



KISD Safe Return to In-Person Instruction and Continuity of Services Plan

Please note: The details in this document are subject to change as directives are provided by governing authorities and/or health officials.

Kaufman ISD Reference Page

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Introduction from the Texas Education Agency

The virus that causes COVID-19 can infect people of all ages, and school system leaders should do everything feasible to keep students, teachers, staff, and our communities safe. That said, research from the centers for Disease Control (CDC), among others, has found that while children do get infected by COVID-19 and severe outcomes have been reported in children, relatively few children with COVID-19 are hospitalized or have severe symptoms. Furthermore, the American Academy of Pediatrics notes that COVID-19 risks must be balanced with the need for children to attend school in person, given that lack of physical access to school leads to a number of negative consequences, placing “children and adolescents at considerable risk of morbidity, and in some case, mortality.”

While it is not possible to eliminate all risk of furthering the spread of COVID-19, the current science suggests there are many steps schools can take to reduce the risks to students, teachers, staff, and their families significantly.

There will almost certainly be situations that necessitate temporary school closure due to positive COVID-19 cases in schools. Parents, educators, and school administrators should be prepared for this in the event that it occurs, while actively working to prevent it through prevention and mitigation practices.

Note: The protocols described in this document reflect the Public Health Planning Guidance updates and other guidance provided by the Texas Education Agency. - KISD

STUDENT AND STAFF HEALTH AND SAFETY PROTOCOLS

PROTOCOLS FOR PREVENTION OF COVID-19

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 will be screened for COVID-19 symptoms regularly and individuals with symptoms will be separated and sent home.

Training Protocols

- Teachers and staff will be trained specifically on the protocols outlined in this document.
- Students will be trained on appropriate hygiene practices and other protocols adopted by the school system.

Screening Protocols

- Teachers and staff will be required to self-screen for COVID-19 symptoms prior to reporting to work each day and should notify their supervisor if they have symptoms or have been lab-confirmed with COVID-19.
- Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their student to school and should not send a student to school if they have symptoms or have been lab-confirmed with COVID-19.
- Teachers will monitor students and refer to the nurse if symptoms are present.

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following question.

Have they recently begun experiencing any of the following in a way that is not normal for them?

- ✓ 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
- ✓ Fatigue or headache
- ✓ Chills
- ✓ Sore throat
- ✓ Congestion or runny nose
- ✓ Shaking or exaggerated shivering
- ✓ Significant muscle pain or ache
- ✓ Diarrhea
- ✓ Nausea or vomiting

School Health Operations Requirements

The guidance in this section is authorized by Executive Order GA-34, which has the effect of state law under Section 418.012 of the Texas Government Code. Executive Order GA-34 provides TEA with the legal authority to publish requirements for the operation of public school systems during the COVID-19 pandemic. TEA recommends that public school systems consult with their local public health authorities and local legal counsel before making final decisions regarding the implementation of this guidance. **This guidance is subject to change as new information becomes available.**

This guidance addresses:

- On-campus instruction
- Administrative activities by teachers, staff, or students that occur on school campuses
- Non-UIL extracurricular sports and activities
- Any other activities that teachers, staff, or students must complete

Required Actions if Individuals with Test-Confirmed Cases Have Been in a School

1. If an individual who has been in a school is test-confirmed to have COVID-19, the school must notify its [local health department](#), in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the [Americans with Disabilities Act \(ADA\)](#) and Family Educational Rights and Privacy Act (FERPA).
2. Upon receipt of information that any teacher, staff member, student, or visitor at a school is test-confirmed to have COVID-19, the school must submit a report to the Texas Department of State Health Services via an [online form](#). The report must be submitted each Monday for the prior seven days (Monday-Sunday).
3. Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a classroom or extracurricular or after-school program cohort if a test-confirmed COVID-19 case is identified among students, teachers or staff who participated in those classrooms or cohorts.

Health and Hygiene Practices: Masks

Per GA-36, school systems cannot require students or staff to wear a mask. GA-36 addresses government-mandated face coverings in response to the COVID-19 pandemic. Other authority to require protective equipment, including masks, in an employment setting is not necessarily affected by GA-36.

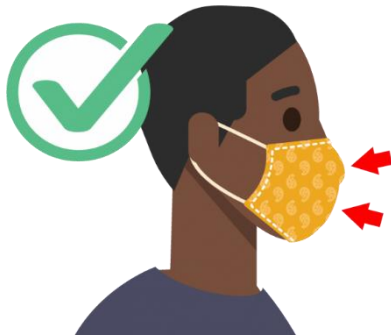
School systems must allow individuals to wear a mask if they choose to do so.

If individuals choose to wear a mask, please refer to the CDC do's and don'ts below when choosing a mask.

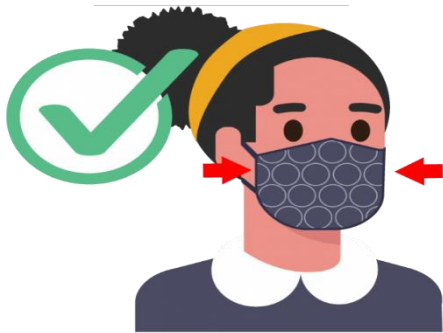
DO choose masks that:



Have two or more layers of washable, breathable fabric



Completely cover your nose and mouth



Fit snugly against the sides of your face and don't have gaps



Have a nose wire to prevent air from leaking out of the top of the mask

DO NOT choose masks that:



Are made of fabric that makes it hard to breathe, for example, vinyl



Have exhalation valves or vents which allow virus particles to escape



Are prioritized for healthcare workers, including N95 respirators

KISD SCHOOL HEALTH GUIDANCE PROTOCOLS

Students/Parents

- Parents must ensure that they do not send a child to school if the child has COVID symptoms.
- Parents will be electronically notified thru Remind of active COVID cases. Elementary campuses will notify parents of active COVID cases by individual classes. Secondary campuses will notify parents of active

COVID cases by campus.

- Facial coverings/masks are encouraged but not required.
- Students should be seated a minimum of three feet apart from each other.
- Vaccinated students or students who tested positive for COVID within 3 months, will not need to be quarantined for close contact (within six feet without facial covering for more than 15 minutes or if another person within your residence has tested positive for COVID) as long as they exhibit no symptoms.
- Unvaccinated students with no symptoms who have been in close contact with an infected individual (within six feet without facial covering for more than 15 minutes or if another person within your residence has tested positive for COVID) must quarantine for 6 days and may opt to receive a Rapid COVID test on the 7th day of quarantine with the campus nurse and return to work on the 7th day with a negative test.
- Unvaccinated students with no symptoms who have been in close contact with an infected individual and who do not opt to receive a Rapid COVID test must quarantine for 14 days.
- Students with COVID symptoms may request a COVID test and return to class with a negative test result if parents have granted permission. Otherwise, students will be sent home for ten days or until cleared by a medical doctor.
- Students who are test-confirmed to have COVID will be quarantined and cannot return to campus until 10 days and/or the student is symptom free.

Teachers/staff

- Teachers and staff are required to self-screen for COVID symptoms each day and to report symptoms or positive COVID tests to their administrator.
- Facial coverings/masks are encouraged but not required
- Vaccinated staff, and/or staff who tested positive for COVID within 3 months, do not need to be quarantined for close contact (within six feet without facial covering for more than 15 minutes or if another person within your residence has tested positive for COVID) as long as they exhibit no symptoms.

- Unvaccinated teachers and staff with no symptoms who have been in close contact with an infected individual (within six feet without facial covering for more than 15 minutes or if another person within your residence has tested positive for COVID) must quarantine for 6 days and may opt to receive a Rapid COVID test on the 7th day of quarantine with the campus nurse and return to work on the 7th day with a negative test.
- Unvaccinated teachers and staff with no symptoms who have been in close contact with an infected individual and who do not opt to receive a Rapid COVID test must quarantine for 14 days.
- Teachers and staff with COVID symptoms may request a COVID test and return to work with a negative test result. Otherwise, teachers and staff will be sent home for ten days or until cleared by a medical doctor.
- Teachers and staff who are test-confirmed to have COVID may return to work when at least 5 days have passed since symptom onset, and fever free, and other symptoms have improved. For those with not symptoms, at least 5 days after the day they tested positive.

Community

- School gyms and outdoor areas will be open to the public as approved by campus principals or district administrators.
- Campus visitors to other portions of the facilities are limited to parents with a legitimate reason to visit the facility, i.e. meetings regarding their child's education, picking up sick children, teacher conferences, etc.
- Parents visiting the campus for educational reasons are encouraged to wear a mask.

Other Notes:

At this time, the State of Emergency declared in 2019 by the Governor of Texas has expired. In the case of illness and/or quarantine, Kaufman ISD faculty and staff will be required to use State and Local days to cover absences.

KISD will not contact trace. If a parent, student or staff member was possibly

in close contact with a COVID infected individual, they should contact the campus nurse and submit a COVID questionnaire/survey.

Vaccination Opportunities

- Kaufman ISD will continue to provide opportunities for vaccinations for the school community. (Example below of last vaccination opportunity.)

PROTOCOLS FOR DISINFECTING AND HAND SANITIZING

General

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

Hand Washing/Sanitizing Expectations

- Students, teachers, and staff should cover coughs and sneezes with a tissue or with their elbow and hand sanitizer should be applied immediately.
- 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.
- Requirement for hand washing and/or use of KISD-provided hand sanitizer:
 - Students will utilize hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day.
 - Teachers and staff will be expected to regularly wash or sanitize their hands.
 - Students will wash hand washing upon return from outdoors, before eating, following restroom breaks.
 - Elementary students should engage in supervised handwashing for at least 20 seconds at least two times per day.

Disinfecting Expectations

- Staff will have access to disinfectant to sanitize high-touch and working surfaces and shared objects regularly.
- Staff will limit the use of shared supplies when possible.

PROTOCOLS FOR CAMPUS CLEANING AND DISINFECTION

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 disinfected daily(M-F). All general cleaners have been replaced with EPA rated Virucides.
- ✓ Teachers and staff will also have access to disinfectant in order to sanitize high touch areas such as door handles, desks, shared supplies, and electronics so that high touch areas may be wiped between different classes, if the same room will be used for multiple groups.
- ✓ Time clocks will be sanitized throughout the day.
- ✓ Gloves will be changed after bathroom cleaning, floor mopping, office cleaning, etc.
- ✓ A two-rag system will be used to clean offices. (A rag that is used in an office is disinfected while another is being used.)
- ✓ Cleaning towels will be color-coded to avoid cross-contamination.
- ✓ The cafeteria will be disinfected between lunch periods.
- ✓ Staff will have access to disinfectant to sanitize working surfaces and shared objects after each use and during breaks in instruction.
- ✓ Physical education equipment will be disinfected daily or between class usage.
- ✓ Weekly electrostatic sprays and aerosol disinfectants will be used weekly.

Process for Special Cleaning

- ✓ Administrator will contact SSC listing specific areas to be disinfected.

WORK AND LEARNING ENVIRONMENTS

Classroom Configuration

- Classroom groups of students will be socially isolated from other classroom groups to the greatest extent possible to control contact.
- Seating charts will be utilized.
- Desks or tables will be socially distanced as much as instructionally possible.
- Shared supplies should not be used unless deemed necessary by the teacher. Shared supplies will be sanitized between use.
- Blankets, pillows, porous objects, and other shared non-essential items should be removed from the classroom.
- Barriers between students may be utilized during some instructional activities.
- Students are encouraged to bring their own technology (tablets, laptops, etc.) if possible to minimize the sharing of electronic devices.
- 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.
- As weather permits, students will go outside for physical education activities.
- When possible, classroom doors should be propped open between classes to allow no-touch entry to the classroom.
- The use of outdoor space for learning will be considered when possible. Classroom groups working outside will maintain at least 12 feet of distance between other classroom groups.

Collaborative Work and Projects

- When possible, technology will be utilized when students are involved in collaborative work.
- Group or pair work can be implemented only while maintaining physical distancing.
- It is recommended that students who work in pairs or groups wear a

masks or shields.

- Students will be provided the opportunity to opt-out of physical face-to-face group or pair work.
- Barriers between students may be utilized during some instructional activities.

Improving Ventilation

The following tools identify ways to improve ventilation:

- Increase the introduction of outdoor air:
 - Open outdoor air dampers beyond minimum settings to reduce or eliminate HVAC air recirculation. In mild weather, this will not affect thermal comfort or humidity.
 - Open windows and doors, when weather conditions allow, to increase outdoor air flow. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to occupants in the building. Even a slightly open window can introduce beneficial outdoor air.
- Use fans to increase the effectiveness of open windows:
 - To safely achieve this, fan placement is important and will vary based on room configuration. Avoid placing fans in a way that could potentially cause contaminated air to flow directly from one person to another
- Ensure ventilation systems operate properly and provide acceptable indoor air quality for the current occupancy level for each space.
- Rebalance or adjust HVAC systems to increase total airflow to occupied spaces when possible.
- Turn off any demand-controlled ventilation (DCV) controls that reduce air supply based on occupancy or temperature during occupied hours. In homes and buildings where the HVAC fan operation can be controlled at the thermostat, set the fan to the “on” position instead of “auto,” which will operate the fan continuously, even when heating or air-conditioning is not required.
- Improve central air filtration:
 - [Increase air filtrationexternal icon](#) to as high as possible without significantly reducing design airflow. Increased filtration efficiency is especially helpful when enhanced outdoor air delivery options are limited.
 - Make sure air filters are properly sized and within their recommended service life.

- Inspect filter housing and racks to ensure appropriate filter fit and minimize air that flows around, instead of through, the filter.
- Ensure restroom exhaust fans are functional and operating at full capacity when the building is occupied.
- Inspect and maintain exhaust ventilation systems in areas such as kitchens, cooking areas, etc. Operate these systems any time these spaces are occupied. Operating them even when the specific space is not occupied will increase overall ventilation within the occupied building.
- Use portable high-efficiency particulate air (HEPA) fan/filtration systems to enhance air cleaning (especially in higher risk areas such as a nurse's office or areas frequently inhabited by people with a higher likelihood of having COVID-19 and/or an increased risk of getting COVID-19).
- Generate clean-to-less-clean air movement by evaluating and repositioning as necessary, the supply louvers, exhaust air grilles, and/or damper settings.
- Use [ultraviolet germicidal irradiation \(UVGI\)](#) as a supplemental treatment to inactivate SARS-CoV-2 when options for increasing room ventilation and filtration are limited
- In non-residential settings, run the HVAC system at maximum outside airflow for 2 hours before and after the building is occupied.

Continuity of Services

Student Services

The Student Services Department oversees programs that directly affect students and families. These programs address the academic and social needs of students through campus-based initiatives which focus on safety, health, wellness, discipline management and attendance. The goal of the Student Services Department is to ensure that each student is successful at school, home, and in the community. For more information about student services, visit <https://www.kaufmanisd.net/district/departments/student-services> or contact Hope Campbell at 972-932-2622.

Mental Health / Social-Emotional Learning

Kaufman ISD counselors are available to provide mental health support and resources for our students and families in need. To access the school counselor at your child's campus or to find a list of local counseling-based resources, please refer to the district website.

In addition to individual and group counseling, the counselors also provide guidance lessons over a variety of topics. The goal is to educate students on social, emotional, and behavioral concerns. Some of the topics that are addressed are bullying, cyberbullying, drug education, violence prevention, suicide prevention, and college, career, and military readiness.

Social-Emotional Learning lessons are also offered to students to develop important skills such as responsible decision making, self-management, social awareness, self-awareness, and relationship skills. Lessons are taught in the classroom and there is also age-appropriate, self-paced instruction available to all students through the BASE program.

Health Services

The Kaufman ISD Health Services Department exists to support the efforts of campuses in protecting and promoting student health, facilitating in optimal development, and advancing academic success of our student body. Our primary goal is to deliver direct care to students, monitor required immunizations, perform health screenings required by the state, monitor communicable diseases, plan for health related emergencies, and provide health information and wellness promotion.

We are excited to announce that KISD is continuing to use Hazel Health for on-demand doctor visits! Students have access to virtual doctor visits right in the school nurse's office. Hazel Health doctors can evaluate your child's symptoms and provide the appropriate type of treatment. If your child is sick at home, parents can also access Hazel doctor visits from home from 6am-6pm on school days.

For more information about KISD Health Services, visit <https://www.kaufmanisd.net/district/departments/new-health-services> or visit with the school nurse at your child's campus.

Employee Mental Health / Social-Emotional Support

Each campus is provided with district funds that may be used to promote positive staff morale and provide social-emotional support. Beginning in January 2023, the district will provide counseling for staff members and their families through an Employee Assistance Program. Additional but limited professional counseling is available to staff members in distress on a referral basis. This service may be accessed by contacting a campus principal or the Director of Student Services who also oversees the district counseling program. In addition, KISD has an Employee wellness program that is designed, in part, to enhance emotional health (see below).

Employee Wellness Program

The Kaufman ISD Wellness Program strives to enhance the overall wellbeing of ALL KISD personnel by promoting and implementing healthy lifestyle programs, thus *emphasizing excellence* from within

Goals

- To increase levels of physical activity
- To teach healthy eating strategies
- To enhance emotional health
- To provide education on healthy weight management strategies
- To reduce the risk of disease, primarily cardiovascular disease, diabetes, and cancer

Activities include: lifestyle lectures, healthy eating plans, active living plans, social connection activities, risk profiles, and group challenges.

For more information on the KISD employee wellness program, visit <https://www.kaufmanisd.net/district/departments/wellness-program> or email Olga Esparza at oesparza@kaufman-isd.net

Accelerated Instruction

In addition to our normal academic programs, we have implemented enhanced measures to accelerate learning as we recover from COVID learning loss. Those measures include, but are not limited to:

- Expanded summer school
- Additional tutorials and small group instruction
- Enhanced assessment to identify needs
- Teacher learning loss grant initiative to support efforts in the classroom
- Technology purchases to help individualize learning opportunities

For more information about KISD academic programs, visit <https://www.kaufmanisd.net/academics> or contact Amy Keith at 972-932-2622