

Leading Forward



Navarro Elementary Covid-19 Response Plan

2020-2021

Contents

Leading Forward.....	4
Task Force for Reopening Schools.....	
Guiding Principles to Reopening Schools.....	
Academic Calendar.....	
Health Services.....	6
Communication Regarding COVID-19.....	6
On-Campus Learning.....	7
Distance Learning.....	7
District Operations.....	7
Equitable Access to Resources.....	8
Chromebooks and School Supplies.....	8
Wireless Internet Access.....	8
Teaching and Learning.....	8
On-campus Instruction.....	9
Distance Learning at Home.....	9
Grading Policy.....	10
Attendance.....	10
Attendance for Distance Learning.....	10
Roles and Commitment Levels of Students in Distance Learning.....	11
Special Classes (K-5 th Grade) - Music, Art, and PE.....	11
Special Programs.....	11
Gifted and Talented.....	12
Counseling Services.....	12
Health & Safety Protocols.....	13
Protocols for Screening and Isolation on Campus.....	13
COVID-19 Symptoms.....	13
Close Contact.....	14
Social Distancing.....	14
Screening Protocols.....	14
Screening Questionnaire Information.....	15



Isolation Protocols for Student or Staff Displaying COVID-19 Symptoms on Campus.....	15
Protocols for different scenarios in which students have a diagnosis, exposure, or symptoms of COVID-19.....	16
Health and Hygiene Practices: Face Coverings.....	17
Operations for Learning and Work Environments.....	18
Transportation.....	18
Arrival.....	19
Classroom Configuration and Procedures.....	19
Restrooms.....	20
Transitions.....	20
Meals/Cafeteria.....	21
Recess.....	22
Collaborative Work and Projects.....	22
Specialized Classrooms.....	23
Dismissal.....	23
Protocols for Campus Visitors.....	24
Visits to School.....	24
Common Areas.....	25
Operations for Student Programs & Activities.....	26
On and Off-Campus Student Activities.....	26
After School Programs: Kids Club & Texas ACE Programs	26
Fine Arts.....	27
Protocols for Hygiene and Sanitation.....	28
Hand Washing/Sanitization Expectations.....	28
Protocols for Campus Cleaning and Disinfecting Routines.....	28
Sources.....	29
Reopening Schools Task Force.....	30
Appendix A.....	32

Leading Forward



Preparing for this school year with the extraordinary circumstances due to COVID-19 required an even deeper level of planning to ensure not only excellent and equitable instruction and learning for all of our Lions, but also the safety and wellbeing of our students and staff.



Because school districts are unable to provide the preferred traditional school model, the pandemic required us to apply innovative problem solving--anchored in the guidelines by the Centers for Disease Control and Prevention (CDC), Governor Greg Abbott, and the Texas Education Agency--to redefine our learning environments.

This fall, we have the benefit of lessons learned from the spring distance learning launch as well as the valuable insight from both teachers and parents to apply to model design for this school year. As a result, parents will be able to select an instructional and learning environment that is best for your family.

Whether you select distance or on-campus learning, Lockhart ISD will provide your child with a Chromebook and school supplies to ensure every Lion is prepared for success. In addition, we want to provide the following assurances:

- Safety is the highest priority for our students and staff.
- Safety protocols will be in place for on-campus instruction.
- All students and staff will be required to wear a mask or face shield in LISD facilities.
- We will continue educating our students with the same high standards for all.
- Final decisions will be made and adjusted to remain in compliance with current state guidelines.
- The district will maintain transparency with frequent, timely, and accurate communication.

We would like to take this opportunity to thank you in advance for your continued trust, patience, and grace as we try to provide stability, comfort, and direction during these unpredictable times. If you have any questions about this plan or any other concerns, please feel free to email deanna.juarez@lockhart.txed.net or call 512-398-0690.

Task	Force	for	Reopening	Schools
A task force of teachers and district leaders, along with review by Caldwell County Chief Medical Officer, forged a pathway to the reopening of our schools. With the district prioritizing the safety and well-being of our students, staff, and community, we have				



identified guiding principles to formulate our path in setting up safe learning environments for both our students and staff. The task force at Navarro Elementary included Deanna Juarez (principal), Vanessa Gibson (Assistant Principal), Arlis Flores (Counselor), Beth Henrichs (RTI Teacher), Ashley Taylor (Interventionist Teacher), Amanda Soliz (Teacher), Meghan Bailey (Teacher) and Lydia Adams (Special Education Teacher).

Guiding Principles to Reopening Schools

1. Plan for multiple scenarios to ensure students and staff are challenged, healthy, engaged, safe, and supported.
2. Build infrastructure and resilience for an ever-changing landscape (policies, resources, budget).
3. Ensure equitable access to resources needed for learning.
4. Plan to equip staff with professional development and skills needed for instructional technology and social emotional support.
5. Transform teaching and learning across LISD to the [LISD VIP](#) model.
6. Prepare for changes in Human Resource Management and practices.

Academic Calendar 2020-2021

In order to provide the safest start of school for our students and staff and to allow for proper training and planning, Lockhart ISD amended the academic calendar, with LISD Board approval. The first day of school for all Lions is now **Monday, August 24, 2020**.

All students, whether you chose on-campus or distance learning as your preferred learning environment, will participate in online instruction for the first three weeks of school (August 24 - September 11, 2020).

On-campus learners will come to campus beginning **Monday, September 14, 2020**. Distance learners will continue their instruction online.

Click [here](#) to download the new Academic Calendar for 2020-2021.

Lockhart Independent School District 2020-2021 Academic Calendar

The calendar displays the following key dates and events:

- August 24:** First day of school for all students.
- August 25-27:** New Teacher Orientation and Training.
- September 1-3:** Pre and Post Day.
- September 4:** Staff Development Day.
- September 5-11:** Early Release - High School/Elementary.
- September 12-18:** Early Release - Middle/Junior High.
- September 19-25:** Early Release - High School/Junior High.
- September 26-28:** Early Release - High School/Junior High.
- October 1-2:** Early Release - High School/Junior High.
- October 3-9:** Early Release - High School/Junior High.
- October 10-16:** Early Release - High School/Junior High.
- October 17-23:** Early Release - High School/Junior High.
- October 24-30:** Early Release - High School/Junior High.
- November 1-7:** Early Release - High School/Junior High.
- November 8-14:** Early Release - High School/Junior High.
- November 15-21:** Early Release - High School/Junior High.
- November 22-28:** Early Release - High School/Junior High.
- December 1-7:** Early Release - High School/Junior High.
- December 8-14:** Early Release - High School/Junior High.
- December 15-21:** Early Release - High School/Junior High.
- December 22-28:** Early Release - High School/Junior High.
- January 1-7:** Early Release - High School/Junior High.
- January 8-14:** Early Release - High School/Junior High.
- January 15-21:** Early Release - High School/Junior High.
- January 22-28:** Early Release - High School/Junior High.
- February 1-7:** Early Release - High School/Junior High.
- February 8-14:** Early Release - High School/Junior High.
- February 15-21:** Early Release - High School/Junior High.
- February 22-28:** Early Release - High School/Junior High.
- March 1-7:** Early Release - High School/Junior High.
- March 8-14:** Early Release - High School/Junior High.
- March 15-21:** Early Release - High School/Junior High.
- March 22-28:** Early Release - High School/Junior High.
- April 1-7:** Early Release - High School/Junior High.
- April 8-14:** Early Release - High School/Junior High.
- April 15-21:** Early Release - High School/Junior High.
- April 22-28:** Early Release - High School/Junior High.
- May 1-7:** Early Release - High School/Junior High.
- May 8-14:** Early Release - High School/Junior High.
- May 15-21:** Early Release - High School/Junior High.
- May 22-28:** Early Release - High School/Junior High.
- May 29-31:** Early Release - High School/Junior High.

Health Services





The role of LISD school nurses is critical especially during this pandemic. They deliver health care services in an educational setting, manage health clinic operations, monitor the trends in symptoms and illnesses campus-wide, and provide guidance to leadership and staff on appropriate practices to support student and staff health. All nurses will continue to work in partnership with community health care providers, Texas Department of Health and Human Services, Texas Education Agency, and the Centers for Disease Control and Prevention (CDC).

- To prevent exposure to infectious diseases for vulnerable students receiving other medical treatments, all student visits to the Health Office will be triaged.
- Care that can be provided in the classroom will be handled there (minor first aid).
- Students presenting potential COVID-19 symptoms will be isolated until a parent/guardian is able to pick up the student.
- A separate location in the front hallway will be used for dispensing medication and addressing other student illnesses/injuries not related to COVID-19 will be used.

Communication Regarding COVID-19

Lockhart ISD understands the foundation of a healthy partnership is trust, and the district works hard to build and maintain staff, parent, and community trust through providing frequent, timely, and accurate information. We support equitable access to important information by ensuring our communication is provided in both English and Spanish, matching the language preferences indicated by parents.

Communication is especially important during this global pandemic. To help you understand what to expect, we would like to provide the guidelines the district and campuses will use to initiate COVID-19 related communication with parents during the school year.

In order to ensure our ability to communicate important information with you, it is critical now, more than ever, to provide your updated phone number and email address. Also, please note that if you opt to block or unsubscribe from emails, this will prevent you from receiving emergency information. Contact your child's campus to update



your

contact

information.

On-Campus Learning

In situations in which an individual in a class or student activity group receives a **lab-confirmed case of COVID-19**, the principal of the campus will email and call the affected classroom's or student activity group's parents. The principal will indicate a confirmed case, whether there was any close contact as defined by the Texas Education Agency, and the steps being taken to disinfect and protect the health of staff and students.

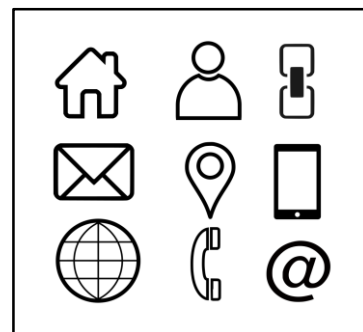
In partnership with and guidance from the Caldwell County Chief Medical Officer and LISD Health Services Medical Director, in situations in which a school needs to close the campus for a length of time to slow spread and initiate a deep clean of the campus, the principal of the campus will communicate to all parents the details of the temporary closure, the expectations for temporary distance learning, and when parents can expect for students to return to school.

Distance Learning

Students participating in distance learning will be at home, so communication of lab-confirmed COVID-19 cases to parents of a class would not be necessary.

District Operations

In situations in which the operations of the entire school district are impacted by COVID-19, LISD will notify parents via email, LISD Facebook, LISD Twitter, the district website at www.lockhartisd.org, and the Lockhart ISD mobile app--available for free download in iTunes and Google Play. In cases of a necessary closure, the district will also send info through phone calls. You can review all the ways to stay connected at http://lockhartisd.org/parents/stay_connected. Parents can also find information specific to COVID-19 on the main website at www.lockhartisd.org via the "COVID-19 Stay Informed" button towards the top of the page



for information.

Equitable Access to Resources

Chromebook and School Supplies

Lockhart ISD will provide school supplies and a technology device for every pre-K - 12th grade student this upcoming school year in order to address equity issues and build



student and district resilience. The only item parents will need to purchase for students to go back to school is a backpack. Parents unable to purchase a backpack will be able to receive support from community organizations, such as 4:12 Kids and The Domitila H. & Timoteo R. Juarez, Sr. Excellence in Education Fund, as well as other groups who annually provide support to families in need of assistance for back to school preparation.

All Kindergarten - 12th grade students will be issued a school district Chromebook for use throughout the school year, transforming LISD into a 1:1 district.

Wireless Internet Access



Lockhart ISD obtained network towers to provide wireless internet to all LISD students and staff throughout Caldwell County who have been unable to secure internet service. The school district towers will provide internet coverage countywide by the beginning of the new school year. The internet service will be managed to ensure service for instructional programming only, restricting access to non-educational websites. To complete a request for Lion Link service [click here](#).

Teaching and Learning

Lockhart ISD remains committed to ensuring success and growth for all our students. We will offer two types of learning environments for the 2020-2021 School Year. The two options will be on-campus instruction and distance learning instruction as defined below.

On-campus Instruction

The students will attend school Monday-Friday with normal school operating hours. The school operating hours are as follows:

Navarro Elementary

7:20 - 3:05



The school hours may change pending any direction from our local, county, and state officials. The students and staff will follow all district safety protocols.

Distance Learning at Home

The students will be provided a learning environment where students must engage daily in the learning materials at their own pace, interacting intermittently with the teacher via the computer, other electronic devices, or over the phone. The level of rigor, workload, and time commitment will be significantly increased from the distance learning that students experienced in the spring of 2020. Student engagement in distance academic work will be equivalent to the content that a student would be engaged in over a normal school year on campus.



The instruction does not require having the instructor and student engaged online at the same time. In this method, students learn from instruction that is not necessarily being delivered on-campus or in real time. This type of daily instruction may include various daily forms of digital and online learning, such as prerecorded video lessons or game-based learning tasks that

students complete on their own, and pre-assigned work and formative assessments.

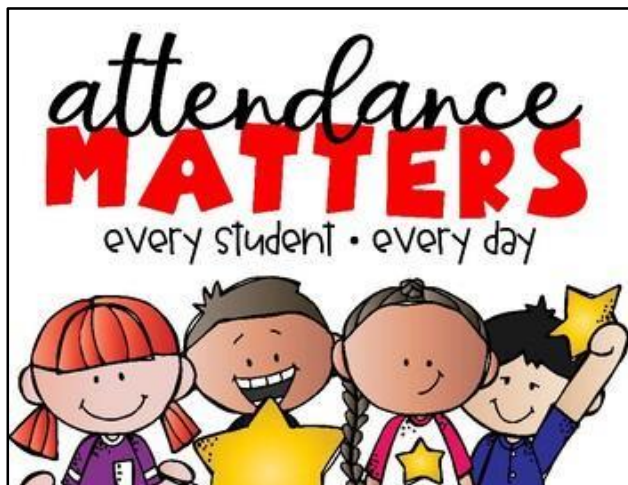
Grading Policy

District grading guidelines and policies will apply to both on-campus instruction and distance learning. Please review the elementary handbook for a review of the district's grading guidelines and policies.

Attendance



Attendance is mandatory in both the on-campus and distance learning environments. All district compulsory attendance policies and rules apply for on-campus and distance learning instruction. Truancy laws will apply to students who fail to attend school whether on campus or distance learning environments. The attendance tracking for distance learning attendance is described in the next section.



All students are required to attend at least 90% of their classes (with some exceptions) to receive credit and be promoted. Distance learning daily attendance will count in the same manner as on-campus attendance in satisfying this requirement.

For guidance on what to do when a student has become ill or exposed to COVID-19, see the “COVID-19 Student Symptom Map” in Appendix A.

Attendance for Distance Learning

Daily attendance will be recorded and student will be marked as “present” if they are engaged in any one of these three methods:

1. Student data showing progress made that day in the following LISD Learning Management Systems:
 - a. SeeSaw Platform for K-2nd Grade
 - b. SeeSaw and/or Google Classroom for 3rd Grade
 - c. Google Classroom for 4th-5th Grade
2. Student progress evidenced from Teacher/Student interactions made that day
3. Completion and submission of assignment(s) planned for that day

Roles and Commitment Levels of Students in Distance Learning



- Show proof of participation in daily on-campus or virtual instruction by satisfactorily completing assigned assignments to demonstrate evidence of student learning ie. video, picture, or activities submitted as lessons and/or completing assignments
- Communicate with the teacher when there is a need for additional assistance, such as tutoring. The teacher may schedule a specific time for this.
- Designate a work space and work times at home.

Specials Classes (K-5th Grade) - Music, Art, Library and PE

The specials classes will be offered in the on-campus learning environment with the Specials Teachers going into student homerooms to deliver the instruction. Both Music and Art teachers will be going to daily assigned classrooms to teach their weekly lesson. The librarian will be visiting each classroom, every other week, to take the students their requested book selection and/or a small selection of books for the student(s) to choose from. For PE, there will be two classes, per grade level, that will be either going outside to exercise or to the gym.



Students in distance learning will not have direct online instruction. Instead, students will be able to access lessons to do on their own schedule. PE teachers will provide instructional videos.

Special

Programs

Lockhart ISD will ensure that students with disabilities have access to a free and appropriate public education (FAPE). We will ensure that, to the greatest extent possible, each student with a disability can be provided the special education and related services identified in the student's individualized education program (IEP) or 504 plan.

- Students with disabilities will follow the same guidelines and protocols with special consideration given to meet their individual needs.
- Special education instructional and related services will be provided in accordance with the ARD/IEP either virtually or face-to-face.
- Lockhart ISD is committed to meeting the unique needs of students with disabilities by ensuring that ARD/IEP or 504 Committees convene as needed to discuss needs,



- review progress, and make individualized recommendations for our students.
- All ARD and 504 meetings will be held virtually to continue to protect the health and safety of all.
- Lockhart ISD will review all health plans and IEPs prior to reentry into brick and mortar settings and revise them through an ARD with appropriate safety protocols, as needed.

Gifted and Talented

Gifted and Talented (GT) services will be coordinated for the on-campus and distance learning environments with the GT Teacher based on the student enrollment in each learning environment. Students in distance learning will have scheduled time to interact with other students in their assigned groups.

Counseling Services

School counselors provide valuable support and services to students, ensuring the needs of the "whole child" are met to help them truly thrive. Whether students are on campus or participating in distance learning, our counselors will continue to provide critical support to our Lions. Counselor will provide guidance lessons in accordance with the Texas Model for Comprehensive School Counseling Programs.

1. Counselors/Administrators will complete a risk assessment and develop a positive support plan for students (especially at-risk students) in order to provide appropriate resources and support.
2. Counselors will regularly communicate with parents/guardians and students in order to share social-emotional learning resources, strategies, etc.
3. Counselors will regularly be available, communicate with, and intervene on the behalf of families and students in need.
4. Navarro Elementary counselor, Ms. Flores, will meet in classrooms every other week for individual planning and guidance curriculum.
5. Counselors will support classroom teachers in providing instruction (asynchronously or synchronously) in alignment with character education/social emotional, and comprehensive counseling programming and other state-mandated topics as needed.



6. The Counseling & Guidance Department will maintain current information regarding mental health and community services for students, families, and staff on the district COVID-19 webpage.
7. Students may access a counselor through our online [Lion HelpLine](#).

Health & Safety Protocols

Protocols for Screening and Isolation on Campus

All students should be screened by their parents daily before coming to school. Staff will screen themselves for COVID-19 symptoms daily. Individuals who present with symptoms on campus will be separated and sent home. **For guidance on what to do when a student has become ill or exposed to COVID-19, see the COVID-19 Student Response Flow Chart in Appendix A.**

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, consider if the individual is experiencing any of the following symptoms **in a way that is not usual for them**. (Please note that students with fever will always be required to remain at home.)

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea
- Nausea or vomiting



Close Contact

According to the Texas Education Agency and state health officials, the definition of "close contact," in relation to one's proximity or exposure to an individual who is lab-confirmed to have COVID-19, is defined as:



- a. being directly exposed to infectious secretions (e.g., being coughed **or**
- b. being within 6 feet for a cumulative duration of 15 minutes.
- c. If either occurred at any time in the last 14 days at that same time the infected individual was contagious*.

**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, a two-day period to a confirmed lab test.*

Social Distancing

Social distancing is the practice of keeping people physically separated with the goal of limiting virus spread between individuals. The Centers for Disease Control and Prevention (CDC) recommends that schools “space seating/desks at least 6 feet apart when possible.”

Screening Protocols

1. All staff are required daily to self-screen for COVID-19 symptoms before coming onto campus each day. Symptoms are listed above. The self-screening should include staff taking their own temperature. Teachers and staff must report to their immediate supervisor if they themselves have COVID-19 symptoms in a way that is not usual to them or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, they must report to their supervisor if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this document, and, if so, must remain off campus until the 14-day incubation period has passed.
2. Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to participate in distance learning until the below conditions for re-entry are met. Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed.
3. Teachers will monitor students and refer to the nurse if symptoms are present.
4. Before visitors are allowed on campuses, all visitors must be screened to determine if the visitors have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, schools must screen to determine if visitors have had close contact with an individual who is lab-confirmed with COVID-19, and, if so, they must remain off campus until the 14-day incubation period has passed. Part of the screening process for all adult visitors will include



temperature checks.

Screening Questionnaire Information

1. When asking individuals if they have symptoms for COVID-19, campus 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. Campus staff are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.
2. Once it is determined that individuals who responded “yes” to either of these questions have met the criteria for re-entry, campus staff must destroy those individuals’ responses.

Isolation Protocols for Student or Staff Displaying COVID-19 Symptoms on Campus

1. When a student has displayed symptoms of COVID-19, the campus nurse will provide a clinical assessment to determine if and when a student needs to be sent home.
2. 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.
3. Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.
4. If an individual who has been in a school is lab-confirmed to have COVID-19, the district must notify its local health department, in accordance with applicable federal, state, and local laws and regulations, including confidentiality requirements of the American with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
5. Schools must close off areas that were heavily used by the individual with the lab-confirmed case (students, teacher, or staff) until the non-porous surfaces in those areas can be disinfected.
6. Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, school must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate in any on campus activities.

**IF YOU SUSPECT YOUR CHILD COULD HAVE COVID-19,
PLEASE SEEK MEDICAL ATTENTION.**



Health and Hygiene Practices: Face Coverings

All students, staff, and visitors are required to wear masks-- non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth. Any individual with unique medical considerations, substantiated in writing by a medical doctor, can present concerns to the campus principal for individual consideration.



It may be impractical for students to wear masks or face shields while participating in some UIL, non-UIL athletic, or other extracurricular activities. When it is impractical for students to wear masks or face shields during those activities, schools must require students, teachers, staff, and visitors to wear masks or face shields when entering and exiting facilities and practice areas and when not actively engaging in those activities. Schools may, for example, allow students who are actively exercising to remove masks or face shields, as long as they maintain at least six feet of distance from other students, teachers, and staff who are not wearing masks or face shields.

However, schools must require *students, teachers, and staff* to wear masks or face shields as they arrange themselves in positions that will allow them to maintain safe distancing.

Operations for Learning and Work Environments

Transportation

Social distancing is most challenging on a school bus due to the limited space available. However, the district will provide as much space as possible between students, and students from the same household will be grouped together. All students are required to wear a cloth face covering while riding the bus to and from school.



- All riders will be assigned seats on the bus according to the order they are picked up in the mornings.
- Buses will be cleaned and disinfected at the end of each route.
- All bus drivers will be trained on appropriate use of cleaning and disinfecting products and procedures and CDC guidelines.
- Hand sanitizer will be provided on each bus.
- Masks will be required on the bus for students and drivers. As such, wearing masks will be enforced like other bus rules, and it will be a discipline infraction if not followed.
- For confirmed COVID cases, buses will be taken out of service to be disinfected.
- Response protocols are being developed for how to handle sick students at a stop location, and for identifiable illness while students are on the bus.
- Students that become sick during the day may not ride the bus home.

The picture can't be displayed.

Arrival

1. Students may not arrive earlier than 7 am at the elementary school. Any students dropped off before the building is open will not be allowed inside the building.
2. Separate entrances will be utilized for car riders, bus riders, and walkers.
3. The carpool entrance will remain off of Medina Street and buses entrance will remain off of Center Street.
4. There will be two staff members working the carpool lane, one staff member at the door, and another staff member at the hallway entrance.
5. All staff will be utilized for duty to maintain a line of sight in hallways and distancing of hallway cohorts.
6. There will be two staff members outside to guide students from the buses, one staff member in the hallway by the restroom in the cafeteria, and one staff member in the hallway between the cafeteria and classrooms.
7. Sanitizer stations will be placed at each entrance and students will sanitize hands upon entry.
8. Parents will not be allowed to accompany students into the building.
9. Students will go straight to their classroom upon arrival and will not wait in a centralized holding area.



10. There will be staff members in each hallway to help direct students to their classrooms, where their teachers will be waiting to greet them into the classroom.
11. There will be bus procedures, based on campus specific needs.

Classroom Configurations and Procedures

1. Desks or tables should be placed six feet apart, when possible.
2. Turn desks to face in the same direction (rather than facing each other), or have students sit on only one side of tables, spaced apart.
3. Utilize other/larger building spaces to accommodate additional classroom spaces as needed.
4. In classrooms where students are regularly within six feet of one another, staff should plan for more frequent hand washing and/or hand sanitizing.
5. When possible, eliminate shared supplies. Shared equipment will be sanitized between use.
6. Remove blankets, pillows, and other shared non-essential items from the classroom.
7. 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.
8. Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus. Additionally, supplemental services will be grouped by grade level when possible.

Restrooms

1. Students will use hand sanitizer prior to going to the restroom.
2. Proper handwashing technique will be taught to all students and consistently reinforced.
3. Efforts will be made to limit the availability of toilets, urinals, and sinks to certain times to comply with health agency recommendations and social distancing.
4. All classrooms have scheduled times to help eliminate co-mingling of students across various classes and to ensure teacher monitoring of social distancing guidelines.
5. After a restroom break, students will be required to wash their hands and use hand sanitizer before re-entering the classroom.
6. Increased disinfecting will occur throughout the school day.

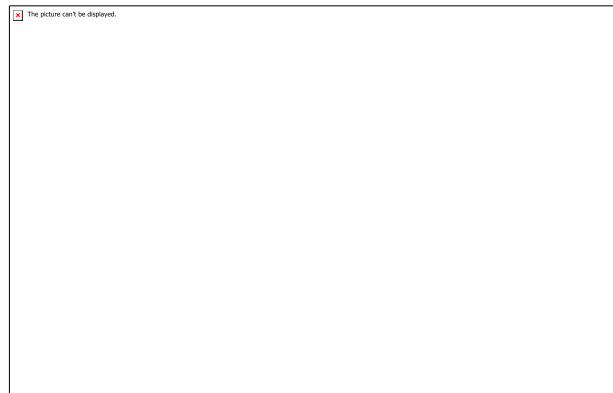
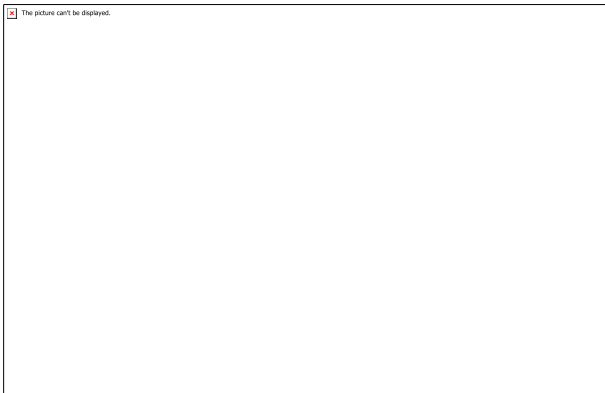


Transitions

1. Where possible, one-way traffic throughout campus corridors will be established. Placing physical guides, such as tape, on floors or sidewalks to create one-way routes.
2. In order to create the safest ways for students to walk to and from different locations on a campus, walking pathways throughout the building will be designated “stay to the right.” This includes the entrance and exit doors. Additionally, students may make transitions outside of the building.
3. Interior classroom doors will be propped open to reduce the number of high touch areas when possible.

Meals/Cafeteria

Navarro students will eat lunch in their classrooms. Lunch monitors will bring the students’ lunches to the classroom and students will then eat in the classroom. Lunch monitors will stay in the classroom so that the teachers can have a lunch break.



1. Breakfast on Campus
 - a. Students in K - 5th grade will be served breakfast in the classroom.
2. Lunch on Campus
 - a. K - 5th grade lunches will be delivered to classrooms for students to eat in class.



- b. Lunch visitors will be suspended indefinitely.
3. The district will ensure the safety of children with food allergies.
4. Disposable food service items will be used (e.g., utensils, dishes).
5. Meals for Distance Learning Students:
During the first three weeks of school, in which all students will be distance learners, the district will continue its Grab & Go and meal delivery options. When on-campus learning begins September 14, and we begin using buses to transport students once again, there will be a change in how we provide meals to those continuing distance learning. The school district is exploring how best to do that and will provide additional information prior to September 14.

Recess



1. Students will be required to wear masks during recess.
2. Navarro students will be going to recess according to the schedule given to their teachers.
3. All students and staff will be required to use alcohol-based hand sanitizer before entering the playground and upon exiting the playground.
4. Brain breaks will be implemented as needed, at the discretion of the campus/teacher.
5. Brief and occasional outdoor supervised “mask breaks” will be implemented while maintaining social distance protocols.



Collaborative Work and Projects

1. When possible, technology will be utilized when students are involved in collaborative work.
2. Group or pair work can be implemented when maintaining social distancing.
3. Multiple locations of hand sanitizer, tissues, and trash cans will be available in several locations to limit student and staff movement.

Specialized Classrooms

1. Emphasize grouping students into assigned groups and limiting the size of groups participating in these communal areas.
2. Conduct specials in the classroom or outdoors, whenever possible. Appropriate social distancing measures will be followed.
3. Specialized equipment will be sanitized between each use. There will be adequate supplies to minimize the sharing of high touch materials or limit use of supplies of equipment to one group of students at a time.
4. Special education classrooms and service locations may have additional protective barriers in place to support a safe environment for our students.

Dismissal

1. Sibling connections will be done outside the building.
2. Campus will designate staggered dismissal groups. Staggering the groups of walkers, car riders, bus riders, Kids Club and daycare students will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.
3. There will not be any walk ups this year due to safety concerns at the carpool area and/or the back of the building. Students will need to be carpool, bus riders, daycare, walking home by themselves, or Kids Club program only.
4. Separate entrances will be utilized for car riders, bus riders, walkers and daycares.
5. There will be one staff member gathering carpool names for student pick up, one staff member stationed outside the main entrance to direct students as they get released from their classrooms, another staff member will be calling for names as



they are placed on the list, and there will be staff members stationed at each cone.

6. There will only be two sibling groups at each cone for carpool so that we adhere to the social distancing protocols.
7. Students who are car riders will be called over the intercom when it is their turn to be picked up and directed to the correct area by the staff in the hallways.
8. There will be bus procedures, based on campus specific needs.
9. Bus riders will wait in their classrooms until their bus number is called. There will be two staff members per grade level staying in the classroom with those students, and another staff member guiding the students to their correct bus.
10. There will be six staff members stationed at the buses to help guide students to their buses once they have reached the bus area.
11. Kids Club program students will be directed to the cafeteria by the staff stationed in the hallways.
12. Parents picking up students during the day will call ahead so that students can be sent or accompanied to parent vehicles upon arrival.

Protocols for Campus Visitors

Campuses will utilize virtual meeting options to limit campus visitors when possible. All visitors who enter the building will be required to wear a face covering. Individuals who proceed beyond the reception area will follow social distancing guidelines and be subject to a health screening, including a temperature check.

Visits to Schools

1. Assemblies and other activities that bring large groupings of students and/or teachers and staff together will be held virtually or eliminated.
2. Lunch times/periods are closed to parents, guardians, or visitors indefinitely.
3. Suspend voluntary/non-essential visitors indefinitely.
4. Parent visits:
 - a. Are limited to required parent meetings that cannot be held virtually.
 - b. Must be held in a designated common meeting area.
 - c. Must be scheduled by appointment.
 - d. Require temperature checks and health screenings.
5. Educational/professional (ex: student teachers, 3rd party support) visits:
 - a. As approved by administrator
 - b. Must be scheduled by appointment



- c. Face coverings must be worn at all times
- d. Require temperature checks and health screenings

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.

Meeting Spaces

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

1. Campuses will develop schedules and protocols for the use of common areas, including how to sanitize space between use. When needed, students will bring personal supplies from the classroom.
2. Visual reminders will be added and furniture rearranged to help students maintain social distancing.
3. Students and staff will wash/sanitize hands upon entering and after visiting common areas.
4. Common spaces and supplies in these spaces will be disinfected frequently.
5. High touch surfaces will be disinfected regularly.
6. Occupancy will be limited.
7. All meetings will be done virtually, except for very limited situations requiring in-person interaction.
8. On-campus meetings will maintain social distancing. Facial coverings will be required.
9. Limit the sharing of materials/supplies

Administrative Spaces - Reception, Offices, Conference Rooms, Mail Room

1. Meetings will be conducted virtually, except for very limited situations requiring in-person interaction. However, if the need arises to meet in person, please follow campus guidelines:
 - a. Facial coverings or masks must be worn at all times.
 - b. Please stand behind the shield guard installed at the reception desk.



- c. Hand sanitizer will be provided in front office spaces.
- d. Distances of 6 feet will be provided between all occupied seats and workspaces.
- e. Meetings should be limited to less than 15 minutes.

Operations for Student Programs & Activities

On and Off-Campus Student Activities

1. Restrict community access to campus facilities indefinitely.
2. Any school wide events that are approved to be held on campus need to adhere to social distancing requirements outlined by LISD, TEA, and UIL.
3. School wide events will be live streamed and/or occur virtually when possible.
4. Campus club meetings should be held virtually.
5. Campuses will limit students from leaving campus after school prior to travel or start of extracurricular activities when possible.
6. Extracurricular activities may continue based on recommended guidance of LISD, TEA, and UIL.
7. Field trips for academic/enrichment, including special education community-based instruction, are suspended indefinitely until transportation and gathering is safe and allowable.

After School Programs: Kids Club & LISD Texas ACE Programs

LISD ACE Program



Lockhart ISD offers Texas ACE programming to serve identified 2nd - 5th graders through a grant funded by the Texas Education Agency. The LISD Texas ACE sites are based at AB Strawn Elementary, Bluebonnet Elementary (serving Bluebonnet and Clear Fork), and Navarro Elementary (serving Navarro and Plum Creek).

Due to COVID-19 and related health & safety concerns about transporting and gathering students in large groups,



LISD ACE programming will be a 100% virtual program this school year. LISD ACE site coordinators will contact ACE students and their parents to discuss this year's online offerings. Parents can access additional information at <https://lockhartisd.link/LISDACE>.

Kids Club After School Program

Lockhart ISD offers after school programming to pre-K - elementary students. Kids Club supports the student learning experience with the opportunity for additional academic support and enrichment to help all of our Lions in their academic growth.



The district will offer after school programming at each of the elementary campuses as well as Carver Early Education Center in the 2020-21 school year. This will enable smaller groups of students and avoids the need for transporting students to other sites.

Kids Club will follow social distancing guidelines of maintaining six feet of distance between students, require face coverings for all participants and staff, provide for frequent opportunities for handwashing and the use of hand sanitizer, and implement modified pick-up procedures as the district will restrict entry into the program except by students and staff.

For additional information, visit <https://lockhartisd.link/KidsClub> or call Community Education at 512-398-0245.

Fine Arts

1. Large group practice sessions, sectionals and rehearsals will adhere to social distancing guidelines provided by an authorized entity (e.g., LISD, TEA, UIL, etc.).
2. Off-campus fine arts performances will only be conducted if specific guidance is provided by an authorized entity (e.g., LISD, TEA, UIL, etc.)
3. Concerts/performance may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., LISD, TEA,



UIL, etc.) including but not limited to transportation procedures, number of attendees, and the orientation of concerts.

4. All fine arts performances will be streamed online when possible.
5. PTO meetings should be held virtually or off campus to minimize outside exposure to campuses.

Protocols for Hygiene and Sanitation

Frequent disinfection and hand sanitization will be followed to support health and wellness of students and staff.

Hand Washing/Sanitizing Expectations

1. Staff and students will be trained on proper hand hygiene techniques. All staff will teach, reinforce, and assist students (as needed) with proper hand washing using soap and water for at least 20 seconds.
2. Staff and students are expected to wash their hands frequently including but not limited to after recess, before eating and following restroom breaks.
3. 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.
4. All staff and students will be trained on how to safely cover coughs and sneezes.
5. Greetings that involve physical contact cannot be used (handshakes, high fives, fist bumps, or hugs).

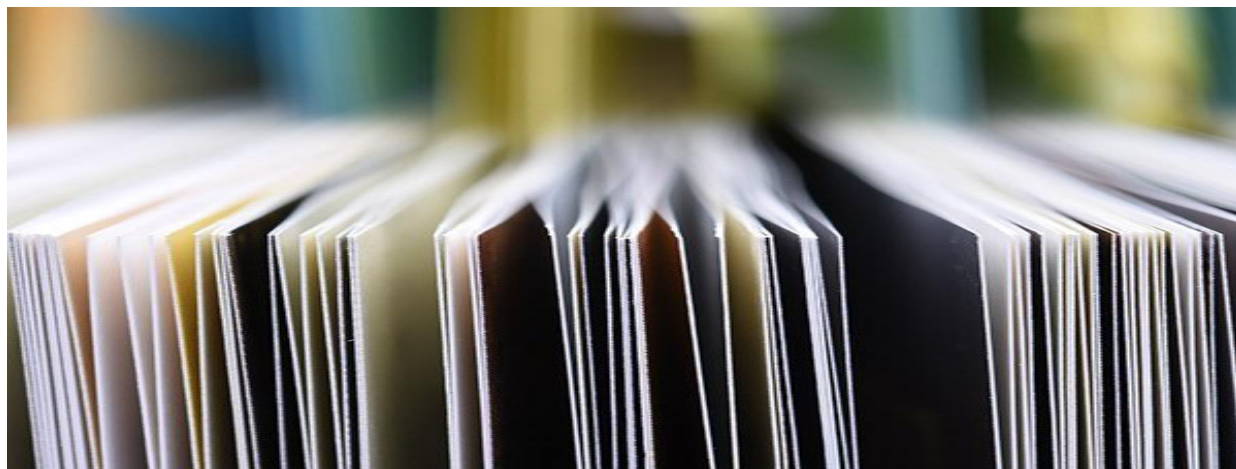
Protocols for Campus Cleaning and Disinfecting Routines

- Hand sanitizers with at least 60% alcohol will be provided at building entrances, in the cafeteria, and in classrooms. These will be routinely checked and refilled.
- Touch free paper towel dispensers will be installed in every restroom.
- SSC custodial staff will clean and disinfect on a frequent basis to minimize and prevent viral spread via surfaces.
- SSC custodial staff will continue to implement cleaning and disinfecting procedures following the [CDC COVID-19 Cleaning and Disinfecting Guidance for Schools](#).
- The bathrooms and water filling stations will be cleaned at minimum three times per day



Sources

In developing this plan for 2020-2021, Lockhart ISD and its Reopening of Schools Task Force carefully reviewed and studied the guidelines provided by federal and state experts. Additionally, the district sought and reviewed parent feedback in the development of this plan.



[Centers for Disease Control and Prevention \(CDC\) - Considerations for Schools](#)

[CDC COVID-19 Cleaning and Disinfecting Guidance for Schools](#)

[Texas Education Agency Guidelines](#)

[American Academy of Pediatrics](#)

[AASA- The School Superintendents Association](#)

[Lockhart ISD Parent Survey - June 2020](#)



Reopening of Schools Task Force

Lockhart ISD would like to acknowledge the individuals who provided their time and expertise to develop this comprehensive plan to reopen schools for students and staff for the 2020-2021 school year. This task force reviewed the ever-evolving guidance from the CDC and Texas officials, as well as studied district parents and staff feedback, to develop a plan that prioritized the safety and well-being of students and while ensuring structured, equitable, and meaningful opportunities for learning and growth. [#LockhartLeading](#)

Adam Galvan

Asst. Superintendent of
Operations & Technology

Alison Duran

Instructional Coach

Amanda Attales

Biology, Anatomy, &
Physiology Teacher

Amanda M. Soliz

4th Grade Teacher

Angelita Paxton

Counselor

Ashley Fehrle

2nd Grade Teacher

Aubrey Simons

ELAR Teacher

Bailey Williams

Secondary Math & Science
Instructional Coach

Beth Henrichs

RTI Teacher

Betty Arnic

3rd Grade Teacher

Bryeanna Scurlock

7th Grade Girls Basketball
& Volleyball

Cerelia Diaz

Bilingual Teacher

Dr. Charles Laurence

Caldwell County Chief
Medical Officer

Chi Rocha

Robotics Teacher

Christina Courson

Exec. Director of
Communications &
Community Services

Claudia Peterson

Director of Human
Resources

Cindy Wilhelm

Special Education Teacher

Courtney Ramirez

Math Intervention Teacher

Cristina Vazquez

Director of Federal
Programs

Cyndi Barnett

LISD SEL Counselor

Dalia Perez

Co-Lead Special Education
Teacher

Dana Sidle

Associate Principal

Detania Nix

Reading/Language Arts
Teacher

Erika Perez

4th Grade Bilingual
Teacher

Faith Pope

Director of Elementary
Education

Francis Pilgrim

5th Grade Bilingual

Gail Dorrycott

Bilingual Dyslexia
Specialist

Graciela Osuna

Lever Leader Teacher

Isabel Aguilar

5th Grade Bilingual

Jennifer Lickert

7th Grade ELAR Teacher

Jennifer Reed

5th Grade Teacher

Jesse Galvan

Music Teacher

Jessica Cruz

RTI Teacher

Jodi Gilbert

2nd Grade Teacher

Julia Martinez

4th Grade Bilingual
Teacher

Karla Lopez

1st Grade Bilingual
Teacher

Karla Tate

Director of Community Ed

Karry Moore

LVN

Kassandra Silva



2nd Grade Teacher
Kayla Garcia
5th Grade Teacher
Kelby Stark
3rd Grade Teacher
Kim Bagwell
Teaching Assistant
Kim Brents
Deputy Superintendent
Kim Uhlig
Business Technology
Teacher
Kriselle Jaimes
Health Aide
Kristal Mathews
RN
Kristen Everhart
6th-8th Resource ELAR
Krystal Evans
Math Teacher
Laura Brast
LVN
Leopoldo Vazquez
Spanish Teacher/Tennis
Coach
Lindsey Petterson
5th Grade Teacher
Liz McCarthy
Art Teacher
Liz Owen
Educational Diagnostician
Mark Estrada
Superintendent of Schools
Mary Johnston
Art Teacher

Megan Jones
2nd Grade Lever Teacher
Melinda McCormick

Special Education Teacher
Melissa Brooks
Life Skills Teacher
Melissa Corona
Director of Special
Services
Melissa Royer
Director of CTE
Michael Ramirez
2nd Grade Teacher
Michelle Lockhart
Teacher
Nadia Mercado Garcia
3rd Grade Bilingual
Teacher
Nicky Lawrence
Special Education Lead
Teacher
Rebekah Bolls
Redirection Teacher
Renee Gomez
Biology and Aquatic
Science
Rhonda Till
Instructional Coach
Samantha Sanchez Cook
GEAR UP
Sara Allen
Fine Arts Dept.
Scott Lloyd
Economics Teacher
Sheila Mulbry
GT

Shelly Weber
Health Services and

Wellness Coordinator
Shelly O'Donnell
AI Itinerant Teacher
Siobahn Liles
PK Teacher
Dr. Stephaine Camarillo
Assistant Superintendent
of Curriculum & Instruction
Stephanie Guajardo
2nd Grade Bilingual
Teacher
Tiffany Adair
2nd Grade Teacher
Timothy Marshall
Lead Teacher
Tina Knudsen
Chief Financial Officer
Todd McBride
Accountability &
Assessment Coordinator
Veronica Alejo-Waits
Lockhart Sports Medicine
Zandra Clay
1st Grade Teacher



APPENDIX A



COVID-19 Student Symptom Map - 2020-2021



PARENT REQUIREMENTS - COVID-19 SCREENING

Parents must screen their children daily for these symptoms of COVID-19 in a way that is not unusual for the student prior to coming to campus:

- Temperature of 100.0 or greater
- Loss of taste of smell
- Cough
- Difficulty Breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated



Definition of Close Contact

(One's proximity/exposure to an individual who is COVID-19 positive - Texas Education Agency Guidelines)

- Being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); **or**
- Being within 6 feet for a cumulative duration of 15 minutes, while not wearing a face mask or face

A student has tested positive for COVID-19 and has NO symptoms.

- If a student tests positive for COVID-19, but has no symptoms, the student may return to campus after 10 days have passed since the date the individual was tested as long as the individual continues to have no symptoms.
- If a student develops symptoms after testing positive, the student must then follow the protocol for students who have tested positive and have symptoms.

A student has tested positive for COVID-19 and has symptoms.

The student remains home until the following conditions have been met:

- At least three days (72 hours) have passed since fever 100.0 or greater, without the use of fever-reducing medications (Tylenol, Advil, etc.)
- Improvement of symptoms
- At least 10 days have passed since symptoms first appeared

A student reports a person who lives in their home was exposed to an individual who tested positive or has symptoms.

- Student may return to school if the person who lives in their home has no symptoms and has not tested positive for COVID-19
- If the person who lives in their home develops symptoms or tests positive for COVID-19, follow appropriate guidance for students who had close contact with an individual who has either tested positive for COVID-19 or has symptoms.

A student has had close contact with an individual who has either tested positive for COVID-19 or has symptoms of COVID-19.

- Student remains at home for 14 days
- Monitor for COVID-19 symptoms
- If a student tests positive for COVID-19 or develops symptoms, see above guidance.

If you suspect you could have COVID-19, please seek medical attention.

Published July 27, 2020

A student has symptoms of COVID-19 and has not been tested.

A student must remain home until the following conditions have been met:

- At least three days (72 hours) have passed since fever of 100.0 or greater, without the use of fever-reducing medications (Tylenol, Advil, et.);
- Improvement of symptoms; **and**
- At least 10 days have passed since symptoms first appeared.

A student may return to school before completing the stay-at-home period under the following conditions:

- A note is obtained from a medical provider clearing the student to return based on an alternative diagnosis; **or**
- Two separate confirmations at least 24 hours apart that are free of COVID-19 via acute infection tests at an approved COVID-19 testing location.

<https://tdem.texas.gov/covid-19/>