



**Hughes Springs**  
INDEPENDENT SCHOOL DISTRICT

# Return to In-Person Instruction & Continuity of Services Plan

**Updated September 7, 2021**  
**Changes highlighted in purple!**

This document is in line with the most current Texas Education Agency (TEA) Public Health Planning Guidance dated **September 2, 2021.**

Please note: Plans will remain flexible to accommodate potential change, and these guidelines may be modified as needed. We will post updates on our website, social media accounts and send emails to parents if changes occur.

The Texas Education Agency recently announced the availability of \$11.2 billion in federal funding made available to school districts through ESSER III (ESSER stands for Elementary and Secondary Emergency Education Relief) under the American Rescue Plan. This is a substantial sum of money, though amounts vary significantly from district to district.

The Hughes Springs ISD website will be used to communicate with our staff, parents, and community members about the ESSER III funds. ESSER III funds are federal funds sent to the states to help cover costs associated with learning loss due to COVID-19 and the cost of online instruction, facilities improvements, and the pandemic.

Hughes Springs ISD is proud to have offered the opportunity for in-person instruction for all students during the 2020-21 school year. Thanks to the support of our faculty, staff, students, and community, we developed our return to school plan in the summer of 2020. We persevered throughout the 2020-2021 year, despite the occasional setback, to keep our students in school!

For the 2021-22 school year, HSISD will continue to provide full in-person instruction, after school activities, and extracurricular programs. This declaration of commitment to providing the best environment for our students, is meant to satisfy the requirements for accepting additional funds through the American Rescue Plan (ARP) and the Elementary and Secondary School Emergency Relief (ESSER) Fund.

The top priorities of Hughes Springs ISD are the safety and academic success of all students.

As HSISD continues to provide in person learning, protocols, and information for parents have been updated for the 2021-22 school year. These protocols, addressing CDC & TEA recommendations, will be revisited every 6 months or as needed to address any changes.

ESSER III funds are to be utilized for safely opening and operating for in-person learning according to the CDC guidance. The funds will address the academic impact of lost instructional time through implementation of evidence-based interventions, such as summer learning, after school tutoring and intervention programs.

HSISD ensures that the interventions to be implemented will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students disproportionately impacted by the COVID-19 pandemic, including students from low-income families, English language learners, children with disabilities, students experiencing homelessness, children in foster care, and migratory students.

We will closely monitor the COVID-19 cases in our district and our area and adjust our protocols as necessary. As always, all plans are subject to change based on regulations by the Texas Education Agency and the Office of the Governor of Texas. Parents will be notified if changes are necessary.

Now, more than ever, we must all do our part to ensure the health and safety of our community.

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## Part I: COVID-19 Health & Safety Protocols

HSISD will implement the following practices to help mitigate the likelihood of a COVID-19 spread inside the school.

*In this document, the word visitor(s) refers to any person who does not work for Hughes Springs ISD or who is not an enrolled student. All parents/guardians are considered visitors.*

### Screenings

Our teachers and staff will self-screen for COVID-19 symptoms before coming to work each day. Teachers and staff are also required to report to the district: 1) if they have come into close contact with an individual who is lab-confirmed with COVID-19; or 2) they themselves have COVID-19 symptoms.

Parents must ensure they do not send a child to school if the child is lab-confirmed with COVID-19 or if the child is experiencing symptoms of COVID-19 after a known exposure/close contact.

**DO NOT send your child to school if they are running a fever. If your child has been running a fever, they must be 24 hours fever free (without the use of fever reducing medicines) before returning to school!**

Signs & Symptoms of COVID-19 include:

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

## Standard Classroom Procedures

- Hand sanitizing stations are in all classrooms.
- Access to, and frequent use of, disinfecting products to sanitize commonly touched surfaces
- Social distancing to the maximum extent possible
- Frequent scheduled hand washing / sanitizing when social distancing is not fully possible
- Frequent reminders of proper handwashing and respiratory etiquette.

## Masks / Face Coverings

Current Texas guidelines, Governor's Executive Order GA-36, states that school systems cannot require students and staff to wear a mask.

However, individuals are free to wear a mask if they choose to do so.

Students who participate in clinicals through our Health Science Program will be required to follow the protocols of the nursing home or hospital while they are completing their clinical hours.

## Hand Washing / Sanitizing

Hand sanitizer will be available for use in all HSISD classrooms, offices, and other common areas. It will also be available at the main entrances to the campuses.

Students, staff, and visitors will be encouraged to wash & sanitize their hands frequently.

Recommended handwashing upon the return from outdoors, before eating, after eating, and following restroom breaks.

## Cleaning/Sanitizing of Commonly Touched Surfaces

Commonly touched surfaces include, but are not limited to doorknobs, desks, common tables, keyboards, etc.

Our custodial staff will increase their cleaning and sanitation of commonly touched surfaces.

Our cafeteria staff will increase their cleaning and sanitation of commonly touched surfaces.

In our classrooms, we will increase our cleaning/sanitizing as well.

### Pre-Kindergarten – 2nd Grade Classrooms

These classrooms are self-contained and have the same group of students in them all day long. Our teachers will sanitize commonly touched surfaces several times daily as well as encourage and provide time for frequent hand sanitizing.

### 3<sup>rd</sup> Grade – 12<sup>th</sup> Grade Classrooms

These classrooms are used by different class groups throughout the day. In between class groups, the commonly touched surfaces will be disinfected.

Classroom and office staff will have easy access to disinfecting sprays and will frequently sanitize shared working surfaces and objects.

Where age appropriate, students will participate in the disinfecting process by helping wipe surfaces the teacher has sprayed with disinfectant. This has been a common practice in HSISD in years past, especially during flu season, so many of the students are used to it, and it has been effective for us.

## Social Distancing

Where feasible, without disrupting the educational experience, we will encourage students and staff to practice social distancing.

In classrooms that allow it, we will place student desks so they are socially distanced.

In classrooms that do not allow it, we plan for more frequent handwashing and sanitation practices.

Our teachers will also be adding other adjustments to classroom routines that worked for us in the past.

### **Increased Airflow / Fresh Air**

When practical and safe to do so, teachers are encouraged to open windows to improve airflow and bring in fresh air.

Weather permitting, physical education classes will be held outdoors, rather than inside.

Weather permitting, elementary and junior high students will have recess time outside.

We also have several new “outdoor classroom” areas available for use by our staff and students.

### **Water Fountains**

Water fountains will not be available for student use.

All students are encouraged to bring bottled water or a reusable water bottle to school each day.

Drink refilling stations will be available in lieu of water fountains.

### **Cafeteria Cleaning and Sanitation**

Our cafeteria staff will increase their cleaning and sanitation of commonly touched surfaces.

Our cafeteria will continue to follow all SERV Safe and health department guidelines while preparing and serving meals.

### **Visiting Your Child’s Classroom**

Classroom visits will be limited to designated days/events – class parties, etc. Information regarding designated days/events will be communicated by the campuses.

### **Eating Lunch with Your Child**

Visitors to the cafeteria during lunch will be limited to school designated special occasions – such as the Grandparents Day Luncheon & Thanksgiving Luncheon. We will send out notifications to parents to advertise these special occasions.

## Checking Your Child Out During the School Day

We ask that you check your child out **by 2:45 pm**, if you need them before the regular dismissal of school.

## Setting Up a Conference with a Principal, Counselor, Teacher or Other School Employee

If you need to have a conference or speak with an HSISD employee, we ask that you please call ahead of time and schedule an appointment. You can also email the employee or campus principal to schedule an appointment.

We do understand at times there are emergency situations, and an appointment is not possible. However, those situations are few and far between.

## Forgotten Items

Apart from glasses and medication, we can provide students with any item they may have left at home or provide accommodations to help them get through the day without that item.

**Therefore, we will not accept forgotten items, as these are not “essential to school operations,” and we are trying to limit visitors to our buildings to decrease the disruptions to student’s instructional time.**

If your child forgets his/her lunch, just call the office, and let us know. We will make sure he/she has something to eat. We will not accept food deliveries. **We can make it work for one day without the item your child forgot! If your child forgets glasses or medication, just call the campus office.**

## Outside Food

If your child wants outside food (from home or a restaurant), they must bring it to school with them at the start of the school day.

Outside food **cannot** be brought to the student in the cafeteria, in the parking lot before lunch or to the campus office. Deliveries from restaurants will also not be accepted.

If your child forgets his/her lunch, just call the campus office, and let us know. We will

make sure he/she is provided with a tray from the cafeteria.

Students **cannot** bring outside food to share with other students. For example – pizzas, cupcakes, birthday cake, etc.

## Entering Buildings in the Morning/ Afternoon Release of Students /Dismissal

Detailed information will be sent out by each campus.

## Buses

When possible, windows will be opened to allow for outside air to circulate in the bus.

Buses will be thoroughly cleaned after each use. Bus drivers will keep daily seating charts, as has been our practice for several years. Hand sanitizer is available for students on each bus.

## Car-Rider Lines

Detailed information will be sent out by each campus before the start of school.

We ask that you please remain in your vehicle when dropping off / picking up your student.

## Walk-Ups at Elementary

**Walk-ups will no longer be allowed at elementary.** Parents will **not** be permitted to stand at the entrances and along the sidewalks to pick up their kids in the afternoons.

We ask that you use our designated car rider lines.

## Pre-Kindergarten

In the past, we have moved the pre-kindergarten students, via bus, at lunch, from the HSISD campus to the Head Start campus. We will **not** do that during the 2021-2022 school year. The information below outlines how we will handle pre-kindergarten.

We will use a random process to assign pre-kindergarten students to either attend school at the Head Start campus located at 903 East 1<sup>st</sup> Street or the Hughes Springs Elementary Campus at 809 Russell Street.



Each facility is comparable in materials, manipulatives and play areas. Both teachers are employees of Hughes Springs ISD and will be planning and working closely to give each child the best education possible.

## Extracurricular Activities

HSISD will follow any guidance issued by the University Interscholastic League (UIL).

## Symptomatic Staff & Students

Staff and students who show signs of COVID-19 will be screened by the nurse. The nurse will determine if the parents should be contacted, and the child sent home. The nurse will also determine if the staff member should be sent home.

## Free COVID Testing for Staff & Secondary Students

HSISD will offer **free, optional** COVID testing for staff, junior high students, and high school students through the Texas Department of Emergency Management *as long as they continue to provide us with testing kits or until all of our current kits are used or expire*. At this time, we will not be offering testing for Elementary students.

Our nurses have completed the necessary training to administer the test and we implemented the program with staff during the Spring of 2021 with much success.

**This program is 100% optional for staff & students!**

For students:

- Parents must complete a consent form **prior to** their child being tested by the nurse, Mrs. Stonesifer.
- Testing will only be performed at the parent's request.
- Testing will only be performed if the student is symptomatic or has had a known close contact with a lab-confirmed individual.
- If your child wakes up symptomatic, **DO NOT** send them to school to be tested. If you want the nurse to test them, please call (903-639-3884) and schedule a time for the nurse to administer the test. The nurse will meet you at a designated spot in the parking lot to administer the test.
- HSISD recommends that any student who tests positive follows up with their primary care physician.

**Contact Mrs. Stonesifer with questions or about completing a consent form for your child!**

## Exclusion of Individuals Having or Suspected of Having COVID-19

Coronavirus disease 2019 commonly referred to as COVID-19 is a disease **requiring** exclusion from school under 25 Texas Administrative Code § 97.7.

A school administrator **shall exclude from attendance any child having or suspected of having COVID-19**. Exclusion shall continue until the readmission criteria for the conditions are met.

Please see the information below regarding “Individuals Confirmed to Have COVID-19” and “Individuals Suspected of Having COVID-19” below for readmission criteria.

## For Individuals Suspected of Having COVID-19

Any individual – teachers, staff, students, or other campus visitors – **who are showing symptoms of COVID-19:**

**Must stay at home until the following condition(s) are met:**

- 10 days since symptoms first appeared **and**
- 24 hours with no fever without the use of fever-reducing medications **and**
- Other symptoms of COVID-19 are improving\*

**OR**

- A doctor provides a note to clear the individual to return to school. A copy of the note must be provided to the campus nurse.

**OR**

- A negative COVID-19 test. A copy of the results must be provided to the campus nurse.

As a reminder, our nurses can administer COVID-19 tests to staff, junior high students, and high school students for FREE!

The program is **100% optional** and testing of students will only be done at a parents' request and after a written consent form is completed by the parent.

## Individuals Confirmed to have COVID-19

Any individual – teachers, staff, students, or other campus visitors – who **themselves:**

A) Are lab confirmed to have COVID-19

**Must stay at home until the following condition(s) are met:**

- 10 days since symptoms first appeared **and**
- 24 hours with no fever without the use of fever-reducing medications **and**
- Other symptoms of COVID-19 are improving\*

OR

- A doctor provides a note to clear the individual to return to school. A copy of the note must be provided to the campus nurse.

OR

- Those who test positive for COVID-19 but do not have any symptoms must stay home until at least 10 days after the day they tested positive.

Determination as to whether an individual has met the criteria will be made by the campus nurse.

## Individuals Who Have Close Contact

Individuals who have had a known close contact with a lab-confirmed COVID-19 case are asked to continuously monitor themselves for symptoms. If they are symptomatic, they should not come to school.

If the lab-confirmed individual is a member of your immediate household, students will be required to stay home and quarantine until one of the CDC guidance measures for close contacts is met (10 days or negative test – see below for details).

**Current CDC guidance on the quarantine period for close contact states:**

- 10 days after the last close contact, so long as they continue to monitor themselves daily for symptoms and take appropriate precautions through day 14

OR

- 7 days after the last close contact, after receiving a negative test result (administered at least 5 days after the last close contact), so long as they continue to monitor themselves daily for symptoms and take appropriate precautions through day 14

Per the CDC, vaccinated individuals and individuals who have tested positive within the last 90 days are not recommended for quarantine unless they are symptomatic.

For staff who are not fully vaccinated who meet the close contact threshold with a COVID-19 positive individual, it is recommended that the staff remain off campus during the stay-at-home period.

For staff who meet the close contact threshold with a COVID-19 positive individual, if these staff continue to work on campus, rapid testing must be performed periodically for 10 days post exposure. These staff members should continuously monitor themselves for symptoms.

### Lab-Confirmed Case in the School

If a student is lab-confirmed to have COVID-19, the parent/guardian should immediately notify the campus nurse.

Elementary	Brandi Pittman	<a href="mailto:pittmanb@hsisd.net">pittmanb@hsisd.net</a>
Jr. High/High School	Melissa Stonesifer	<a href="mailto:stonesifer@hsisd.net">stonesifer@hsisd.net</a>

If a staff member is lab-confirmed to have COVID-19, they should immediately notify their campus nurse.

Once we are notified of a lab-confirmed case in our district, the following steps will be taken:

- 1) Close off areas that are/were heavily used by the individual until those areas can be disinfected, unless more than 7 days have passed since that person was on campus.
- 2) Notify our DSHS contact & report the case via an online form to the Texas Department of State Health Services.

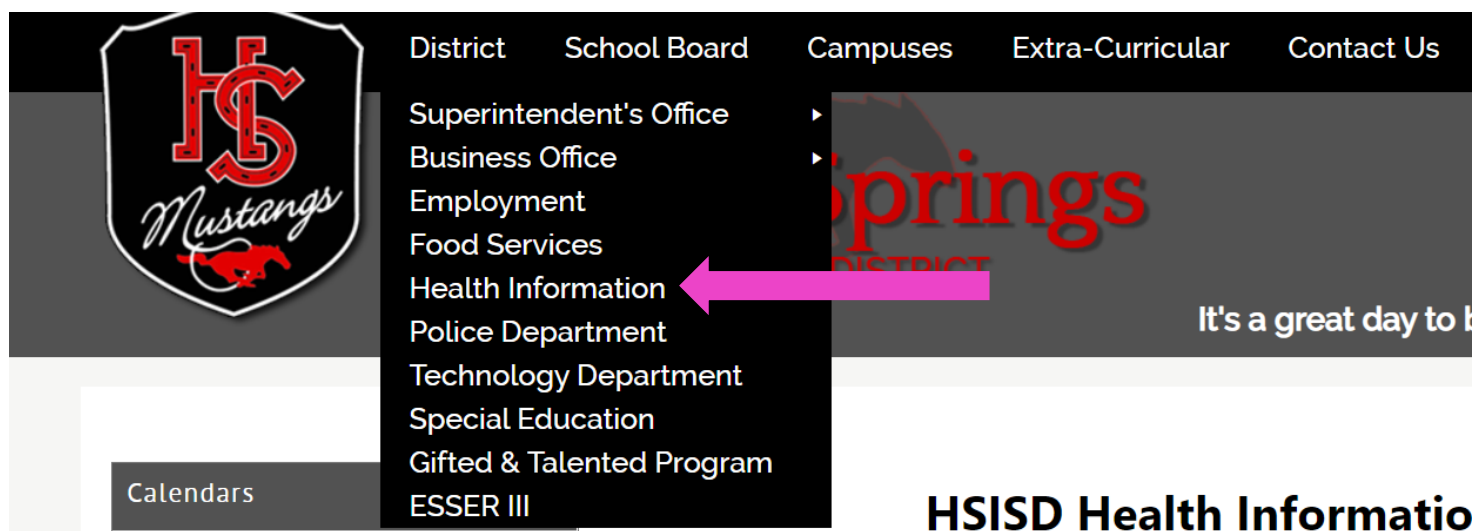
### Reporting COVID Cases to Parents

TEA Public Health Guidance issued August 19, 2021, updated reporting requirements. We

will still report our cases via the document on our website, but additional columns will be added on August 20, 2021, to give parents more information while still protecting the privacy and legal confidentiality requirements of our students and staff members.

We will also email a link to the document out each school day so parents can easily see daily updates.

Starting this year, we will report district COVID cases via a document on our website, [www.hsisd.net](http://www.hsisd.net). The document will be located on our “Health Information” page, under “District Information” and will be updated on a daily basis or as new cases arise.



## Part II: Instructional Settings & Continuity of Services

Even though COVID-19 has been challenging, HSISD continues to move forward responding to the pandemic and addressing student learning loss.

HSISD’s plan has been created to be flexible as governing authorities and/or health officials update us on present situations of the environmental conditions affecting our protocols for safety.

### Assess and Address the Impact of Learning Loss

- Use of screeners, benchmark assessments and state testing data to help identify student strengths, learning gaps and disabilities.

- Provide learning interventions that lead toward student progress and growth.

## **More Instructional Time to Address the Impact of Learning Loss**

Hughes Springs ISD will offer additional learning opportunities that may include:

- During the school day tutorial times at all 3 campuses
- After school tutorials to help with students not passing STAAR and EOC's
- Summer School
- Summer Learning Opportunities to Address Learning Loss in Reading & Math
- Accelerated instruction for students who have not been successful on STAAR & EOC's
- Reading & Math Interventionist on the Elementary & Junior High campuses
- Credit Recovery on the High School campus
- Increased use of technology in the classroom
- Summer Enrichment Programs in STEM, the Arts & Leadership

## **Built In Tutorial Time During the School Day**

Built in tutorial or "flex" time in the campus schedules provide students the opportunity to:

- Complete assignments
- Practice presentations
- Study for tests or quizzes
- Receive tutoring or help from a teacher
- Make progress on long-term assignments
- Collaborate with classmates on group assignments
- Reduce homework
- Improve skills in specific areas

## **House Bill 4545**

It is a REQUIRED part of HB 4545 that students must attend 30 hours of accelerated learning opportunities in the subject area in which they Did Not Meet passing standards for STAAR or EOCs.

Students cannot be removed from foundation curriculum, enrichment curriculum, or recess/physical education to complete this requirement.

**Accelerated Learning Committees and Plans:** HSISD is committed to each child's growth and development. For monitoring and guiding purposes, Accelerated Learning Committees will help in the development and implementation of individual accelerated learning instruction plans for each student that did not meet approaches on the following STAAR assessments:

- the 3<sup>rd</sup> grade mathematics or reading STAAR assessment;
- the 5<sup>th</sup> grade mathematics or reading STAAR assessment; or
- the 8<sup>th</sup> grade mathematics or reading STAAR assessment

These plans will determine the areas of accelerated instruction needed for the student, the plan for progress monitoring, assessment data, and the actions and tools that will be provided for the student. This plan will be documented in writing with a copy provided to the student's parent or guardian.

**Student-Ratios:** Services for reading and math interventions are provided in small groups to maximize the instruction. Typically, groups will range from 5-7 students. If a parent requests a smaller group size, we will accommodate for the required 30 hours of instruction for any student who failed a STAAR or EOC course.

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## Part III: Mental Health & Behavior Supports

Hughes Springs ISD will continue to utilize various programming, resources and partnerships that benefit the mental, social, and emotional needs of the students.

HSISD will be utilizing the following resources:

- Our campus counselors
- Our new part-time Licensed Professional Counselor
- Counseling through a partnership with Texas Child Health Access Through Telemedicine (TCHAT) with UT Health
- Positive Behavior Supports & Interventions
- Continue to build strong relationships among students, families, and educators
- Teach critical social, emotional, and academic skills
- Provide supportive and specific feedback
- Telehealth/telemedicine available for Jr. High & High School students through a

partnership with Hazel Health

***Hughes Springs ISD* is happy to announce that during the 2021-2022 school year, healthy meals will be offered every school day to all students at no cost.**

Typically, a student's household must meet income eligibility requirements to qualify for free or reduced-price meals. However, the United States Department of Agriculture (USDA) issued guidance that allows schools to offer meals to all students at no cost for the 2021-2022 school year. Each school/site or central office has a copy of the policy, which may be reviewed upon request.

**Each student will receive one free breakfast and one free lunch each school day, if they choose to eat in the cafeteria.**