



TERRELL INDEPENDENT SCHOOL DISTRICT

# LEARNING PLAN

SAFE RETURN TO IN-PERSON INSTRUCTION &  
CONTINUITY OF SERVICE PLAN

## 2021-2022

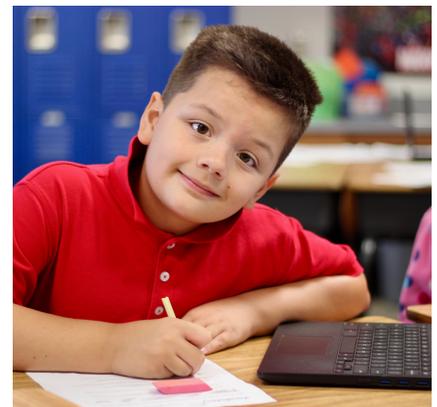


APPROVED AUGUST 2, 2021

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# BOARD OF TRUSTEES



The Terrell ISD school board recognizes that public support and open lines of communication are vital to a successful educational environment for students and employees. Citizens are encouraged to stay informed on the decisions which affect students and teachers, to let board members know opinions on important issues, and to attend board meetings whenever possible. The instructional models and safety protocols and guidance outlined in this document were reviewed by the Terrell ISD Board of Trustees on Monday, June 21, 2021.

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# TISD SUPERINTENDENT

## DR. GEORGEANNE WARNOCK



Terrell Tigers,

As our community, state, and nation continues a full reopening following the COVID-19 pandemic, I find myself deeply grateful for the support, trust, and grace our Terrell Tiger community has shown not only to me, but to the leaders, teachers, and staff members of the Terrell Independent School District over the past 18 months. Our entire Tiger Team has risen to the challenge, and we are excited to begin the upcoming school year delivering safe, engaging, and meaningful learning opportunities for all students.

Student and staff safety will always remain the District's top priority and the driving force behind our thinking and decision making. I consider it a great honor and privilege to lead this District, which is why I, along with our entire team, approached our Re-Entry plan with great intention and care.

The guidance outlined in this document was a collaborative effort led by the TISD Re-Entry Planning Task Force, made up of staff members and administrators across several campuses and departments. The Re-Entry Task Force also sought input from parents, staff, teachers, and state and local health officials and leaders. As the situation surrounding COVID-19 evolves, the guidance in this document may be adjusted and communicated accordingly to students, staff, and families.

We are looking forward to a great year—our best year yet. Together we are Tigers!

*Georgeanne Warnock*

# OVERVIEW



This guide presents protocols that have been developed or expanded to prevent the spread of COVID-19. It is based on guidance from the Centers for Disease Control, the Texas Education Agency, and the Kaufman County Emergency Management Coordinator.

Recommendations have been developed by a Re-Entry Task force within the District, as well as parents, community partners, county and state officials and health advisors, and Texas Public School colleagues.

The top priority in all decisions made by Terrell ISD is the health, safety and well-being of our students and staff. This document is subject to change as conditions evolve in our community. If the circumstances surrounding the COVID-19 pandemic change, the guidance we receive from state and local agencies may also change and cause adjustments to our plans.

Please check the District's website regularly for the latest information.

**[WWW.TERRELLISD.ORG](http://WWW.TERRELLISD.ORG)**





## General

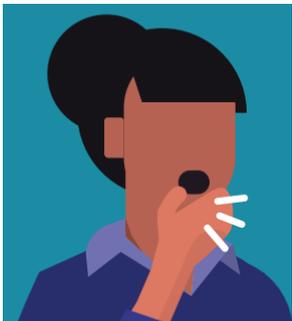
Schools are required to comply with the governor's executive orders and orders from county officials. This guidance will be subject to change based on executive orders, new information, and the changing health landscape.

All students and staff should self-screen for COVID-19 symptoms daily, and individuals who present with symptoms will be separated and sent home.

## Screening Protocols

- Staff will self-screen for COVID-19 symptoms prior to reporting to work each day.
- Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their student to school. Staff may check in with parents regarding screening during arrival to school.
- As detailed more fully below, campus visitors will be screened.
- At entry to school, students and staff may have temperature checked if they are demonstrating symptoms of illness.
- Teachers will monitor students and refer to the nurse if symptoms are present.

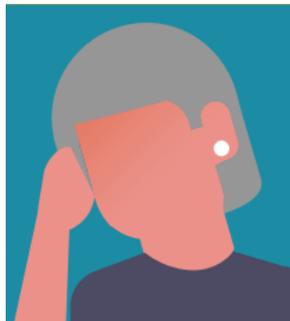
## Symptoms of COVID-19



Cough, shortness of breath or difficulty breathing



Fever of 100.4 or higher



Severe headache



Vomiting or diarrhea



Sore throat



## Isolation Protocols and Close Contact: Students

- Terrell ISD encourages all eligible persons to receive COVID-19 vaccines, maintain social distancing when feasible, and stay home when feeling ill or running fever. Terrell ISD will continue to follow the Governor of Texas's orders, recommendations from the CDC allowable in Texas, and guidance from the Texas Education Agency for communicable illnesses.
- If a student has a confirmed positive test for COVID-19, the parent/guardian shall keep the student home from school.
- The student may return when at least 10 days have passed since symptoms first appeared or from the first positive test date AND 24 hours have passed without fever or use of fever-reducing medications.
- Parent/guardian shall notify the office/attendance clerk of the absence. The campus will request medical documentation upon return to the campus in order to excuse absences.
- If a student is directly exposed to someone diagnosed as positive COVID-19 within the same household AND has not been fully vaccinated or has not tested positive for and recovered from COVID-19 in the past 90 days (has antibodies), the student must quarantine for a minimum of 10 days after the last exposure (or lab confirmed positive person in household began having symptoms) AND is free from symptoms OR after a negative COVID-19 test result occurring on day 5 or later from exposure.
- In the case of direct household exposure, parent/guardian shall notify the office/attendance clerk of the absence. The campus will request medical documentation of the positive COVID-19 case upon return to the campus in order to excuse absences.
- In these cases, the nurse will complete the Terrell ISD Student Health Reporting Form (available on website).



## Isolation Protocols and Close Contact: Students

- TISD will continue to keep the COVID-19 dashboard updated and posted on the Terrell ISD website for parents and the community. If there is a surge of cases or a rise in cases, Terrell ISD will notify parents via Remind. Parents of students who are in a class of an individual with a confirmed COVID-19 case will be notified via Remind (grades PK-5) or by campus (grades 6-12). At this time, the State of Emergency declared in 2019 by the Governor of Texas has expired.
- Vaccinated students or students who have tested positive for COVID-19 in the past 3 months will not need to quarantine for close contact as long as they do not have COVID-19 symptoms following close contact.
- Should a student be absent due to quarantine or illness, the parent or guardian should contact the school to report illness and request assignments. Teachers will communicate with parent/guardian regarding missed assignments and make-up work. Students will be counted absent for days that they are in quarantine and/or home ill. Should a student exceed the allowable absences for a semester, the student will follow the regular attendance appeals procedures.





## Isolation Protocols and Close Contact: Staff

- Terrell ISD encourages all eligible persons to receive COVID-19 vaccines, maintain social distancing when feasible, and stay home when feeling ill or running fever. Terrell ISD will continue to follow the Governor of Texas's orders, recommendations from the CDC allowable in Texas, and guidance from the Texas Education Agency for communicable illnesses.
- If a staff member has a confirmed positive test for COVID-19, the staff member shall notify his/her supervisor, request substitute, and will be asked to provide medical documentation to Human Resources for the absence period.
- The staff member may return when at least 10 days have passed since symptoms first appeared or from the first positive test date AND 24 hours have passed without fever or use of fever-reducing medications.
- If a staff member is directly exposed to someone diagnosed as positive COVID-19 within the same household AND has not been fully vaccinated or has not tested positive for and recovered from COVID-19 in the past 90 days (has antibodies), the staff member may quarantine or, with supervisor permission, may report to work with protective measures including use of mask and protective shields for 10 days.
- In these cases, the supervisor will work with the employee to complete the Terrell ISD Staff Health Reporting Form (available on website).
- Vaccinated staff or staff who have tested positive for COVID-19 in the past 3 months will not need to quarantine for close contact as long as they do not have COVID-19 symptoms following close contact.
- Should a staff member miss school due to quarantine or illness, staff should follow regular procedures for illness including requesting a substitute and providing lesson plans for the substitute. COVID-19 leave will be treated as all other sick leave for staff in the 2021-22 school year and beyond as the State of Emergency declared in 2019 by the Governor of Texas has expired.



## Isolation Protocols

- TEA defines “close contact” with a person who is lab-confirmed with COVID-19 as being directly exposed to infectious secretions (e.g., being coughed on); or b. being within 6 feet for a total of approximately 15 minutes throughout the course of a day; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, vaccination status, prior infection status, and case symptomology may affect this determination.
- Students and staff who are lab-confirmed to have COVID-19 must stay at home throughout the infection period. The following conditions should be met prior to re-entry into school:
  - In the case of an individual who was diagnosed with COVID-19 or who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, the individual may return to school when all 3 of the following criteria are met
    - In the case of an individual who was diagnosed with COVID-19 or who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, the individual may return to school when all 3 of the following criteria are met:
      - i. at least one day (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
      - ii. the individual has improvement in symptoms (e.g., cough, shortness of breath);
      - iii. at least ten days have passed since symptoms first appeared.
- If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis or (b) present a negative COVID-19 test given after the 5th day after exposure.
- In evaluating whether an individual has symptoms consistent with COVID-19, consider the following: Have they recently begun experiencing any of the following in a way that is not normal for them?
  - Loss of taste or smell
  - Cough
  - Difficulty breathing
  - Shortness of breath
  - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  - Headache
  - Chills
  - Sore throat
  - Shaking or exaggerated shivering
  - Significant muscle pain or ache
  - Diarrhea



## Community Spread

The district will continue to monitor community spread of COVID-19. Should an increase or significant outbreak of COVID-19 occur, the district will work in partnership with local and state agencies to determine if masks will be required or additional social distancing should occur. Should a campus or the district need to close physically due to community spread, learning will continue remotely to the extent it is possible to do so following the Return to Learn Guidance established in 2020-21.

Days have been added to our school calendar in the event of closure. Additionally, minutes are built into our current calendar to allow for closure if needed. Further, the district may add minutes to the school day in order to meet the TEA required 75,600 minutes of instruction for students.





## Community Spread

Protective measures, including the recommended use of face coverings (defined as masks or shields), will be determined by the level of disease activity of COVID-19 in accordance with the Governor's orders, state law, and local law. The District will rely on data from the Department of State Health Services (DSHS) and Kaufman County to determine the disease activity level and the appropriate protective measures.

Currently, the Governor of Texas prohibits any local governing entity, including school districts, from mandating face coverings. Face coverings are optional for all students and staff in Terrell ISD, and they are encouraged in Terrell ISD for those who have yet to be vaccinated.

The District will utilize Remind and social media, as well as school announcements, to alert students, parents and staff in the event of increasing disease activity.

Parents and guardians who wish for their child to wear a face covering are responsible for ensuring their students wears a face covering to school.

According to the CDC guidelines, cloth face coverings are an additional step to slow the spread of COVID-19 when combined with everyday preventive actions and social distancing.

Per the CDC, proper wearing of the face covering includes:

- Washing your hands or using hand sanitizer before putting on your face covering
- Put the face covering over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not touch the face covering; if you do, wash your hands or use hand sanitizer

If a student chooses to wear a mask, student masks must comply with the Terrell ISD dress and grooming standards.

CDC Guidance: [Schools, Administrators, Infection Control](#)



## General

We look forward to welcoming visitors to our campuses this school year. Campuses may continue to utilize virtual meeting options to meet family and community needs.

All visitors will be screened using the TISD Health Screening Form. When asking individuals if they have symptoms for COVID-19, school systems must only require the individual to provide a “Yes” or “No” to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation. School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.

Individuals who proceed beyond the reception area will follow specific and regular guidelines for visitors.

During substantial COVID-19 activity, TISD may restrict visitors inside buildings, including volunteers and parents.

Volunteers must complete the Terrell ISD Campus Volunteer application at <https://terrellisd.quickapp.pro/positions> after August 1, 2021.



# DISINFECTING & HAND SANITIZING PROTOCOLS



## General

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

## Hand Washing/Sanitizing Expectations

- All staff will receive COVID-19 training, including hand-washing procedures, the use of personal protective equipment in close contact, sanitation procedures, and safe glove removal procedures.
- All students will receive hand-washing training on the first day of instruction.
- Alcohol-based hand sanitizer will be available at the main entry to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.
- Staff will be expected to regularly wash or sanitize their hands.
- Requirements for student hand washing and/or use of TISD-provided hand sanitizer:
  - Provide hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day.
  - Thorough hand washing upon return from outdoors, before eating, following restroom breaks.



## Disinfecting Expectations

- Staff will have access to disinfectant products to sanitize high-touch, working surfaces, and shared objects regularly.
- Harmful cleaning products will not be stored near students.
- Students will not have access to harmful cleaning products.



## General

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

## Daily Campus Cleaning

- Each classroom and restroom will be cleaned daily.
- Custodial priorities will be sanitation and disinfection.
- All high-touch areas will be disinfected daily.
- Cleaning cloths will be provided for each campus and common area to maximize room to room cleanliness.
- Staff will have access to disinfectant materials to sanitize working surfaces and shared objects after each use and during breaks in instruction.

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

- If a classroom or facility is closed due to COVID-19 spread, approved disinfectant, which is recommended for use on the virus that causes COVID-19, will be used to disinfect areas used by the individual.
- Custodial staff may electrostatic spray classrooms, restrooms, cafeteria and other identified areas considered to be common areas.





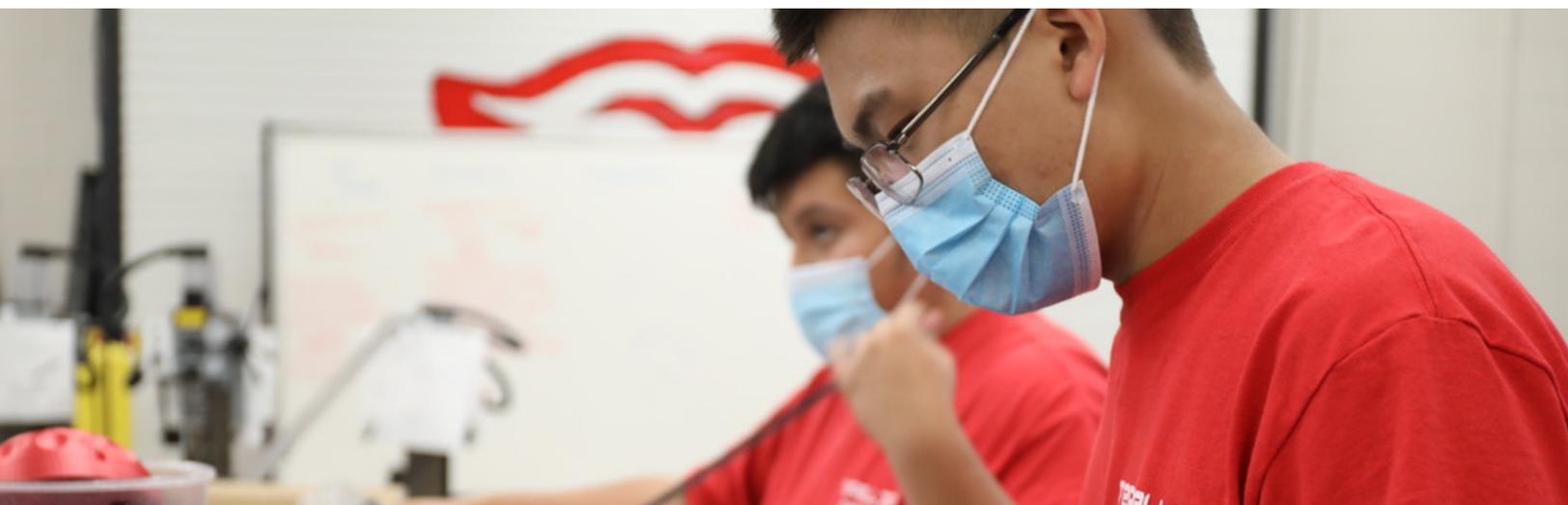
## Classroom Configuration

- When possible, eliminate communal supplies. It will be critical for students to keep track of their individual supplies.
- Recommended procedures will be applied to all classroom settings, including special education service locations when possible and appropriate. Students' individual needs will be addressed on a case-by-case basis.
- The use of outdoor space for learning will be considered when possible.

## Loss of Learning

Due to the pandemic, students may have experienced learning loss. Terrell ISD will be providing the following supports based on individual student needs: extended school day, extended school year, small group or individualized instruction, pre-assessment and supplemental instruction, mental health and social-emotional services, and diagnostic tools to determine students' current progress.

Additional resources such as Caregiver University and the Literacy Resource Hub will support students as we close gaps in learning due to the pandemic.





## Collaborative Work and Projects

- During substantial or moderate community spread, it is recommended that students who work in pairs or groups wear a mask or shield if unable to be socially distanced.
- Collaborative work is important to the learning process.



## General Classroom

- Signage will be posted in all campuses regarding protocols and prevention.
- Multiple locations of hand sanitizer, tissues, and trash cans will be available in several locations to limit student and staff movement.
- Each room will have a door stop to prop for no-touch entry between classes. Classroom doors may be shut during instruction. The perimeter doors will remain locked for student and staff safety.

## Specialized Classrooms

- During the 2020-21 school year, we made many adjustments due to COVID-19, including using Zoom as a tool for parent meetings. Special Education Services and 504 meetings may continue using Zoom as a meeting tool if it is beneficial for the parent/guardian.
- Should an increase of COVID-19 activity occur, specific guidance for students served by special education and 504, established in 2020-21, will take effect.
- Career and Technical Education classes will follow industry-based safety guidelines as appropriate to the equipment and course content. For example, individual student supplies such as welding hoods and safety glasses will remain in effect in the 2021-22 school year. Additional specific guidance will be provided for CTE classrooms.



## Physical Education Classes

- Should an increase of COVID-19 occur, physical education classes will be held outside as possible to allow for maximum physical distance between students.
- We will follow our heat and cold guidelines established and provided in the Student Handbook.
- Sanitizing areas and access to hand washing will be provided.

## Recess

- Staggered schedules for recess may be utilized when needed.
- All students and staff will be required to use alcohol-based hand sanitizer before and after recess.
- Playground equipment and shared equipment may be restricted during periods of substantial or moderate spread.
- Brain booster breaks will be implemented as needed, at the discretion of the campus/teacher.



## Common Areas

In order to provide the safest environment possible in our common/collaborative spaces, while promoting disease prevention and mitigation, the following guidelines will be implemented:

### Common & Meeting Spaces

- Video conferencing for meetings will remain an option for parents and staff.

### Administrative Spaces: Reception, Offices, Conference Rooms, Mail Room

- Individuals must stand behind the shield guard installed at the reception desk. In the event of a line at the reception desk, individuals are to engage in social distancing.
- Hand sanitizer will be provided in front office spaces.

### Employee Lounges

- Frequent touch points will be sanitized.
- Employees use shared items such as microwaves and coffee pots at their own risk.
- Employees should sanitize high-touch points prior to use and sanitize hands after use.

### Elevators

Only students and staff with a physical impairment or the need to move large/heavy equipment will be able to use the elevator.

### Restrooms

- Students and staff must wash hands after using the restroom and then use hand sanitizer before entering the classroom.
- All students will be provided instruction on proper hand washing techniques on the first day of face-to-face instruction.

### Library

- Students and staff will wash/sanitize hands upon entering and after visiting the library.
- High-touch surfaces (i.e. table tops, chairs, door handles) will be disinfected regularly.



## Transitions

- Campuses may utilize staggered releases from each class to limit the number of students in the hallway during transitions to the extent possible.
- Classroom doors will be propped open to reduce high-touch areas.
- One-way traffic patterns may be established throughout the campus.

## Arrival

- Early bird arrivals are strongly discouraged. However, any students dropped off before the building is open will not be allowed inside the building. Any exceptions would need to be specifically arranged with campus administration.
- All staff will be utilized for duty to maintain a line of sight in hallways and supervision of students.
- Sanitizer stations will be placed at each entrance and students will sanitize hands upon entry.
- Students will either report directly to their classroom and breakfast will be served in the classroom OR directly to the cafeteria for breakfast. The campus will communicate the breakfast procedure with students and families.
- PreK and Kindergarten parents/guardians (limit of 2) will be allowed to walk their children to the classroom on the first day of school. Parents/guardians will be screened. Start times for PreK and Kindergarten may be staggered to allow for a smooth start to school.
- Students may be assigned a time to arrive on the first day of school so that staggered entry is possible.

## Dismissal

- Dismissal times may be staggered to the extent possible to limit the number of students in hallways and exit areas at any given time.
- Sanitizer stations will be placed at each exit and students will be required to sanitize hands prior to exit.

## Breakfast/Lunch

- Hand sanitizer stations will be available at entrances and exits of the cafeteria.
- If a child is bringing his or her lunch, he/she needs to bring it to school when he/she arrives.
- Parents and staff should be encouraged to utilize meal prepayment online system and avoid sending cash. If cash is sent, no change will be provided and all money will be applied to the child's or staff member's account.
- In the event of rising COVID-19 activity, "Grab and Go" curbside meals will be available for students, or meals may be provided via bus, depending on needs of the community.



## Off-Campus Activities

- Campuses will limit students from leaving campus after school prior to travel or start of extra-curricular or co-curricular activities when possible.
- Student participation in academic contests (Math and Science Team, Robotics, etc.) will be governed by rules provided by an authorized entity (e.g., host site, TISD, TEA, the UIL, etc.)
- Guidance regarding parents bringing food to students prior to extra-curricular activities will be provided by the coach/sponsor.
- During periods of increased COVID-19 activity, field trips may be limited.

## On-Campus Activities

- Any school wide events that are approved to be held on campus need to adhere to requirements outlined by the Governor, county officials, TISD, TEA and UIL. (Examples: grade level pep rallies, assemblies, performances, etc.)

## Athletics

- Athletic practices and contests will be conducted following safety protocol provided by guidance from TISD, UIL and TEA. This will include COVID screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.
- Parents should screen their students for COVID-19 symptoms prior to their student's entry into an area where UIL activities are being conducted or the student's participation in a UIL activity. School staff may screen students for symptoms and/or ask screening questions of a student's parent/guardian if that parent is dropping off or picking up a student from a UIL event.
- Hand sanitizing stations will be in gym and stadium facilities and equipment will be sanitized on a regular basis.
- Bus travel will follow transportation guidelines provided by TISD, UIL, and/or TEA.
- Staff will provide supervision on buses to monitor for compliance with guidelines.
- Spectator attendance at games and contests may be capped with appropriate social distancing between spectators during increasing COVID-19 spread.
- Ticket purchase procedures can be found online at [www.terrellisd.org/tickets](http://www.terrellisd.org/tickets).

# EXTRA-CURRICULAR ACTIVITIES



## Fine Arts

- Hand sanitizing stations will be located in Fine Arts classrooms/Band Halls.
- Large group practice sessions, sectionals and rehearsals will adhere to guidelines provided by an authorized entity (e.g., TISD, TEA, UIL, etc.)
- Parents should screen their students for COVID-19 symptoms prior to their student's entry into an area where fine arts activities are being conducted or the student's participation in the fine arts activity. School staff may screen students for symptoms and/or ask screening questions of a student's parent/guardian if that parent is dropping off or picking up a student from a Fine Arts or UIL event.
- Bus travel will follow transportation guidelines provided by TISD, UIL, and/or TEA.
- Staff will provide supervision on buses to monitor for compliance with guidelines.
- Spectator attendance at games, performances, and contests may be capped at with appropriate social distancing between spectators during increasing COVID-19 spread.
- Off-campus Fine Arts performances will be conducted with specific guidance provided by an authorized entity (e.g., TISD, TEA, UIL, etc.)
- Concerts/performance may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., TISD, TEA, UIL, etc.) including but not limited to transportation procedures, number of attendees, and social distancing.
- Art classes will follow the guidance listed in this handbook; individual supplies will be provided in art to the extent possible.

# ATTENDANCE AND ENROLLMENT



- Terrell ISD is required to take daily attendance.
- Per Texas Education Code (TEC) 25.092, students must attend 90 percent of a course in order to be awarded credit for the course and/or to be promoted to the next grade.

# BUS TRANSPORTATION



- Bus Drivers will be trained in COVID-19 safety protocols.
- Seats, handles and high-touch areas will be disinfected.
- When possible, bus windows will be opened to allow outside air to circulate in the bus.

# MENTAL HEALTH



- Terrell ISD counselors have been trained in social-emotional support and trauma-informed care.
- Additional counseling personnel will be available in the 2021-22 school year as students return to learn.
- Counselors will develop strategies and support for students, families and staff members.
- Counselors will utilize the TISD referral system for individuals who need targeted support.
- Pre-K - 2nd grade students will be learning social and emotional health through Momentous Institute Change Makers curriculum.



# TECHNOLOGY SUPPORT



- Currently, all students will have access to a district issued device during the school day. Students in grades 6-12 may have access to take the district issued device home following parent and student training at the beginning of the school year.
- Should a student have an issue with his/her device, he/she will enter a help desk ticket for tech support under student links.
- Terrell ISD has purchased additional hot spots for families in need of internet access. TISD will work diligently to support families without internet access.
- All devices and hotspots issued to families must be returned upon request or upon student withdrawal from Terrell ISD.
- Parents will sign an acknowledgement of receipt of the device and agree to pay full replacement cost should the device be damaged or lost.





## Student Expectations for At-Home Learning

In the event that the district needs to shift to remote learning due to a severe COVID-19 outbreak, the following expectations will be in place for students:

- Follow the designated schedule communicated by the school/ counselor/teacher to attend class during scheduled times and complete activities assigned on time
- Participate in learning through live class time using Google Meets/Zoom/Schoology
- Students should take responsibility for advocating for themselves
- Turn in school work at the direction of the assigned teacher
- Students are responsible for participation in the lesson, discussion, and activities
- Attend class on time
- Dress appropriately
- Be ready to learn with all essential materials and technology
- Make progress each day (learning assignments will be posted daily)
- Ensure progress through teacher/student interactions made each day
- Turn-in of assignment(s), posts to discussion boards, digital annotated notes, peer feedback, small group activity, or other forms of engagement will be required each day
- Become familiar with your Learning Management System (SeeSaw for grades K-2; Schoology for grades 3-12)

## Parent Expectations for At-Home Learning

In the event that the district needs to shift to remote learning due to a severe COVID-19 outbreak, the following will be asked of parents:

- Facilitate academic support and encouragement as a learning partner to motivate and guide your child.
- Ensure your child is on track with assignments and coursework
- Ensure your child is reaching out to their teacher for assistance on their day-to-day activities
- Assist in supporting your child's needs by establishing and managing the daily schedule communicated by the teacher
- Consider creating a designated learning space for your child at home to learn comfortably and with minimal distractions
- Maintain communication with your child's teacher by phone, email messages, and/or online meetings to create a learning partnership in the district-approved communication channels
- Help your child own their learning. Provide support and encouragement, and expect your children to do their part. Students feeling challenged is allowed and encouraged!
- Don't help too much. Becoming independent takes lots of practice.
- Become familiar with your student's Learning Management System (SeeSaw for grades K-2; Schoology for grades 3-12)



## Expectations

Should Terrell ISD be required to reinstate at-home learning due to rising COVID-19 spread, the following would apply.

In keeping with our Terrell ISD goals and expectations, as it relates to At-Home learning, we will structure the students' learning schedule to require students to participate in synchronous (defined as two-way, real-time, live instruction between teachers and students, through the computer or other electronic devices) and asynchronous (defined as a learning experience where students engage in learning activities on their own time, interacting intermittently with the teacher via the computer or other electronic devices) learning depending on the identified learning model. It will be vital for teachers and parents to openly communicate the schedules for the students.

ARD/IEP committees will determine the unique needs of students who are IEP-entitled in making support and service recommendations for students attending school virtually. The nature of special education accommodations will likely require a heavier concentration of synchronous supports and services to ensure individual student needs are met. [TISD Special Education Return to School Guidance](#)

LPAC committees will determine the unique needs of our English Learners (EL). The committee will make support recommendations for EL's attending school virtually. The supports may include Rosetta Stone, additional minutes on Smarty Ants/Achieve/Reading Plus, and additional small group instruction synchronously. In addition, all teachers will use effective teaching strategies to engage and support ELs. [TISD English Learner Plan](#).



# TISD CONFIRMED CASE OF COVID-19



## Campus Reporting Procedures for Staff or Student

### Confirmed Case

- Student (or parent of student) with a COVID-19 confirmed case contacts campus
- Student (or parent) will be connected to assistant principal (or principal at GLA, TAEC, & C&A); administrator will complete Student Health Reporting Form
- Employee with a confirmed case will notify their principal/supervisor and complete the "COVID-19 Employee Reporting Form" on the TISD website

### Administrator

- Administrator will contact campus nurse and Melody Stowe, Director of Health Services.
- Administrator will complete the Student COVID-19 Reporting Form
- Administrator will contact Shuck Wieland to begin contact tracing

### Shuck Wieland - For Students | Dr. Juan Solis - For Staff

- Mr. Wieland or Dr. Solis will contact Steve Howie at Kaufman County Emergency Management
- Mr. Wieland or Dr. Solis will work with campus principals to begin contact tracing per guidance

### Dr. Warnock

Mr. Wieland or Dr. Solis will provide details to:

- Dr. Warnock- Superintendent
- Stacey Ellis- Human Resources
- Dr. Magee- Leading & Learning
- Tonya Tillman- Business & Operations
- Dr. Polk- Student, Family, & Community Services
- Olivia Rice- Communications & Marketing
- Final decision made

### Decision Made

- Student or employee cannot return to campus (Shuck Wieland will communicate with campus administration and families; Stacey Ellis will communicate with employees)
- Decisions to close off areas will be decided pending individual situation
- Cleaning and disinfecting (Shuck Wieland will notify Tonya Tillman; Tonya Tillman will notify ABM)
- ABM will notify campus of timeline of cleaning and when the area will be accessible

### Notification

- Notification will be sent by Olivia Rice to teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified using Remind and e-mail.
- Notification will be made by Shuck Wieland to close contacts (for students) or Stacey Ellis (for staff).