

Bells ISD



2020 Back to School Guidance Document

www.bellsisd.net

PLEASE NOTE: The details in this document are subject to change as directives are provided by governing authorities and/or health officials or as environmental conditions change.



Bells ISD

Learn Work Serve Respect

Dear Bells ISD Family,

Thank you so much for your patience and support over the last four months as we have navigated this new journey in education. The transition to remote learning and complete shut-down of spring activities placed us all on a path that we weren't quite ready to travel. It appears that we will continue on this journey for the foreseeable future, but fortunately, we have been able to spend this summer making plans to safely reopen our schools for face-to-face learning. We have waited most of the summer for firm guidance from state officials that would help our leadership team make sound decisions that are best for local education agencies. Outlined in this Bells ISD Guidance Document, families will find answers to many questions they have had, but please understand, this situation is fluid, and changes may occur once we reopen our campuses in August. Part I of this document outlines our health and safety protocols for the new year; Part II will briefly outline important information regarding instructional options for students this school year.

As we return to school for the 2020-2021 school year, you will notice many changes in the way our school campuses and offices are operating as a result of the coronavirus outbreak this year. I can assure you that we are doing everything possible to keep students, teachers, staff, and our community safe from this disease, while taking into consideration the necessity for getting back to our classrooms so students can learn. We absolutely understand the severity of this illness; however, we must consider the guidance from the American Academy of Pediatrics that notes 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 other negative issues.

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. Our leadership team has worked diligently to gather research from health experts on best practices, and we have taken measures to gather feedback from our stakeholders. We know that not everyone will be happy with or agree with 100% of the safety measures we are planning, but we do believe we are providing the best possible solutions for our district and community.

To ensure that each of our students has access to a high-quality education, Bells ISD has enhanced the Connected Learning model that was used last spring. We are still working on this plan, and students and families will receive additional information in the coming weeks. Parents may choose either face-to-face learning or remote learning for this school year. More details regarding our educational plan for this year are outlined in Part II of this document.

Please take the time to complete online registration for the 2020-2021 school year. This process is much easier than in the past and will help us in scheduling your child for his/her classes. In August, our campuses will host virtual Meet the Teacher events for our secondary campuses. The elementary school will have scheduled visits to meet teachers and bring school supplies.

As we continue to prepare for the 2020-2021 school year, please know that our number one priority is the health and safety of our students. While these are unprecedented times for public education, together we can make this year a safe and successful year for our students. We must stand UNITED as we face the challenges ahead. Thank you for partnering with us in your child's education.

Sincerely,

Tricia Meek

Superintendent

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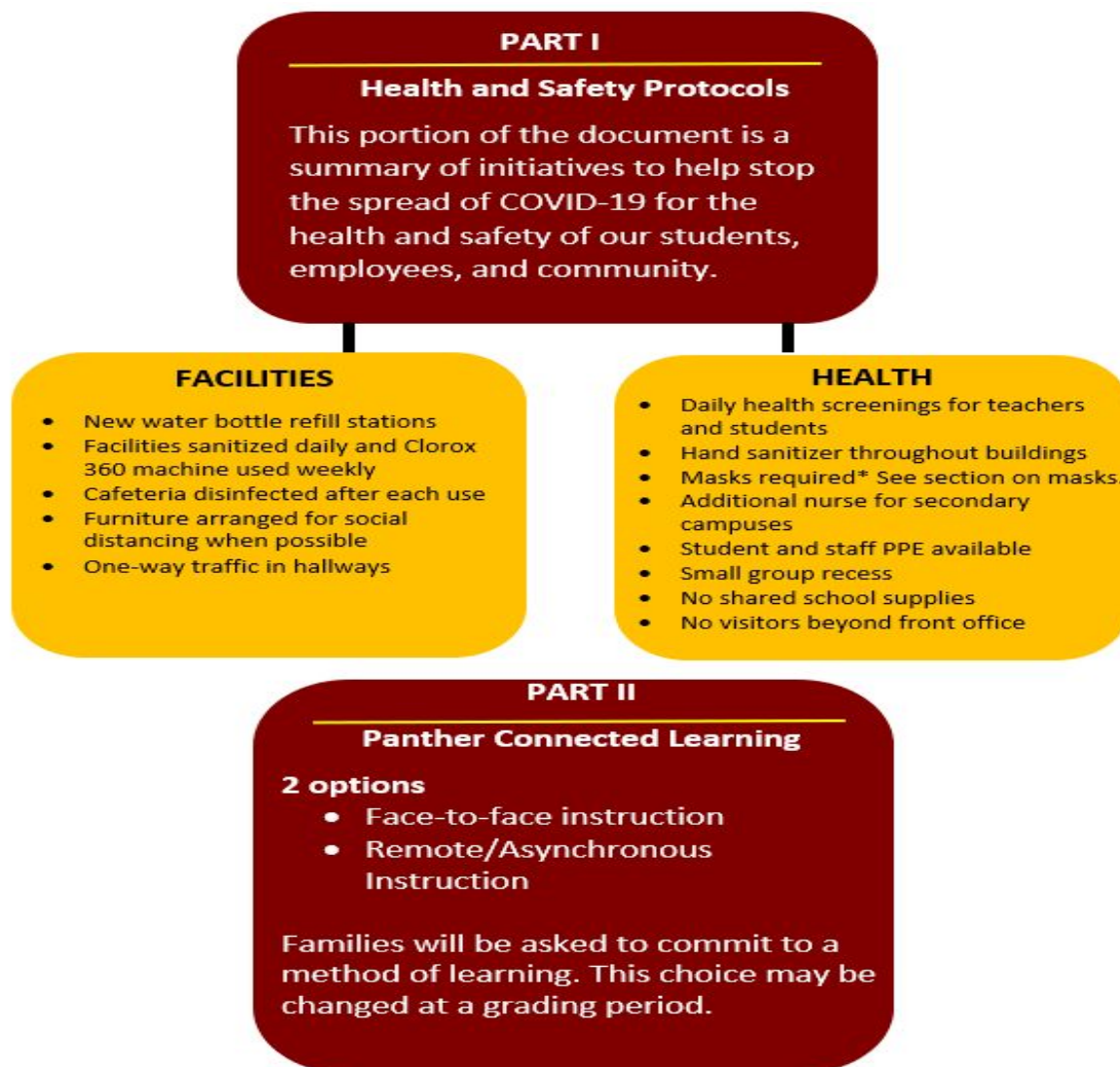
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Overview for Guidance Document



Safety Protocols

Protocols for Face Coverings

Schools will abide by any Governor Order regarding face coverings. In compliance with Governor Abbott's Executive Order GA-29, all students in grades 4 through 12 will be required to wear a face covering--unless there is an existing condition that would meet one of the allowable exceptions. Parents of students in Pre-Kindergarten through grade 3 may elect to have their student(s) wear a face covering. When a Governor Order is not in place, the use of face coverings will be determined by the community transmission levels of COVID-19 and the health recommendations associated with each level (see **Community Transmission Levels**). The District will rely on guidance from the Department of State Health Services (DSHS), Grayson County Health Department, as well as any directives from Governor Greg Abbott, to determine the community transmission level and the use of face coverings. Face coverings include cloth masks, gaiters, face shields or anything that provides covering over the nose and mouth.

- If students or staff come into “close contact” with someone who tests positive for COVID-19, they will be required to self-isolate for 14 days if they were not wearing a face covering. Social distancing of at least 6 feet will be encouraged at all times; however, it is important to note that there is not enough square footage in all of our classrooms to maintain that distance 100% of the time, thus the need for face coverings.
- Students who are actively exercising will be allowed to remove face coverings as long as they maintain at least six feet of distance from other students, teachers, and staff who are not wearing face coverings.
- Individual teachers can require face coverings to be worn in their classrooms even if the governor's executive order requiring face coverings has been lifted.
- In addition, students taking in-person Dual Credit courses from Grayson College at BHS will be required to wear a face covering while in class. All other rules outlined by Grayson will apply to these courses.

The District will alert students, parents and staff when face coverings must be worn. Students' individual needs will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus principals.

When conditions require that face coverings must be worn, staff and students should provide their own masks. If individuals need assistance with masks, the district will work with families to provide them.

Protocols for Screening and Isolation

General

All students and staff will be screened for COVID-19 symptoms regularly and individuals who present with symptoms will be separated and sent home.

Screening Protocols

- Staff will be required to self-screen for COVID-19 symptoms prior to reporting to work each day. Self-screening will involve completing a mandatory questionnaire and recording temperature. This will be tracked daily through a sign-in sheet in the office.
- Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their student to school. Parents must ensure they do not send a child to school on campus if the child has the following symptoms:
 - 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
- Teachers will monitor students and refer to the nurse if symptoms are present.

Isolation Protocols

Students or Staff Displaying COVID-19 Symptoms

- When a student has displayed symptoms of COVID-19, the school nurse will provide a clinical assessment to determine if and when a student needs to be sent home.
- 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.
- District communication will be provided to the parents of students who came in close contact with a COVID-19 positive student or staff member.
- Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.
- Students or staff who come into close contact with a COVID-19 positive individual will be asked to self-quarantine for 14 days and may not return to campus during that time (See **Return to School Protocols**).
- Any individuals who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed above) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine if the conditions for campus re-entry have been met:
 - In the case of an individual who was diagnosed with COVID-19, the individual may return to school when **all three** of the following criteria are met:
 - at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - at least ten days have passed since symptoms first appeared.

- In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
- If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>

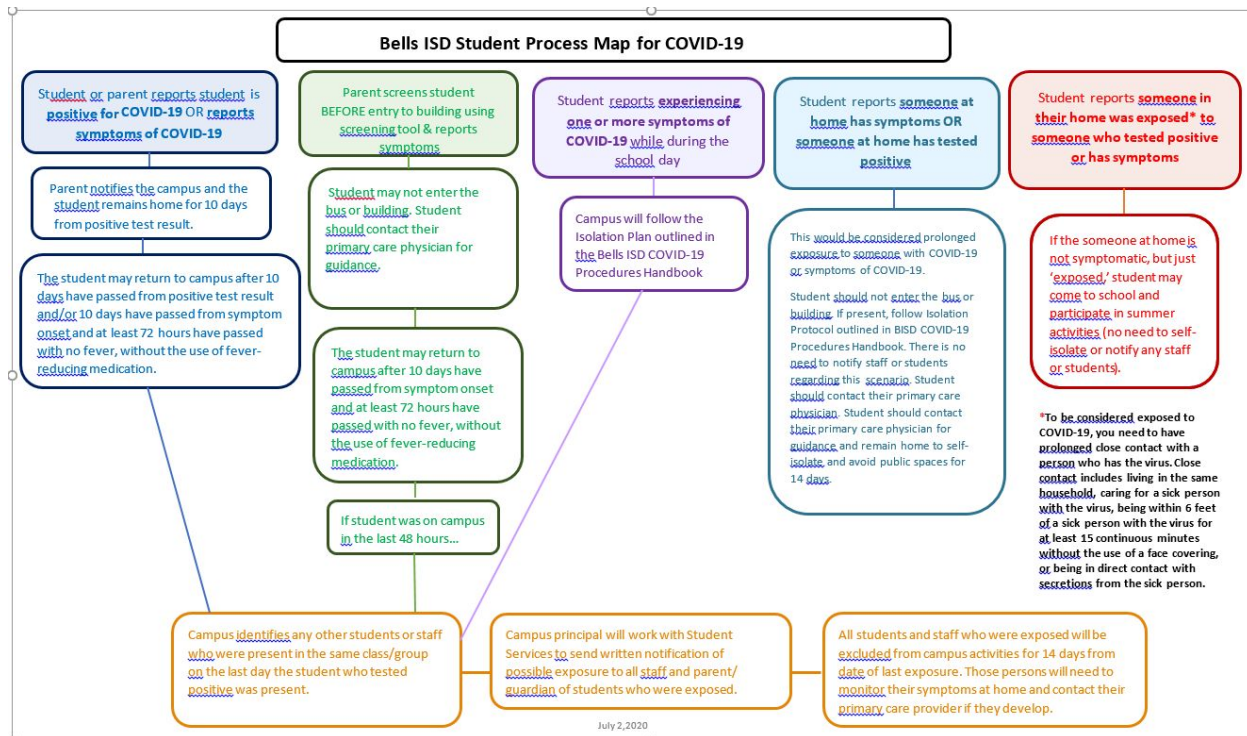
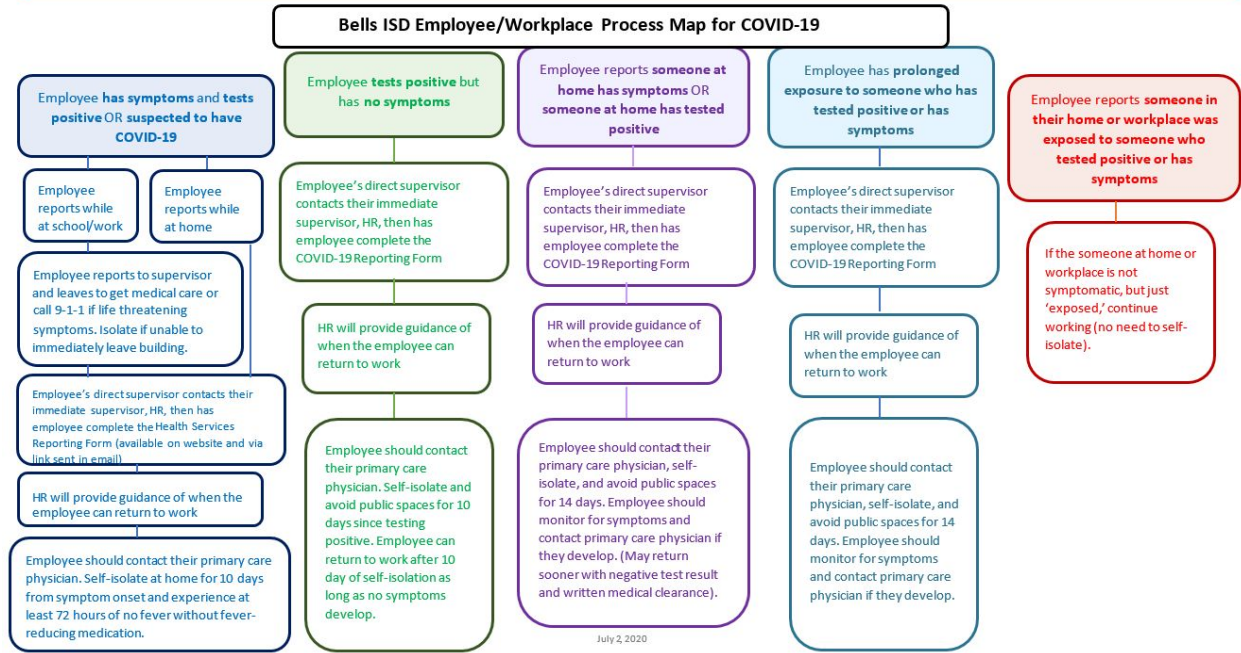
Determining Close Contact

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. For clarity, close contact is defined as:

- 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 mask or face shield**; if either occurred at any time in the last 14 days at the same time the infected individual was infectious. Individuals are presumed infectious at least two days prior to symptom onset; or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.
- If you do come into close contact with a lab-confirmed case of COVID-19 (while not wearing a mask or face shield) you will be required to quarantine for 14 days.

Return to School Protocols

To be considered exposed to COVID-19, you need to have prolonged close contact with a person who has the virus. Close contact includes living in the same household, caring for a sick person with the virus, being within 6 feet of a sick person with the virus for at least 15 continuous minutes without the use of a face covering, or being in direct contact with secretions from the sick person.



Community Transmission Levels

Bells ISD will monitor the local / county transmission levels and seek input from the Grayson County Health Department to determine the risk level for students and staff. The district has identified three different transmission levels.

Substantial	High number of active cases relative to population
	Cases increasing rapidly
	Strain on hospital beds/staff/equipment
Moderate	Moderate number of active cases relative to population
	Cases are increasing slightly or staying steady
	Hospital/ICU beds and equipment are still available
Low	Small number of active cases relative to population
	Cases are decreasing; More cases are attributed to travel or close contact than to unknown community sources
	Hospital / ICU beds and equipment are widely available

Prevention Practices in the School Setting

Measures and precautions taken to protect students and staff may vary throughout the year depending on the transmission level. The table below will help explain this practice.

	Source Control Measures	Transmission Precautions
Substantial	<p>Face coverings must be worn by all staff and students. This is required during a substantial transmission level even if the governor's order is lifted. Mask breaks will be scheduled when social distancing can be maintained.</p> <p>Maximum social distancing measures will be taken, including possible changes to the school's daily schedule. Breakfast / lunch locations may be altered.</p> <p>No visitors will be permitted past the front desk.</p> <p>No outside field trips or in-person assemblies.</p>	<p>Use of face mask/n95, eye protection, gown, gloves, by school nurse when in close contact with suspected case of COVID-19 (fever plus symptoms).</p> <p>Use of face masks, eye protection, gloves by staff at high risk for coming into contact with blood, body fluids, secretions, and excretions.</p> <p>Placement of face mask on student or staff with fever and/or symptoms of COVID-19</p>

	<p>Bells ISD will follow standard infection control protocols, such as handwashing and frequent disinfecting procedures.</p>	
<p>Moderate</p>	<p>Face coverings will be worn by staff, students, and visitors as feasible, especially in common areas, during transitions, and when social distancing cannot be maintained.</p> <p>The school will implement social distancing measures, such as desks in rows, no close contact grouping without face coverings, and altered seating during lunch / breakfast.</p> <p>Only visitors essential to school operations will be allowed on campus. Screening will be required, and face coverings will be required when social distancing cannot be maintained.</p> <p>Outside field trips and in-person assemblies</p>	<p>Use of face mask/n95, eye protection, gown, gloves by school nurse when in close contact with suspected case of COVID-19 (fever plus symptoms).</p> <p>Use of face masks, eye protection, gloves by staff at high risk for coming into contact with blood, body fluids, secretions, and excretions.</p> <p>Placement of face mask on student or staff with fever plus symptoms of COVID-19.</p>

	<p>require approval from campus principal.</p> <p>Bells ISD will follow standard infection control protocols, such as handwashing and frequent disinfecting procedures.</p>	
<p>Low</p>	<p>Face coverings are optional.</p> <p>Only visitors essential to school operations will be allowed on campus. Screening will be required.</p> <p>Outside field trips and in-person assemblies require approval from campus principal.</p> <p>Bells ISD will follow standard infection control protocols, such as handwashing and frequent disinfecting procedures.</p>	<p>Practice standard universal precautions when coming into contact with blood, body fluids, secretions, and excretions.</p>

Protocols for Campus Visitors

General

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

Visitor Screening/PPE Requirements

- No visitors will be permitted past the front desk during substantial transmission levels.
- During moderate and low transmission levels, visitors will be screened and may be required to wear a face covering.
- No outside guests will be permitted to eat lunch with students.
- Regarding meetings with school staff:
 - All visitors will be subject to screening by way of a symptom screening form.
 - Virtual meetings will be available when possible.
 - Visitors and staff will maintain physical distancing for ARD and other meetings in smaller conference areas.

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

- Alcohol-based hand sanitizer will be available at the main entry to the campus, in all classrooms, in the cafeteria and in common areas throughout the campus.
- Staff and students will be expected to regularly wash or sanitize their hands.

- Training will be conducted for all employees and students on effective hand-washing techniques. Posters will be hung beside all sinks to demonstrate appropriate hand-washing measures.
- Requirements for hand washing and/or use of BISD-provided hand sanitizer:
 - Provide hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day.
 - Thorough hand washing upon return from outdoors, before eating, following restroom breaks.

Disinfecting Expectations

- Staff will have access to disinfectant supplies 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 Disinfecting

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.
- All high-touch areas will be disinfected daily.
- Cleaning cloths will be changed for each classroom and common area to maximize room-to-room cleanliness.
- The cafeteria will be disinfected between lunch periods.
- Staff will have access to disinfectant supplies to sanitize working surfaces and shared objects after each use and during breaks in instruction.

Additional Cleaning Measure for Covid-19 Positive Cases on Campus

- Custodial staff will defog and disinfect classrooms, restrooms, the athletic facilities, weight room and all additional areas in the entire building. This will be

done on a weekly rotation schedule using the Clorox Total 360 Spray Disinfection System, unless additional cleanings are required as outlined below.

- Custodial staff will perform additional cleaning in areas used by an individual who shows COVID-19 symptoms while at school as soon as is feasible.
- Campuses will close off areas that are heavily used by individuals who are lab-confirmed to have COVID-19 until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.

Work and Learning Environments

Classroom Configuration

- Desks or tables will be socially distanced as much as instructionally possible.
- Teachers are required to have seating charts.
- Use of communal supplies will be minimal. When this practice is not possible, shared supplies will be sanitized between use.
- Remove blankets, pillows, and other shared non-essential items from the classroom.
- 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.

Collaborative Work and Projects

- When possible, technology will be utilized when students are involved in collaborative work.
- Group or pair work can be implemented while maintaining physical distancing. If 6 feet of distancing cannot be maintained, students are required to wear a mask during moderate and substantial transmission levels.
- Students will be provided the opportunity to opt out of physical face-to-face group or pair work.

General Classroom Supplies

- Signage will be posted in all classrooms regarding protocols and prevention.

- Multiple locations of hand sanitizer, tissues, and trash cans will be available in several locations to limit student and staff movement.
- Each room will have a door stop to prop for no-touch entry between classes.

Specialized Classrooms

- 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.
- Procedures and protocols will be put into place to address locker rooms. Protocols will be in place for disinfecting of equipment, students changing clothes, students showering, distancing of students, etc.
- Career and Technical Education classes will follow industry-based safety guidelines as appropriate to the equipment and course content.

Physical Education Classroom Protocols

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.
- Procedures will be implemented in the locker rooms to allow for social distancing.
- Equipment will be disinfected after each use.
- Sanitizing areas and access to handwashing will be provided.

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

If meetings must be held in person, all social distancing protocols will be implemented.

- Facial coverings will be worn during substantial transmission levels.
- Facial coverings will be worn during moderate transmission levels when in close contact with other individuals.
- Limit the sharing of materials/supplies

Transitions

- Classroom doors will be propped open to reduce high touch areas when possible.
- Traffic patterns will be established throughout the campus that separate individuals to the greatest extent possible. When transitioning between classes, students shall travel corridors as far to the right as possible.
- During substantial and moderate transmission levels, students will be expected to wear face coverings during transition times.
- Staff and signage will be posted to reinforce physical distance expectations.

Arrival

- Students may not be dropped off until the building is open. The buildings will be open at 7:20 a.m.
- There will be designated doors for entry at each campus. These may be based on arrival methods: bus riders, drop-off, student drivers, students with unique needs. Campus principals will communicate entry procedures.
- Designated entry doors will be continuously monitored by staff to stop unauthorized access and to monitor for threats.
- Sanitizer stations will be placed at each entrance and students will sanitize hands upon entry.
- Parents may not accompany students into the building.

Dismissal

- Sanitizer stations will be placed at each exit and students will be encouraged to sanitize hands prior to exit.
- Campuses may designate staggered dismissal groups.

Breakfast/Lunch

Depending on the number of students in the school, students may have meals in both the cafeteria and/or classrooms.

- Cafeteria capacity will be based on current guidelines. As much physical distance as possible will be provided around each occupiable seat.

- Signage and staff will reinforce physical distance and traffic patterns in the cafeteria.
- Hand sanitizer stations will be available at entrances and exits of the cafeteria.
- No outside guests will be permitted to eat lunch with students.
- No outside food may be dropped off at the campus. Students must bring their lunch each day or eat in the cafeteria.
- Water refill stations will be available at every campus.

Outdoor and Off-Campus Student Activities

- Student participation in academic contests (BETA, Robotics, OAP, UIL) will only be attended if guidelines can be followed.
- All field trips require approval of the campus principal. The Community Transmission Levels (low, moderate, and substantial) and social distancing capabilities will be considered before a field trip is approved.
- Virtual field trips will be considered as often as possible.

On Campus Activities

- Any school wide events that are approved to be held on campus need to adhere to social distancing requirements outlined by BISD, TEA and UIL. (Examples: grade level pep rallies, assemblies, performances, etc.)
- School wide events will be live streamed and/or occur virtually when possible.
- To limit larger gatherings, campus club meetings should be held virtually when possible. If meeting in person is required, groups should utilize larger meeting spaces or multiple meeting opportunities will be provided.
- All in-person assemblies require approval of the campus principal. The Community Transmission Levels (low, moderate, and substantial) and social distancing capabilities will be considered before an assembly is approved.

Extra-Curricular Programming

In order to participate in extracurricular activities at Bells ISD, a student must be receiving face-to-face instruction.

Cheer

Practices and performances will be conducted following safety protocol provided by guidance from BISD, UIL and TEA. This will include COVID screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.

Athletics

Athletic practices and contests will be conducted following safety protocol provided by guidance from BISD, UIL and TEA. This will include COVID screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.

- Hand sanitizing stations will be in gym facilities and equipment will be sanitized on a regular basis.
- Locker room use will be determined by TEA/UIL. If locker rooms can be accessed, all locker room space will be utilized to follow social distancing guidelines.
- Bus travel will follow transportation guidelines provided by BISD and TEA.
- Spectator attendance at games and contests may be limited based on TEA and UIL guidelines. Ticketing for events may be utilized to control capacity of facilities.
- Postgame sign out procedures for athletes will be communicated to parents prior to the beginning of each season.
- Event procedures will be in place to minimize face-to-face interactions.
- Separate entrances and exits may be utilized and event doors may be propped open to minimize physical contact with handles.
- Spectator seats may be marked and/or configured in a way to enforce social distancing.
- Concessions and/or concession sales may be limited to encourage social distancing and to follow health and safety guidelines.

Fine Arts

- Large group practice sessions, sectionals and rehearsals will adhere to social distancing guidelines provided by an authorized entity (e.g., BISD, TEA, UIL, etc.)

- Fine arts music private lesson teachers will not be allowed to teach on campus facilities until further guidance is provided by an authorized entity. Private lessons may continue to be conducted virtually if agreed upon between individual families and the lesson teacher. All district guidelines and pricing will continue to be adhered to.
- Off-campus fine arts performances will only be conducted if specific guidance is provided by an authorized entity (e.g., BISD, TEA, UIL, etc.)
- Concerts/performances may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., BISD, TEA, UIL, etc.) including but not limited to transportation procedures, number of attendees, and the orientation of concerts.
- All fine arts performances will be streamed online when possible.

Teaching and Learning

Options for Learning in 2020-2021

Our goal is to have a safe and healthy start to this new school year! While Bells ISD is taking multiple precautions to protect both students and staff in school operations, we will provide two options for enrollment this school year. In both instances, students are expected to participate and remain engaged in high-quality instruction. Bells ISD will provide either:

- **Face-to-Face Instruction at school** - Students attend school daily, as with the regular school year, and follow safety, sanitation, and social distancing expectations.
- **Remote Asynchronous Instruction at home** - In the Bells ISD remote asynchronous plan, instruction does not require having the instructor and student engaged at the same time. In this method, students learn from instruction that is not necessarily being delivered in-person or in real time. Instruction may include various 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 made available to students on paper. This home-learning model is an extension of the classroom and includes the same high-level expectations for participation and assignments as face-to-face. Unlike the connected learning remote plan in the Spring of 2020, this option requires DAILY engagement in ALL subjects. Students must commit to participating (through Google Classroom) in every subject every day.

Parents will be asked to commit to one of these learning environments at least two weeks prior to the start of school. The school is reaching out to families regarding their preference. Once a commitment to the instructional model has been communicated by the parent/family, a request must be submitted in writing to the campus principal to shift to the other model. These transitions must be processed and approved by the campus

principal, and the process may take up to two weeks. Attendance in the student's current model is mandatory until the change can be made.

In both models, the campuses must provide instruction in the Texas Essential Knowledge and Skills (TEKS) for the required grade level/subject/course. Monitoring student learning and progress remains integral to the success of the students. This includes attendance, grades, formative/summative assessments, and other monitoring systems that help teachers know how students are making progress.

Parents who choose face-to-face learning will be subject to compliance with all health and safety guidelines as previously outlined in this document.

Hybrid Start Calendar

Bells ISD is utilizing a "soft" start. The district will implement an A/B schedule from August 13th-20th. Half of the student body (last name A-L) will attend school in-person on the "A" days, and the other half of the student body (M-Z) will attend school in-person on the "B" days. Having a smaller group of students on campus will make it easier for teachers and principals to teach the new safety protocols and technology components. It also allows the district to address any unforeseen issues that may arise before all students are back on campus at the same time.

On Friday, August 21st, the district has scheduled an "All-Remote" day. No students will attend school face-to-face on that day, but teachers will still assign work for each class to be completed remotely. We are asking students to complete the assignments for this day online to serve as a trial-run / practice. This will give the district a good idea of where we are at with remote learning in case it has to be utilized down the road.

All students choosing face-to-face learning will be back on campus together on Monday, August 24th.

The color-coded calendar below will help explain the "soft" start for Bells ISD.

AUGUST				
Mon	Tues	Wed	Thurs	Fri
10	11	12	13 A	14 B
17 A	18 B	19 A	20 B	21 REMOTE
24 ALL	25 ALL	26 ALL	27 ALL	28 ALL

Alphabetical Split to determine A and B days

A Day (Aug 13, 17, & 19th) - Only last names A-L

B Day (Aug 14, 18, & 20th) - Only last names M-Z

Remote Day (Aug 21) - All students work from home

All students attend (if participating in face-to-face learning)

Daily Attendance

Attendance will be taken each day for both face-to-face **and** remote/virtual learning to ensure that students are actively engaged. During remote/virtual instruction, students are expected to participate and fully engage as communicated by the teacher to receive attendance credit. The minimum attendance for class credit rule of TEC, §25.092, will

be in effect, meaning students are required to attend at least 90% of their classes to receive credit and be promoted. Remote attendance will count in the same manner as on-campus attendance in satisfying this requirement.

Remote Asynchronous Learning Expectations

In Bells ISD, our remote learning will require support from caring adults at home and within the online classroom environment. Activities are designed to ensure that students continue learning at the pace of the current Bells ISD scope and sequence as well as continue to develop a love of learning and gain appropriate academic and social-emotional skills that are essential to our students meeting their goal of being future ready.

In keeping with our identity as an outstanding school district, Bells ISD will structure the students' learning schedule to require students to participate in **remote asynchronous learning**. We will ensure open lines of communication between teachers, students and parents.

ARD/IEP Committees will determine the unique needs of students who are IEP-entitled and will make support and service recommendations for students attending school remotely.

Bells ISD expectations for remote asynchronous learning

- Complete asynchronous activities assigned each day. Students earn daily attendance through daily engagement measure(s). The approved engagement methods are listed below:
 - Daily progress in the Learning Management System (Google Classroom, ICEV, Edgenuity, etc...), as defined in the approved learning plan; or
 - Daily progress via teacher-student interactions, as defined in the approved learning plan; or
 - Completion/Turn-in of assignments from student to teacher (via google classroom, email, etc...).
- **Not completing assignments or tasks each day will result in an absence for the student.** A student will be considered absent if the student does not have

documented engagement through Google Classroom and/or daily contact with the teacher, and/or documentation of completion/turn in of daily assignments.

- A teacher or campus representative will input the student's daily attendance into the Student Information System (SIS) for the asynchronous method, based on the student's daily engagement through Google Classroom or other instructional avenue and/or the daily contact with the teacher, by marking the student remote asynchronous present or absent on that day.
- Late work policies for the campus will still be followed for students participating in remote learning.
- Students and parents will communicate with the teacher when needing additional assistance, tutoring, etc.

Instructional Delivery

The goal for our remote learning is to allow for continued instruction while acknowledging the additional challenges that come without traditional, face-to-face classroom learning. Bells ISD is aware of and acknowledges the challenges faced by students and families and ensures that educational decisions are built to support all populations of students. Parents/guardians must also commit to a sense of cooperation in supporting the school's decision-making role.

Instruction appropriately focuses on student progress on standards and the continuation of learning. During a period of school closure and remote instruction, students may receive instruction in the following ways (including, but not limited to):

- Authentic student work/assignments with timely and relevant feedback for continued progress in learning of the standard
- Hands-on activities which may need an extra pair of "at home" hands
- Instructional activities
- Turning in of assignments
- Assessments
- Video lessons
- Project-based learning/assignments
- Group/partner projects

Remote Learning Grading

All remote courses will follow the **SAME GRADING POLICY** as the courses in the Face-to-Face model. Remote learning courses that earn high school credit will count in GPA calculation and class rank. High School courses taken remotely will receive the same weight (**See the BHS GUIDANCE HANDBOOK**) as face-to-face courses.

Schedule

During remote learning, time management is critical to success. Students and teachers must remain in communication regarding daily schedules and assignments. Students must display daily engagement in all subjects. As with any traditional course, there is a risk of receiving a lower grade if a student falls behind. If your student is struggling with time management, then he or she should contact his or her teacher for additional assistance.

Intervention and Enrichment

Intervention and enrichment time may be scheduled for remote-learning students to best meet their academic needs. During this time, students may engage in assigned group activities, project learning activities, small group instruction, and digital platforms. Teachers will communicate with students their plan for the designated time. For students who are IEP-entitled, progress will be carefully monitored and ARD/IEP Committees will convene and make appropriate recommendations to meet individual student needs to ensure continued growth in the general education curriculum and on IEP goals and objectives.

Dual Credit Courses

Bells ISD partners with Grayson College to offer dual credit courses. Per the guidelines of Grayson College, students taking in-person Dual Credit courses at BHS will be required to wear a face covering while in class. All other rules outlined by Grayson College will apply to these courses. Grayson College reserves the right to move all dual credit courses to virtual learning if needed. The dual credit US History course will be delivered face-to-face via BHS faculty adjuncting with Grayson College.

CTE and Some Elective Courses

Some elective courses may have coursework that can only reasonably be completed in person, even if some components of the course could be taught virtually (e.g., welding). In this situation, the teacher will work with the student to find a time to complete the required assignment on campus when social distancing can be guaranteed. Some courses may require a student to obtain equipment from campus in order to complete coursework virtually.

Participation in Extracurricular Activities

In order to participate in extracurricular activities at Bells ISD, a student must be receiving face-to-face instruction.

Role of Stakeholders with Remote Learning

<u>Student</u>	<u>Parent</u>
Meet all deadlines communicated by their campus to complete asynchronous activities assigned	Monitor and ask for evidence that your child is on track with assignments and coursework.
Participate in learning through live class time if required by the teacher (using proper etiquette)	Check the district homepage, teacher website, and/or Google Classroom for links to lessons, assignments, and announcements.
Take responsibility for advocating for themselves	Provide your child with assistance on their day-to-day activities with the exception of designated independent work
Turn in school work at the direction of the assigned teacher	Assist in supporting your child's needs by establishing and managing the daily schedule communicated by the teacher and the campus
DAILY participating in ALL classes	

	<p>Consider creating a designated learning space for your child at home to learn comfortably</p> <p>Maintain communication with your child's teacher by phone, email messages, and/or online meetings to create a learning partnership</p> <p>Struggling is allowed and encouraged! Don't help too much. Becoming independent takes lots of practice.</p>
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Sample Instructional Minute Schedule

The following table is only a sample. Your child's remote learning schedule may have different time periods, but it provides an idea of what will be expected in the remote learning plan.

Kinder	1st	4th	5th	7th	10th
Preparing to learn 7:55–8:00	Preparing to learn 7:55–8:00	Preparing to learn 7:55–8:00	Preparing to learn 7:55–8:00	Preparing to learn 7:55–8:00	Preparing to learn 7:55–8:00
Reading/ Writing 8:00–10:30	Reading/ Writing 8:00–10:30	Math 8:00–9:15	Math 8:00–9:15	1st period class 8:00-8:45	1st period class 8:00-8:45
Structure Brain Break 10:30–10:40	Structure Brain Break 10:30–10:40	Structure Brain Break 9:15–9:25	Structure Brain Break 9:15–9:25	2nd period class 8:45-9:30	2nd period class 8:45-9:30
SS 10:40–11:00	SS 10:40–11:00	Reading/ Writing 9:25–11:35	Reading/ Writing 9:25–11:35	Structure Brain Break 9:30-9:45	Structure Brain Break 9:30-9:45

Lunch, Specials, Recess 11:00–12:45	Lunch, Specials, Recess 11:00–12:45	SS 11:35–11:55	SS 11:35–11:55	3rd period Class 9:45-10:30	3rd period Class 9:45-10:30
Math 12:45-1:55	Math 12:45-1:55	Lunch, Specials, Recess 11:55–1:40	Lunch, Specials, Recess 11:55–1:40	4th period Class 10:30-11:15	4th period Class 10:30-11:15
Science 1:55–2:25	Science 1:55–2:25	Science 1:40–2:25	Science 1:40–2:25	5th period Class 11:15-12:00	5th period Class 11:15-12:00
Intervention /Enrichment 2:25–2:55	Intervention /Enrichment 2:25–2:55	Intervention /Enrichment 2:25–2:55	Intervention /Enrichment 2:25–2:55	Lunch 12:00-1:00	Lunch 12:00-1:00
Daily Reflection 2:55–3:05	Daily Reflection 2:55–3:05	Daily Reflection 2:55–3:05	Daily Reflection 2:55–3:05	6th period class 1:00-1:45	6th period class 1:00-1:45
				7th period class 1:45-2:30	7th period class 1:45-2:30
				8th period class 2:30-3:15	8th period class 2:30-3:15