring virus trends in the community via local health officials.</li> <li>● Communicate to employees and district community.</li> </ul>   |
| <b>Level Two</b>   | <p><b>MITIGATION: <i>One of more confirmed case(s) of COVID-19 at one facility.</i></b></p> <ul style="list-style-type: none"> <li>● Person(s) with close contact of an individual with a confirmed case of COVID-19 will be advised to self-quarantine for 14 days.</li> <li>● Affected are closed for deep cleaning.</li> <li>● Self-monitoring, preventative measures and stay home if ill.</li> <li>● Limited visitor access.</li> <li>● Communicate to employees and district community.</li> </ul>                                      |
| <b>Level Three</b> | <p><b>MODIFIED OPERATIONS: <i>Three or more confirmed COVID-19 cases in one specific area.</i></b></p> <ul style="list-style-type: none"> <li>● Students and staff from that area will self-quarantine for 14 days.</li> <li>● Students impacted will move to remote learning.</li> <li>● Affected area will be closed for deep cleaning.</li> <li>● Self-monitoring, preventative measures and stay home if ill.</li> <li>● No visitor access.</li> <li>● Communicate to employees and district community.</li> </ul>                        |
| <b>Level Four</b>  | <p><b>FACILITY CLOSURE: <i>COVID-19 cases exceed 10% of facility occupancy.</i></b></p> <ul style="list-style-type: none"> <li>● Entire facility will be closed for a minimum of two days.</li> <li>● All students and staff may return if symptom free upon determination by school and health officials.</li> <li>● Those infected or in close contact with infection will be asked to self-quarantine for 14 days per CDC guidelines.</li> <li>● No visitor access.</li> <li>● Communicate to employees and district community.</li> </ul> |

**Level Five**

**DISTRICT CLOSURE: *COVID-19 cases exceed 10% of occupancy within the District's facilities.***

- All CCISD facilities closed for a minimum of 5 days.
- Students and staff will move to remote learning and work.
- Disinfection of all facilities and school buses.
- All properties (playground, gym, athletic facilities, etc.) are closed.
- All extracurricular activities, events, trips, contests are cancelled.
- Communicate to employees and district community