

Santa Maria Independent School District

**Military Highway 281
P.O. Box 448/11119 Military Road
Santa Maria, TX 78592**



District Operations Guide In Response to COVID-19 2020-2021

Presented August 2020

Disclaimer: This document serves as a District COVID-19 plan. Each campus will supplement additional information.

INTRODUCTION and DISTRICT PRIORITIES

Santa Maria ISD looks forward to welcoming students back to school on September 7, 2020. Despite the challenges of COVID-19, we will continue to provide the excellent educational opportunities our community has come to expect from SMISD, which will include both face-to-face and remote learning environments. As the public health crisis continues, district administrators have been planning for the opening of 2020-2021 school year with a focus on the health, safety and well-being of our staff, students and community.

Our plan follows recommendations for school opening and operations provided by the Centers for Disease Control and Prevention (CDC), the Texas Education Agency (TEA) and state and local health officials.

The situation with COVID-19 is continuously changing and our plans will remain flexible to accommodate potential changes. The SMISD website and social media pages will provide you with the most up-to-date information.

It is the policy of Santa Maria ISD not to discriminate on the basis of race, color, national origin, sex or handicap in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

Health and Safety Protocols

The following are the health and safety protocols for Santa Maria ISD campuses and administration buildings. Due to this being an ever-changing situation, the district may need to change protocols at any time to address school district needs and circumstances in order to protect the health and safety of students, employees and the community. Please note this health guidance cannot foresee every situation that may arise. As a result, Santa Maria ISD will continue to monitor governmental agencies and other information deemed relevant to monitor the situation. The district will comply with applicable local, federal and state employment and disability laws, workplace safety and accessibility standards to address individual needs.

It is important to remember that COVID-19 is caused by a virus can be spread by infected persons who have little to no symptoms. Even if an infected person shows no symptoms or is mildly ill, the individuals they spread it to may become seriously or fatally ill; particularly if a person is 65 years of age or older with pre-existing health conditions. With the hidden nature of this threat, Santa Maria ISD expects all employees, students and families rigorously follow the following practices.

School Opening

Santa Maria ISD will ensure all staff, resources and supplies are prepared for the first day of school, including but not limited to, assigning sufficient staff to carry out re-opening, ensuring proper training and stocking inventory of necessary supplies, such as personal protective equipment (PPE), gloves and masks.

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations and resources to assist with plans and protocols for health and safety. Before schools re-open, Santa Maria ISD will implement health and safety plans that include:

- Ensuring adequate supply inventory (e.g., PPE, cleaning supplies, hand sanitizer, etc.)
- Cleaning with products approved and/or distributed by Region One Service Center.
- Ensuring compliance with the CDC, Health and Human Services, the Texas Education Agency and other jurisdictional policies
- Providing communication of procedures and expectations upon entering facilities and throughout Santa Maria ISD buildings.

General Information

Santa Maria ISD is following the recommended TEA public health guidance, coordinating with state and local health officials to develop health and safety protocols for the reopening of Santa Maria ISD facilities for the 2020-2021 school year.

Santa Maria ISD's expectation is that all students and staff will self-screen for COVID-19 symptoms daily. Individuals who appear to be symptomatic in SMISD facilities will be separated and sent home. Parents need to screen students daily before sending students to school using the guidance from the *SMISD Health Attestation Form*. All families will complete an annual statement affirming that they will adhere to all health and safety expectations developed by SMISD. All students who accept on-campus instruction will be required to sign a statement at the beginning of the year that COVID-19 screenings will occur at home daily and that they will abide by COVID-19 health and safety protocols. The statement will be included in the 2020-2021 Student Handbook, and reminders will be posted around SMISD buildings. If an individual who has been in a school is lab-confirmed to have COVID-19, the School Nurse, Beatris Sierra will notify the local health department and provide recommended guidance to the campus and district.

SMISD is permitted to prevent any individual who fails the health screening criteria from being admitted to the campus until they meet all of the criteria for re-entry to the campus.

Due to The Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA), the names of any individual who has contracted or displays symptoms of the virus will not be revealed.

Student Health Protocols

- Families will NOT send students to school if they have a lab-confirmed COVID-19 diagnosis or any of the following COVID-19 symptoms: feeling feverish or fever 100.0 or greater, loss of taste or smell, cough, difficulty breathing, shortness of breath, headache, fatigue, chills, sore or scratchy throat, runny nose, shaking or exaggerated shivering, significant muscle pain or ache, diarrhea. Families must immediately notify the school if a child has COVID-19 symptoms (described above) or if the student has tested positive for COVID-19. The student may be required to stay home for an incubation period.
- Families must also immediately notify the school if a child has had close contact or household contact with an individual who is lab-confirmed with COVID-19. The student should not report to campus and may be required to stay home for an incubation period.

- Students will follow campus-specific guidelines to support social distancing to the fullest extent possible. Students will answer Attestation Document every Monday morning.
- Reminder posters outlining proper protocols will be prominently displayed for all employees and students to follow.
- Students who consistently fail to follow the guidelines will be disciplined in accordance with the Student Code of Conduct and may be asked to leave campus with an unexcused absence.

Student Isolation Protocols

- Students who are showing symptoms of COVID-19 or are feeling feverish will receive a clinical assessment by the school nurse to determine if he or she 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 has contacted the parent/guardian.
- Other students will be removed from the classroom and taken to an alternate location on campus (go on a walk outside, move to a different classroom, etc.) so that the classroom may be disinfected.
- If a student is sent home from school because of COVID-19 symptoms, he or she should contact their family physician. If it is determined that the student does not have COVID-19, the student should bring a note from the physician and/or documentation of a negative COVID-19 test before returning to school. If a student has other health concerns that share symptoms with COVID-19, it is recommended that the student obtain a physician's note to keep on file at the campus.
- If a student who has been in a school is lab-confirmed to have COVID-19, the district will 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).
- Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected.
- If there is a lab-confirmed case on a campus, all parents and staff at that campus will receive communication about the case. More detailed district communication will be

provided to the students who came in contact with the student or staff member displaying COVID-19 symptoms.

- Students and staff who have tested positive for COVID-19 will be permitted to return to school once they are released from the control order by Cameron County Public Health District or receive clearance from a physician.
- Students who come into close contact or household contact with a COVID-19 positive individual should not come to the campus and should (a) contact the school; (b) self-quarantine or obtain a physician's note clearing the student for return based upon an alternate diagnosis or negative COVID-19 test.

Employee Health Protocols

- ALL employees will be screened for normal temperature by a School Office or a designated school employee before entering a Santa Maria ISD campus each day. For School Departments, supervisors will screen for normal temperature. The screening should include teachers and staff. Employees must immediately report to their supervisor if they have COVID-19 symptoms (described below) or if the employee has tested positive for COVID-19.
- Employees will NOT report to a Santa Maria ISD facility or campus if they have any of the following COVID-19 symptoms (in a way that is not normal for the employee): feeling feverish or fever 100.0 or greater, loss of taste or smell, cough, difficulty breathing, shortness of breath, headache, fatigue, chills, sore or scratchy throat, runny nose, shaking or exaggerated shivering, significant muscle pain or ache, diarrhea.
- Any individuals who with the following: (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 in accordance with Cameron County Public Health District guidelines. Employees cannot return to campus until they have been released from the control order by the health department and/or have received clearance from a physician.
- Employees must report to their supervisors if they have had close contact or household contact with a symptomatic individual or an individual who is lab-confirmed with COVID-19. After review by the Santa Maria ISD District Nurse Beatris Sierra, the employee may be required to remain off-campus.
- All employees shall know and follow the established protocols to protect themselves and others from COVID-19.
- Employees will practice approved environment cleaning/disinfection, hand hygiene, and respiratory etiquette.

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- Reminder posters outlining proper protocols will be prominently displayed for all employees and students to follow.

Employee Isolation Protocols

- If a staff member displays symptoms at school, the school nurse will provide a clinical assessment to determine if he or she needs to be sent home.
- Students will be removed from the classroom and taken to an alternate location on campus (e.g. go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.
- If a staff member displays COVID-19 symptoms, he or she should contact their family physician. If it is determined that the staff member does not have COVID-19, the staff member should bring a note from the physician and/or documentation of a negative COVID-19 test before returning to school. If a staff member has other health concerns that share symptoms with COVID-19, it is recommended that the staff member obtain a physician's note to keep on file at the campus.
- If a staff member who has been in a school is lab-confirmed to have COVID-19, the school must notify the SMISD District Nurse Beatris Sierra who will contact the 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).
- Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected.
- If there is a lab-confirmed case on a campus, all parents and staff at that campus will receive communication about the case. More detailed district communication will be provided to the students who came in close contact with the student or staff member displaying COVID-19 symptoms.
- Staff who have tested positive for COVID-19 cannot return to campus until they have been released from the control order by the health department and/or have received clearance from a physician. Staff will remain home throughout the infection process.
- Staff who have tested positive for COVID-19 will be permitted to return to school once they are released from the control order by the Cameron County Public Health District and/or other public health department.
- Staff members who come into close contact or household contact with a COVID-19 positive individual should not come to the campus and should (a) contact the school; (b) self-quarantine for two weeks **or** obtain a medical physician's note clearing the staff member for return based upon an alternate diagnosis or negative COVID-19 test.

Personal Protective Equipment Protocols

Schools are required to comply with the Governor's Executive Order regarding the wearing of masks. Students and staff are expected to wear face coverings during school hours. This requirement is subject to change.

- Masks include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth. Masks will be considered a part of the staff and student dress code (no bandanas, inappropriate advertisement, inappropriate words, symbols etc.)
- All employees will wear face coverings on buses, hallways, common areas, and when social distancing is not feasible, including in classrooms. This applies to both school (indoor and outdoor) and bus settings. Employees will have access to Personal Protective Equipment (PPE) that includes hand sanitizer, face coverings, and gloves.
- Every classroom teacher and office staff personnel will be provided with a face shield, face mask, latex gloves and desktop sanitizer. Teachers' desks will be positioned accordingly.
- Students will wear face coverings on buses, hallways, common areas and classrooms. This applies to both school (indoor and outdoor) and bus settings. It is recommended that students in Head Start, pre-k and kindergarten wear face coverings in the hallways, in common areas, and during arrival and dismissal.
- Students will not be required to wear face coverings while eating but will be distanced 6 feet apart to the greatest extent possible.
- Hand sanitizer will be accessible in each classroom entrance. Students' desks will be marked and positioned to ensure social distance. Campuses will have a thermometer and hand sanitizer at main entrance. Libraries and receptionist areas will have sneeze guards at each table. Hallways will be identified for two-way traffic.

Campus Visitor Protocols

Parents should contact the school via e-mail and phone to communicate with school personnel. Access to the campus by parents will be limited to the front office and will be subject to additional screening procedures and the PPE requirements listed below. District personnel who require access beyond the front office will wear a face covering.

Visitor Screening/PPE Requirements

- To reduce the risk of exposure to COVID-19, SMISD will be limiting the number of visitors and volunteers in district facilities.

- Campus visitors will be required to make appointments if they must meet with an individual on campus.
- Visitors requesting access to the building beyond the front office area will be required to complete the SMISD Health Attestation Form on a daily basis. If the visitor answers yes to any of the questions on the form, building access will be determined by the campus COVID-19 point of contact and/or nurse.
- Visitors will be required to wear face coverings, adhere to social distancing guidelines and use hand sanitizer when entering the building.

Hand Washing/Sanitizing Expectations

- Hand sanitizer will be available at the main entry to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.
- Staff will have access to disinfectant solutions to sanitize high-touch and working surfaces and shared objects frequently.
- Staff and students are expected to regularly wash or sanitize their hands.

Campus Cleaning & Disinfecting Protocols

Frequent cleaning and disinfection will support a healthy learning and work environment for students and staff.

Daily Campus Cleaning

- Each classroom and restroom will be cleaned and disinfected.
- All high-touch areas will be disinfected throughout the day.
- Custodians will be expected to wear PPE (masks and gloves) during work hours.
- Cafeterias will be disinfected between lunch periods.
- Staff and students will have access to disinfecting items to sanitize working surfaces, shared objects, and high-touch areas after use and during breaks in instruction.

Disinfecting Protocols

- Proper cleaning and disinfecting of school workspaces, and high-traffic areas (e.g., bathrooms, cafeterias, libraries, faculty lounge rooms) will be conducted routinely throughout the day.
- Hospital-grade sanitation of the schools will be conducted each evening.
- All classrooms will be provided with disinfecting items wipes (as availability allows), cleaner, and hand sanitizer for students to clean their learning surfaces. Lysol spray has been approved as an acceptable cleaning agent and may be used in lieu of wipes.
- Equipment used in extracurricular classrooms such as PE, band, art, etc. will be disinfected by teachers and/or students after each class period.
- It is recommended that any furniture or items that are non-essential should be removed from the classroom. This includes the removal of blankets, pillows, and other shared non-essential items from the classroom.

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- Provide opportunity for children to clean their own spaces before and after their usage in a safe and developmentally appropriate manner.

Restrooms

- Campus staff should develop plans based on their individual campus needs to limit the number of students that enter the bathroom at one time.
- Elementary campuses could consider the scheduling of whole class restroom breaks to eliminate co-mingling of students across various classes and to ensure teacher monitoring of social distancing guidelines.
- Increased disinfecting by custodial staff will occur throughout the school day.
- Staff and students must wash hands with soap and water prior to exiting the restroom.
- Visuals indicating proper hand-washing techniques and social distancing will be displayed to consistently reinforce this practice.

Water Fountains

- Students are required to use hand sanitizer before water fountain use.
- Students may use water fountains to fill their personal water bottles.
- Students may bring their own reusable water bottle for use throughout the day and are expected to take water bottles home to be cleaned.

Meeting and Common Area Protocols

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

- All students and staff will be required to use hand sanitizer when entering and exiting common areas.
- Campuses will develop schedules and follow protocols for the use of common areas, including how to sanitize the space between uses.
- Procedures will be placed for students to sanitize their spaces before and after usage.
- Students allowed in a common area will be based upon social distancing practices.
- Visual reminders will be displayed for social distancing throughout common areas.
- The use of virtual meetings/videoconferencing is preferred when possible.
- In-person meetings will maintain social distancing and facial coverings will be required when social distancing is not feasible.
- Anyone causing a disruption or unwilling to follow Santa Maria ISD safety protocols may be asked to leave the premises.

Hallways and Transition Periods

- Where possible, one-way traffic throughout campus corridors will be established.
- Classroom doors should be propped open during the passing period and may be propped open during class to allow for additional ventilation.
- When possible, transitions will be staggered.
- When transitioning between classes, students should travel corridors as far right in the corridor as possible.

Recess Protocols

Administrators will develop a schedule for students to access the playground equipment. Teachers will monitor students to ensure safety guidelines are followed.

Campuses will limit the number of students per recess group. Staggered schedules and classroom groups will be utilized. Allow small groups of students to play together. Develop structured games that take into account social distance protocols.

- Students will wear face coverings during outdoor activity unless maintaining 6 feet of social distancing.
- Students will wear face coverings when lining up to return to class.
- All students and staff will be required to wash their hands or use alcohol-based hand sanitizer before recess and when returning to their classroom.

Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding social distancing, group work, and hand washing or sanitizing, etc. Teachers will ensure high-touch areas in the classroom are sanitized throughout the day. All classrooms will be outfitted with:

- Alcohol-based hand sanitizer.
- Access to disinfectant to sanitize working surfaces.

In addition to the above, the following measures will be taken in every classroom:

- Staff will utilize district-created materials and/or CDC resources to educate students about the importance of frequent hand washing; covering a cough or sneeze; not touching one's eyes, nose, and mouth; staying home when sick, and other measures to help prevent the spread of communicable diseases.
- Technology should be utilized when students are involved in collaborative work.
- Group or pair work can be implemented while maintaining physical distancing.
- Student desks will be placed a minimum of 6 feet apart, in classroom spaces that allow it.
- When necessary, classroom windows and doors should be open for no more than 10 minutes at a time.
- Teachers should consider creating individual bags of supplementary aids and/or manipulatives for student use to reduce the possibility of exposure.
- The use of outdoor space for learning will be considered when possible.
- The recommended procedures will be applied to all classroom settings, including special education services locations when possible and appropriate. Students' individual needs will be addressed on a case-by-case basis.

Teachers will develop, teach, and implement procedures that:

- Limit student movement within the classroom such as turning in assignments, materials being passed out, etc.
- Establish student routines to clean personal areas and materials/supplies with hand sanitizer, sanitizing wipes, and other appropriate products.
- Establish routines for entering and exiting the classroom. Ex. "Clean when you enter, clean before you leave."
- Classrooms with sinks available will establish hand washing protocols.

Work and Learning Environments**Music**

- Students will be required to wear a mask or other facial covering at all times in the music classroom, with the exception being, when utilizing musical instrument.
- Appropriate social distancing measures will be followed where possible.
- Individual packets may be provided to minimize the sharing of materials.
- Students should complete cleaning protocols and sanitize their areas in between use.
- Musical instruments, mallets and other equipment will be sanitized and wiped down after each use

PE

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.
- Any activities bringing students into close physical contact, or requiring multiple students to touch or handle the same equipment should be avoided.
- PE equipment will be disinfected and wiped down after each use.
- PE locker rooms will be used and sanitized at the discretion of the campus.
- Students should avoid touching their face at all times, but especially while participating in physical activities.
- Sanitizing areas will be provided.
- Access to hand washing and hand sanitizer will be provided.

Art

- Students will be required to wear masks in the art classroom.
- Appropriate social distancing measures will be followed where available.
- Students will use personal art supplies when possible and share Art materials will be sanitized and wiped down after each use.
- Students should complete cleaning protocols and sanitize their areas in between use.

Library

- Visual reminders will be implemented and furniture rearranged to help students maintain social distancing while in the library.
- Students and staff will wash/sanitize hands upon entering and after visiting the library.
- High-touch surfaces (e.g., table tops, chairs, door handles, etc.) will be disinfected regularly.
- Occupancy will be limited.
- Books will be sanitized and be placed on a 72 hour hold between check in/checkout.

Secondary Specialized Classrooms & Extracurricular

All extracurricular practices and contests will be conducted following safety protocol provided by guidance from Santa Maria ISD, UIL and TEA. This will include COVID-19 screening, group sizes, sharing & sanitizing of equipment, locker room usage, etc.

Students will be allowed to participate in extracurricular activities in keeping with TEA, UIL and SMISD guidelines regardless of instructional setting. Students who choose to learn virtually will be allowed to attend scheduled practices and events before or after school with permission of the coach, sponsor, or campus administrator. Students who choose to learn virtually and who are enrolled in school day classes that are tied to extracurricular participation will continue to be enrolled in the class. Coaches and sponsors will provide instruction for these students remotely in preparation for participation in before/after school practices and events. For example, a student learning at home who is enrolled in the football class period will meet virtually with coaches during that class period each day and attend practice before/after school. No transportation to or from before/after school practices or activities will be provided. When possible, secondary school events, clubs, and meetings will be conducted virtually. Health and safety protocols will be followed at all district sponsored events and activities. All UIL eligibility requirements will continue to be in place and followed. Parents and students choosing the remote learning option will need to communicate with the appropriate campus staff (music director, athletic coach, cheer coach, drill team instructor, etc.) of their intention to participate.

All students will communicate with Athletic Trainers, Coaches, Directors or Instructors to notify them of any exposure or positive tests.

EXTRACURRICULARS

Physical Education

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.
- Any activities bringing students into close physical contact will be avoided.
- PE locker rooms will be used at the discretion of the campus
- Procedures will be implemented in the locker rooms to support social distancing.
- Equipment will be disinfected after each use.
- Activities requiring multiple students to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to hand-washing will be provided.

Athletics

- Students will refrain from using, exchanging, or sharing personal clothing or personal hygienic items including PPE (i.e. face masks, etc.)
- All athletes are required to wear face coverings. Face masks may be provided by Athletic Department for use while not in activity.
- Similar to summer strength and conditioning activities, practices and contests will follow protocols established by UIL, TEA and Santa Maria ISD. In-season and off-season activities will follow the most current guidelines available.
- Specific entrances and exits of athletic facilities will be utilized by students for appropriate separation and distancing. Signage will serve as a visual cue and reminder for students.
- Equipment used during practices will be sanitized frequently during practice sessions.
- Athletic areas (locker rooms) will be frequently disinfected throughout the week.
- Athletes will not be allowed to socially congregate before, during, or after practices/workouts.
- Attendance at scrimmages and games for spectators is yet to be determined and will be communicated as this information becomes available from the UIL and/or TEA. This may also impact ticket sales and seating configurations.
- Parents and students will be expected to provide timely notification of any health concerns to their coach and athletic trainer (if applicable). Communication, quarantine, and proper disinfecting will occur in the event of a confirmed diagnosis.

Cheerleaders

- Practices and performances will be conducted following safety protocol provided by guidance from Santa Maria ISD, UIL and TEA. This will include COVID-19 screening, group sizes, sharing & sanitizing of equipment, locker room usage, etc.
- Students are expected to maintain social distancing in all activities and should avoid congregating in groups.
- Students will enter the locker room to change on a staggered schedule.
- Students will be asked to wash or sanitize their hands before and after class.
- Equipment will be disinfected/wiped down after each class period by the cheer coach and students.

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- Students should bring their own reusable water bottle.
 - Students will be instructed not to share equipment/props (i.e. pom poms, megaphones, etc.)

Fine Arts

- Large group practice sessions, sectionals and rehearsals will adhere to social distancing guidelines provided by an authorized entity (e.g., SMISD, TEA, UIL, etc.)
- Off-campus fine arts performances will only be conducted if specific guidance is provided by an authorized entity (e.g., SMISD, TEA, UIL, etc.)
- Performances/exhibits may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., SMISD, TEA, UIL, etc.) including but not limited to limitation of the venue, transportation procedures, number of attendees, and the orientation of concerts.
- Shared equipment will be cleaned/sanitized between use.

Guidelines for School-Wide Events and Activities

- Campuses are prohibited from planning large attendance events such as all-school assemblies, parties, socials, pep rallies, etc. that bring large groups of students together at one time until further notice.
- Administration will follow all SMISD, TEA, UIL and CDC guidelines in regards to games, practices, etc.
- Some athletic events may be live streamed and/or occur virtually.
- To limit larger gatherings, campus club meetings should be held virtually.
- Off-campus field trips will not be scheduled until state and local health officials deem it is safe. Virtual field trips will be utilized when possible.
- Community-based instruction programs for students with special needs will be evaluated after school starts with input from parents and local health officials.
- After school club information will become available as it develops.
- School activities such as meet the teacher, open house, parent conferences, and student orientations will be held at the discretion of the campus. Campuses should consider staggering such events or holding virtual events when possible.

School Arrival & Dismissal

Arrival

When possible, separate entrances will be utilized for car riders, bus riders, walkers. Available staff will be utilized to maintain a line of sight in hallways and social distancing in hallways. Students will go straight to the designated areas set by each campus.

- Arrival procedures will be developed at a campus level and will be communicated to parents by the child's school. Campus plans will be created and implemented in a way that reduces large group gatherings in close proximity.

- Parents are strongly discouraged from dropping students off at school before the school start time. Parents who choose to drop their child off early will do so with the knowledge that students are unsupervised and will be assuming that risk.
- Parents and guardians will be asked to remain in their vehicles during drop off and will not be allowed to walk students to classrooms.
- Bus procedures will be developed based on each campus' specific needs.

Dismissal

When possible, separate exits will be utilized for car riders, bus riders, and walkers. Campuses will designate staggered dismissal groups. Staggering the groups of walkers, car riders, bus riders or grade level will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.

- Sibling connections will be done outside the building.
- Designated exit doors will be propped open for no-touch exit. Any open doors will be continuously monitored by staff to stop unauthorized access and monitor for threats.
- Sanitizer stations will be placed at exits, and students will be encouraged to sanitize hands prior to exit.
- Due to social distancing, parents will not be allowed to walk up to the building to pick up students during dismissal.
- Parents picking up students during the day will be required to call ahead so that students can be sent or accompanied to parent vehicles upon arrival. Office staff will sign the student out, documenting both the time the student left the building, as well as the time the parent requested for early dismissal.

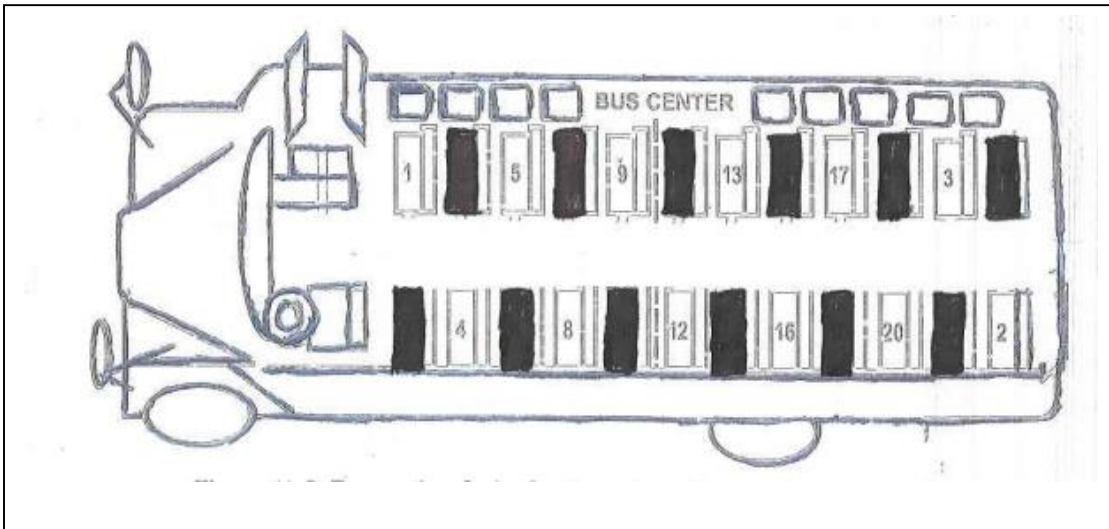
Transportation Guidelines

The Santa Maria Independent School District Transportation Department has set the following guidelines for drivers, students, coaches and sponsors. School bus routes adhere to operations set by Texas Department of Safety and the Texas Education Agency and are performed to ensure the safety of our students, drivers and staff.

- All school bus drivers must be tested for COVID-19 at the beginning of school year.
- For bus drivers, temperature readings will be administered daily before driving a school bus.
- Drivers will wear facial masks and latex gloves while operating a school bus with passengers.
- All students and other passengers are required to wear a facial mask while inside the school bus. If student does not have a facial mask, one will be provided by the driver.
- Students' temperatures will be screened daily before boarding the bus. A student with temperature 100° or above will not be allowed to board the bus. Parents and school will be notified.
- Upon boarding, all persons should use sanitizer dispensers placed at the service entrance door of the school bus.
- All students and other passengers riding the school bus will be seated at a minimum of 6 feet apart (see diagram). Siblings in the same household will be grouped on the same bench.

- For morning route seating arrangements, students will be seated beginning at the rear to the front to ensure social distance.
- For afternoon route seating arrangements, students seated closest to the service door will depart first to avoid bypassing other students.
- Bus roof hatches or windows will open to permit air ventilation.
- Any person in organizations, including extra-curricular activities, field trips, and ACE Afterschool programs, is required to wear a facemask and utilize the sanitizer dispenser after departing a scheduled destination.
- All school bus drivers will clean and sanitize a school bus at the end of every morning and afternoon route, extra-curricular and after school programs.

Note: Please refer to the SMISD Transportation Department webpage for detailed information.



Student Meals

Based on building capacity and student enrollment, campus administration will determine areas that may be utilized for lunch. These areas could include classrooms, the library or other large areas within the school building.

Personnel will monitor the cafeteria and hallways to promote social distancing practices. Depending on the number of students in the school, students may have meals in both the cafeteria and in classrooms. Cafeteria capacity will be based on current guidelines. Physical distance will be provided around eating areas. Posted signage and staff will reinforce social distancing and traffic patterns in the cafeteria.

- Students will eat meals in all available areas to maximize social distancing. These areas can include classrooms, lunchrooms, and other open areas.
- Campuses may consider assigning consistent lunch cohorts to minimize the chance of exposure.
- If meals are consumed in classrooms, then cleaning of students' spaces will be needed immediately before mealtime as well as directly after meals are finished. This will be done by students who are capable of cleaning, and other students will receive assistance from district staff. If additional trash receptacles are needed, they will be provided by the district.
- All child nutrition staff will use PPE while performing job responsibilities and will be trained to practice health and hygiene regulations.
- To ensure the safety of students and staff, parents will not be allowed to drop off food for their child for the first nine weeks of school. After the first nine weeks, the district will reassess the conditions at that time. If the district deems it is safe, procedures for food delivery will be developed at that time.
- Meals will be available to students who choose in-person and remote instruction.

Seating and Directions**Student**

- Students will be expected to follow campus guidelines for cafeteria procedures.
- Students will be seated according to a seating plan for students consistent with social distancing guidelines. Sneeze guards will be provided while students eat their meal.
- All students are expected to wash hands or use hand sanitizer prior to entering the cafeteria.
- Students are encouraged to read and adhere to the expectations and posted directional prompts/signs to ensure for proper social distancing.

Parent

- To ensure the safety of students and staff, parents will not be allowed to drop off food for their child for the first nine weeks of school. After the first nine weeks, the district will reassess the conditions at that time. If the district deems it is safe, procedures for food delivery will be developed at that time.
- Parents are encouraged to speak to their children about safety protocols and social distancing.
- Parents are asked to read and be familiar with all school communication regarding health and safety protocols.

-
- When sending a lunch to school with students, include only items that students will not need assistance opening.

Teacher/Staff

- Signs will be posted on the walls and floor to ensure appropriate social distancing in cafeteria lines.
- A seating plan for students will be followed for social distancing.
- Assigned staff supervises students in cafeteria lines, direct students to open seats, and ensures that students maintain desired social distance.
- Personnel will monitor students while in the cafeteria to ensure social distancing.
- Staff will maintain the same class group for "in person" lunches daily.

Meal Information:

The Santa Maria ISD Child Nutrition Department will follow all Texas Department of Agriculture (TDA) regulations.

In-Person Breakfast & Lunch

- Breakfast and lunch will be provided daily on scheduled school days.
- Campuses may opt for students who need breakfast to obtain a "grab and go" meal to eat in their classrooms.
- Students will enter serving lines and have a selection of menu items to choose from daily.

Remote Instruction Breakfast & Lunch

- Students must be enrolled in Santa Maria ISD
- The distribution of meals to students who choose remote instruction will, most likely, be distributed through a "Grab & Go" process at designated school sites similar to the summer feeding program. The distribution process will be communicated through the district's website and social media pages.

Custodial Services

Santa Maria ISD's custodial service team remains vigilant in monitoring the most up-to-date safety, infection control and cleaning protocols recommended by global experts, including the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), the Occupational Safety and Health Administration (OSHA), and others. District custodial staff members are taking extra measures to clean and disinfect high touch areas such as athletic equipment, copiers, chairs, desks, door handles, lockers, sinks/toilets and railings.

Cleaning/Sanitizing/Disinfecting Agents

Cleaning-Sanitizing-Disinfecting Agents (and links to MSDS information sheets used by Santa Maria ISD Custodial Services)

GS Neutral Disinfectant 103 Multi-Surface Cleaner Primary use is for cleaning and sanitizing horizontal and vertical surfaces:

- Student desks, classroom work areas

-
- Cafeteria tables
 - Handrails
 - Countertops
 - Push-bars on doors
 - High-touch items

Pheno-D Fogger Used to disinfect (COVID-19 rated):

- A grade-level area
- Wing of a building • Locker rooms

Mister/Fogger Sanitizer Machine will be used to disinfect on a weekly basis. In addition, this hospital-grade machine will be primary disinfectant in a COVID-19 case.

Fall 2020: Instructional Information for Families

This fall, Santa Maria ISD will be implementing instructional practices to provide consistency across learning environments and ensure the safety of students and staff.

Santa Maria ISD welcomes all students back into our hallways and classrooms. However, we understand that coming back to an on-campus learning environment is not right for all students. To assist parents, SMISD is offering two learning options: SMISD face-to-face and SMISD remote. Each parent will need to consider which option is the best choice for their child.

Regardless of learning environment, Santa Maria ISD is committed to ensuring that students have an equitable experience and access to high quality instruction:

- Students will interact with instruction in two different environments (face-to-face and remote) making it necessary for teacher teams to plan instruction that is content-consistent, yet environment-specific to ensure equitable learning opportunities for all students.
- Santa Maria ISD will utilize the strategies and best practices to design learning activities for all students.
- Learning experiences are designed to meet the needs and environment of the learner.
- Students, regardless of learning environment, will engage in high quality learning experiences aligned to Santa Maria ISD curriculum and Texas Essential Knowledge and Skills.
- Parents were polled in August and asked to make a selection between face-to-face or remote learning. Once a selection is made, the student must remain in that learning environment through the end of the week. Elementary grading periods are six weeks, and secondary grading periods are six weeks. A request to change an instructional setting must be provided at least a day prior to the end of the week. Parents will be able to make that request by emailing the principal.
- Students who begin the year in face-to-face learning at school may move into remote learning for a period of time if needed for school closure due to student/staff illness or county or state regulations.
- Both the remote and face-to-face experience will utilize Google Classroom, provide similar expectations around coursework and follow the same grading guidelines.

Attendance

It is important that students understand that remote attendance is based on daily engagement, not solely the completion of assignments. State law TEC §25.092 requires students to attend 90% of the days a course is offered (with some exceptions) in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in force during the 2020-21 school year. Attendance will be recorded daily in PEIMS regardless of which instruction option is chosen.

Instructional Options for Learning Environments

Although students may be learning in different environments, Santa Maria ISD is committed to providing consistency in high quality instruction and learning tools for all students.

OPTION 1--- Face-to-Face Instruction

Face-to-Face Instruction is defined as the traditional in-school learning. Students and teachers will attend class in-person, five days a week, with additional safety measures in alignment with state and federal guidelines and recommendations.

- In this setting, teachers will provide face-to-face instruction, learning resources and support utilizing Google Classroom.
- Teachers will plan instruction that is quickly and easily transferable from face-to-face to remote in the event of a temporary school closure due to COVID-19 spread.
- District-directed and campus-designed safety procedures will be implemented.
- 6th-12th grade students will be assigned schedules based on their course selections made last spring.
- All special education settings will be reviewed on an individual basis to maximize the health and safety of all students within the classroom to meet the individual needs of the students which may include the provision of personal protective equipment, modifications to the classroom setting and review of the daily schedule.
- Students who are receiving in-person instruction and are required to quarantine due to a lab-confirmed COVID-19 case, close contact with a lab-confirmed case or household contact with a lab-confirmed case, will transition to remote instruction as needed.

OPTION 2--- Synchronous-Remote Instruction

Synchronous-Remote Learning is defined as two-way, real-time, live, instruction between teachers and students, through the computer or other electronic devices. Students enrolled in SMISD remote learning will be assigned a virtual class schedule and must be available for live, synchronous instruction during each school day.

- Lessons and content covered in remote instruction will mirror the instruction given during the corresponding face-to-face class. However, the content will be delivered through online methods.
- Grades and class expectations for remote learners will mirror the expectations of students who are receiving face-to-face instruction.

- Students choosing the remote learning option will be responsible for logging into their class at a specified time each day to receive instruction through Google Classroom.
- Parents should make sure that students are **available during their scheduled class periods** and have access to a reliable internet connection before selecting the remote learning option.
- Parents must choose between face-to-face or remote instruction one day prior to the beginning of the school week.

Santa Maria ISD student expectations for synchronous learning:

- Students attend class on time, per their class schedule.
- Students will not be allowed on campus at any time during the school day without permission.
- Students will follow the dress code and code of conduct.
- Students will not be given a paper packet option.
- Students should have a designated, distraction-free workspace to engage in learning.
- Students will show their face on the screen to engage with the teacher remotely.
- Students will participate in the class activities, discussions and assignments.

OPTION 3--- Asynchronous-Remote Instruction

Asynchronous Instruction is defined as instruction completed at home for students who do not have internet access. Regular communication and the partnership between teachers and parents will be crucial to the success during the remote learning. Parents may be needed at home to assist their student with logging into Google Classroom, monitoring their participation and progress in the learning, and ensuring completion of asynchronous activities.

- Asynchronous instruction is the only method for Pre-K through 2nd grade students.
- Students in grades 3rd-12th without internet access will utilize this option.
- Activities will be done independently.
- Students will have assigned activities and/or assignments uploaded to their Google Classroom classes with specific due dates as assigned by their teacher.
- Students who do not have access to technology must report to respective campus to collect paper-packet and return by assigned due dates per teacher per class.
- Students utilizing this option must adhere to stated deadlines and instruction set by teacher per class or be subject to consequences.
- Parents must inform campus when instructional setting will change one day prior to the beginning of the school week.
- School staff will check daily for "student engagement."

ROLES FOR COVID-19 LEARNING ENVIRONMENTS

PREPARATION AND LEARNING

Student	<ul style="list-style-type: none"> • Be prepared for learning each day and have work and assignments completed and ready. • Complete coursework by deadline set by teachers. • For face-to-face learning: To the extent possible, take all materials/devices home each day in order to be prepared for possible school closure. • Become familiar with the structure of Google Classroom and how your teacher organizes information.
Parent	<ul style="list-style-type: none"> • Access parent resources to learn how students will navigate Google Classroom. • For face-to-face learning: Encourage your child to have their items in their backpack/device and ready for school the night before. • For remote learning: Create a designated place in your home for your student to use as their remote classroom.
Teacher/Staff	<ul style="list-style-type: none"> • Meet with collaborative team to plan instruction for all students. • Utilize district resources provided by your district curriculum specialist. • Upload materials into Google Classroom. • Be prepared to teach daily lessons. • Take all materials and devices home each day in order to be prepared for possible school closure

LEARNING AND TEACHING EXPECTATIONS

Students	<ul style="list-style-type: none"> • Attend classes according to school schedule (either face-to-face or remotely) and give your best efforts in your school assignments. • Participate in face-to-face learning activities or synchronous remote sessions as instructed by teachers. • Be organized in your work and in getting projects completed • Ask questions and communicate with your teacher. • Be aware of what you should be learning each day. • <u>Turn in assignments on time.</u>
Parent	<ul style="list-style-type: none"> • Access PEIMS Parent Portal to view student grades. • Discuss your child's favorite part of their day and what they learned in school. • Check in with student(s) to monitor completion of homework and assignments. • Facilitate academic support and encouragement as a learning partner to motivate and guide your child throughout the school year in your role as a learning coach. • Provide your child with assistance on their day-to-day activities with the exception of designated independent work. • Consider creating a designated learning/study space for your child at home to learn comfortably. • Maintain communication with your child's teacher by email and/or online meetings to create a learning partnership. • Monitor and ask for evidence that your child is on track with assignments and coursework.
Teacher	<ul style="list-style-type: none"> • Teach students how to access learning materials through Google Classroom. • Provide face-to-face or live synchronous instruction and facilitate learning throughout the day. • Manage online and offline resources to provide consistency and routines for students. • Provide clear learning goals for students. • Follow the expectations established across the district for Google Classroom. • Check student assignments in a timely manner and give feedback in verbal or written form at a weekly minimum to provide next steps or necessary academic intervention/extension.

SUPPORT AND INTERVENTION

Student	<ul style="list-style-type: none"> • Attend intervention/tutorial sessions as established by your teacher or school
Parent	<ul style="list-style-type: none"> • Allow your child to attend intervention/tutorial sessions as needed. • Assist in supporting your child's needs by establishing and managing the daily schedule communicated by the teacher. • Help your child own their learning. Provide support and encouragement and expect your children to do their part.
Teacher	<ul style="list-style-type: none"> • Provide intervention or tutorial sessions as needed. • Follow student IEPs / 504 accommodations in all learning environments. • Use data to pinpoint students' specific needs for enrichment and intervention. • Monitor student progress with fidelity according to recommendations. • Provide and communicate office hours or conference period for student/ parent support • Attend and participate in professional learning.

Instruction Supports

- All students in grades 3rd- 12th will be issued Chromebooks, if necessary, and will use them to access the same content, instruction, assignments and assessments whether attending class face-to-face or remotely.
- Google Classroom and Google Meet technology will support instruction for all students.
- If a student who chooses the remote learning option, consistently has connectivity/technology issues, the campus may recommend transitioning to face-to-face learning.
- Teachers will receive additional technology training in Google Suite.
- Teachers will have set office hours to communicate with students during their conference.
- Students who receive supplemental supports will continue to be provided support as described in the IEP, 504 plan or ESL plan regardless of instructional setting.
- Teachers will provide tutoring and support for all students regardless of instructional setting.

Grading Practices

- Since students have access to the same content, instruction, assignments and assessments, grading practices will be the same for all students. Due dates for assignments will be the same for all students.
- Teachers will grade work and assess progress based on district guidelines. Grades are recorded in PEIMS Gradebook and SMISD policies regarding late work and retesting opportunities will be followed.
- Teachers will continue to provide consistent feedback to students and families regarding academic progress.
- Students must show demonstration of learning. There will be assessments on a regular, continual basis to show that progress is being made.

Student Schedules

Students will switch classrooms and follow their previously selected schedule with the exception of courses that don't transfer over remotely. Some courses that cannot appropriately be offered virtually due to required face-to-face instruction components will be provided. This may necessitate schedule changes for some students who select the remote instruction option.

Dual Credit courses will continue to be offered in accordance with guidelines established by UTPB, TSC, TSTC, and South Texas Training Center.

Secondary Extracurricular Activities

Students will be allowed to participate in extracurricular activities in keeping with TEA, UIL and SMISD guidelines regardless of instructional setting. Students who choose to learn virtually will be allowed to attend scheduled practices and events before or after school with permission of the coach, sponsor, or campus administrator. Students who choose to learn virtually and who are enrolled in school day classes that are tied to extracurricular participation will continue to be enrolled in the class. Coaches and sponsors will provide instruction for these students remotely in preparation for participation in before/after school practices and events. For example, a student learning at home who is enrolled in the football class period will meet virtually with coaches during that class period each day and attend practice before/after school. No transportation to or from before/after school practices or activities will be provided. When possible, secondary school events, clubs, and meetings will be conducted virtually. Health and safety protocols will be followed at all district sponsored events and activities. All UIL eligibility requirements will continue to be in place and followed. Parents and students choosing the remote learning option will need to communicate with the appropriate campus staff (band director, athletic coach, cheer coach, etc.) of their intention to participate.

Online Resources

- ❖ **Handwashing COVID 19 Updates** <https://www.cdc.gov/handwashing/index.html>
- ❖ **CDC - School Decision-Making Tool for Parents, Caregivers and Guardians** <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/decision-tool.html>
- ❖ **CDC - Schools and Childcare Programs** <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>
- ❖ **Coping With Stress During Infectious Disease Outbreaks** <https://drive.google.com/file/d/17tSnbURM9JQW3cdCcKXAYhTcubsHIsMn/view>
- ❖ **COVID-19: How to Talk to Your Child** <https://kidshealth.org/en/parents/coronavirus-how-talk-child.html?view=ptr&WT.ac=p-ptr>
- ❖ **Family Resilience Guide** <https://resiliencegide.org/>
- ❖ **Protecting Your Kids Online: Tip Sheet** <https://drive.google.com/file/d/1Akysb1zMJVjCFFKqjHkiUwZmpQDdb86X/view>
- ❖ **Texas Department of State Health Services COVID-19 Information** <https://www.dshs.texas.gov/coronavirus/>
- ❖ **Texas Education Agency COVID-19 Support and Guidance** <https://tea.texas.gov/texas-schools/health-safety-discipline/covid/coronavirus-covid-19-support-and-guidance>

COVID-19 ATTESTATION FORM

Texas Education Agency (TEA) Public Health Guidance requires school systems to screen all visitors to determine if the visitors have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19. Additionally, school systems must screen to determine if visitors have had close contact with an individual who is lab-confirmed with COVID-19.

Form will be completed every Monday morning.

Name: _____

Date: _____ Time: _____

In the past 24 hours, have you experienced:

A fever of 100.0° or above (or felt feverish)
Loss of taste or smell
Cough
Difficulty breathing
Shortness of breath
Headache
Fatigue
Chills
Sore or scratchy throat
Runny nose
Shaking or exaggerated shivering
Significant muscle pain or ache
Diarrhea
YES <input type="checkbox"/> NO <input type="checkbox"/>

In the past 14 days, have you:

Been diagnosed with COVID-19 through a lab-confirmed test
Had close contact with a lab-confirmed case
Had household contact with a lab-confirmed case
YES <input type="checkbox"/> NO <input type="checkbox"/>

I attest that my responses given above are true and accurate to the best of my knowledge.

Signature: _____

7.29.20



SANTA MARIA ISD 2020-2021 ACADEMIC CALENDAR



August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	(7)	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	(19)	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	(7)	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Inservice Days
Staff Work Days
Holidays
EOC/STAAR/ STAAR Make-Up Exams
Additional Days School Year (PK-5th)
Early Release Days
Elementary - 12:30 pm Secondary - 1:00 pm

Graduation

Graduation Day - June 18, 2021

Important Dates

August 31, 2020 First Day for Staff
September 7, 2020 First day for Students
June 17, 2021 Last Day for Students
June 18, 2021 Last Day for Staff

Grading Periods

First Semester = 90 Second Semester = 90
Sept. 7 - Oct. 16 (30 Days) Feb. 1 - Mar. 12 (29 Days)
Oct. 19 - Dec. 4 (30 Days) Mar. 22 - Apr. 30 (28 Days)
Dec. 7 - Jan. 29 (30 Days) May 3 - June 17 (33 Days)

Total School Days 180

Weather Make-Up Days

February 8, 2021
April 5, 2021

Total Minutes

PK3: (AM) 45,900 PK3: (PM) 36,360
Elementary: 82,260 Secondary: 87,660

Holidays

Thanksgiving - November 23-27, 2020
Christmas/New Years - Dec. 21 - Jan. 1, 2021
Holiday - February 8, 2021
Spring Break - March 15-19, 2021
Easter Break - April 2 & 5, 2021
Memorial Day - May 31, 2021

Food of Minimal Nutritional Value

Friday, October 30, 2020
Friday, December 18, 2020
Thursday, June 17, 2021

February 2021						
S	M	T	W	T	F	S
	(1)	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	(22)	23	24	25	26	27
28	29	30	31			

April 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
S	M	T	W	T	F	S
						1
2	(3)	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Board Approved - August 12, 2020

SMISD 2020-2021 Pre-Kindergarten – 2nd Grade School Supply List

- ❖ 5 folders with pockets & brads - 1 red, 1 purple, 1 blue, 1 yellow, 1 green 1 orange (plastic preferred)
- ❖ 2 composition notebooks
- ❖ 1 pkg of pencils (12 pack, #2 wooden)
- ❖ 2 pkgs of crayons (24 pack)
- ❖ 1 pkg of washable markers (8 pack, broad tip, classic colors)
- ❖ 12 glue sticks
- ❖ 1 bottle of Elmer's glue
- ❖ 1 pair of scissors (blunt tip, Fiskars brand recommended)
- ❖ Headphones (that cover ears/no earbuds please)
- ❖ 1 supply box (plastic preferred)
- ❖ 1 box of tissues
- ❖ 1 backpack (no wheels) – large enough to accommodate folders
- ❖ Face mask or face shield (recommended to purchase 5)
- ❖ Water bottle or thermos

Items needed once in-person instruction begins.

Supplies will need to be replenished during the school year.

SMISD 2020-2021 2nd Grade – 5th Grade School Supply List

- ❖ 5 folders with pockets & brads - 1 red, 1 purple, 1 blue, 1 yellow, 1 green 1 orange (plastic preferred)
- ❖ 4 composition notebooks
- ❖ 1 pkg of pencils (12 pack, #2 wooden)
- ❖ 2 pkgs of colored pencils
- ❖ 1 pkg of erasers (Pink pearl or Pencil toppers)
- ❖ 2 pkg of notebook paper (100 wide-ruled sheets)
- ❖ 1 pkg of markers (8 pack, broad tip, classic colors)
- ❖ 6 glue sticks
- ❖ 1 pair of scissors (blunt tip, Fiskars brand recommended)
- ❖ Headphones (that cover ears/no earbuds please)
- ❖ 1 zipper pencil bag
- ❖ 1 box of tissues
- ❖ 1 backpack (no wheels) – large enough to accommodate folders
- ❖ Face mask or face shield (recommended to purchase 5)
- ❖ Water bottle or thermos
- ❖ Hand Sanitizer (at least 60% alcohol based, no methanol)
- ❖ Notecards (3.5 x 5)
- ❖ 2 Dry Erase Markers-any color
- ❖ 1 Ziploc Baggies

Items needed once in-person instruction begins.

Supplies will need to be replenished during the school year.

SMISD 2020-2021 6th Grade – 12th Grade School Supply List

- ❖ 5 folders with pockets & brads - 1 red, 1 purple, 1 blue, 1 yellow, 1 green 1 orange (plastic preferred)
- ❖ 5 composition notebooks
- ❖ 2 pkg of pencils (12 pack, #2 wooden)
- ❖ 2 pkgs of colored pencils)
- ❖ 2 pkg of notebook paper (100 wide-ruled sheets)
- ❖ 4 glue sticks
- ❖ 2 Binders that are one inch
- ❖ Headphones (that cover ears/no earbuds please)
- ❖ Face mask or face shield (recommended to purchase 5 (no bandanas, inappropriate advertisement, inappropriate words, symbols, etc.)
- ❖ Water bottle or thermos (campus may have specific guidelines)

*****Teachers may request course-specific supplies**

Frequently Asked Questions

Q. When does school start?

A. The first day of school is Monday, September 7, 2020.

Q. What is the plan?

A. All students will have an option of face-to-face or virtual instruction. Once a selection is made, students must remain in that learning environment for the entire week. If a student would like to switch, a request to change an instructional setting must be provided at least one calendar days prior to the end of the week. An email must be sent to the principal.

Q. Will my child have to wear a mask to school?

A. Schools are required to comply with the Governor's Executive Order regarding the wearing of masks. Students in 1st-12th grade will wear face coverings on buses, hallways, common areas, and when social distancing is not feasible, including in classrooms, to the extent it is developmentally appropriate. This applies to both school (indoor and outdoor) and bus settings. It is recommended that students in Head Start, pre-k and kindergarten wear face coverings in the hallways, in common areas, and during arrival and dismissal.

Q. Can my child change his/her mind about face-to-face instruction or remote instruction after school starts?

A. Once a selection is made, the student must remain in that learning environment through the end of the week. Elementary grading periods are six weeks, and secondary grading periods are six weeks. A request to change an instructional setting must be provided at least one calendar days prior to the end of the week. An email must be sent to the principal.

Q. If my child chooses the remote learning option, can he/she still participate in extracurricular activities?

A. Students will be allowed to participate in extracurricular activities in keeping with TEA, UIL and SMISD guidelines regardless of instructional setting. Students who choose to learn virtually will be allowed to attend practices and events before or after school with permission of the coach, sponsor, or campus administrator.

Q. Will technology be available to students who choose the remote learning option?

A. Yes. All students will be issued Chromebooks, if necessary. Elementary students who choose the remote learning option may use a personal device from home (no cell phones) or request a Chromebook from his or her campus. However, students who choose the remote learning option must have a reliable internet connection at home.

Frequently Asked Questions(cont.)

Q. Will temperature checks and health screenings be done at school each day?

A. Yes. It will be the responsibility of parents to screen their child daily before they arrive at school. Parents should check their child's temperature and check for symptoms listed on the SMISD Health Attestation Form provided in the 2020-2021 COVID Plan.

Q. How will students who choose remote learning be graded?

A. Since students will be provided the same content, instruction, assignments and assessments, grading practices will be the same for all students. Due dates for assignments will be the same for all students. Teachers will grade work and assess progress based on district guidelines. Grades will be recorded in PEIMS, and SMISD policies regarding late work and retesting opportunities will be followed. Parents are strongly encouraged to review their child's grades in PEIMS Parent Portal and communicate with their child's teacher about any questions or concerns.

Q. How will teachers take attendance for students who are at home?

A. Student who choose remote instruction will be expected to follow their class schedule live (synchronously) with the rest of the students who are receiving face-to-face instruction. Students who are joining the class virtually must show their face (no avatars) throughout the entire class period, and teachers will take attendance the same way they take attendance for students who are in class. Students must attend class 90 percent of the time the class is offered in order to receive credit for the course.

Q. What happens if a student at my child's school tests positive for COVID-19?

A. If a student tests positive at a campus, students and staff will be removed from any classroom(s) the infected individual was in. All classrooms and common areas the infected individual has been in since the date of infection will be thoroughly cleaned and disinfected. The Local Health Department will work with the campus to inform all parents that there is a confirmed case. The district will work with the health department to do contact tracing and inform all students who have been in close contact with the individual. Close contact is defined as any individual who has been within 6 feet of an infected individual without a mask for 15 consecutive minutes or more. Students who are determined to be close contacts should contact their physician for further guidance.

Q. What do I do if I think my child has COVID-19?

A. If you think your child has COVID-19, do not send him or her to school. Contact your child's school, and inform the attendance clerk of the absence. Contact your child's physician for further guidance.

Frequently Asked Questions (cont.)

Q. What happens if my child's school is forced to close down for COVID-19?

A. All curriculum for the 2020-2021 school year is designed for face-to-face instruction and remote instruction. If a school is forced to close due to COVID-19, all face-to-face students will transition to remote instruction. At this time, SMISD estimates that enough devices are available to accommodate students who do not have a personal device at home. Additionally, WI-FI Accessibility Devices would be available on a case by case for families who do not have internet access.

Q. Will meals be provided for students who choose the remote learning option?

A. Yes. Meals will be available to students who choose face-to-face and remote instruction. The distribution of meals to students who choose remote instruction will, most likely, be distributed through a "Grab & Go" process at designated school sites similar to the summer feeding program. The distribution process will be communicated through the SMISD website and social media pages.

Tony Gonzalez Elementary

Pre-K – 2nd Grade – Asynchronous Instruction: Offers a combination of synchronous and asynchronous instruction that is age-appropriate. In addition, it offers live small groups for some students and independent practice for other students.

3rd- 5th Grade Synchronous Instruction

Synchronous- Live face-to-face with the teacher will be recorded for students to access in Google Classroom.

Asynchronous - Independent learning for asynchronous students.

3 rd - 5 th Core Classes	<p>Teacher-Student interactions on a daily basis will be needed, this includes direct instruction, group work, independent practice, and assessment. Instruction will be recorded for students to access later, if needed. Teachers will provide this information to students. Students will:</p> <ul style="list-style-type: none"> • Follow the assigned schedule from 8:00 am to 3:30 pm and be engaged with daily face-to-face instruction. • Teachers are expected to engage students in a bell-to-bell schedule same as traditional classroom teaching. • Complete assignments on Google Classroom in order to show daily progress. Teachers will provide feedback on student progress. • Be available for designated tutorials and intervention from teacher recommendation.
3 rd – 5 th Labs	Students will be offered synchronous instruction through Google Classroom. Teachers are expected to engage students in a bell to bell schedule same as traditional classroom teaching.
3 rd -5 th PE	Students will be offered synchronous instruction through Google Classroom. Teachers are expected to engage students in a bell to bell schedule same as traditional classroom teaching.
3 rd – 5 th STEAM	Students will be offered synchronous instruction through Google Classroom. Teachers are expected to engage students in a bell to bell schedule same as traditional classroom teaching.

Tony Gonzalez Bell Schedule			
Elementary students will follow their individual daily schedule.			
Pre-K 3 and Pre-K 4		Kindergarten – 5 th Grade	
1 st Period	8:00 a.m.- 8:30 a.m.	1 st Period	8:00 a.m.- 8:30 a.m.
2 nd Period	8:30 a.m.- 9:15 a.m.	2 nd Period	8:30 a.m.- 9:15 a.m.
3 rd Period	9:15 a.m.- 10:00 a.m.	3 rd Period	9:15 a.m.- 10:00 a.m.
4 th Period	10:00 a.m.- 10:45 a.m.	4 th Period	10:00 a.m.- 11:00 a.m.
Lunch	10:45 a.m.- 11:15 p.m.	Lunch	11:00 a.m.- 11:30 p.m.
6 th Period	11:15 p.m.-11:45 p.m.	6 th Period	11:30 p.m.-12:00 p.m.
7 th Period	11:45 p.m.- 12:30 p.m.	7 th Period	12:00 p.m.- 12:40 p.m.
8 th Period	12:30 p.m.- 1:15 p.m.	8 th Period	12:40 p.m.- 1:20 p.m.
9 th Period	1:15 p.m.- 1:45 p.m.	9 th Period	1:20 p.m.- 2:00 p.m.
10 th Period	2:00 p.m. -2:45 p.m.	10 th Period	2:00 p.m. -2:40 p.m.
11 th Period	2:45 p.m. -3:30 p.m.	11 th Period	2:40 p.m. -3:30 p.m.

Santa Maria Middle School

6th- 8th Grade Schedule

Synchronous- Live face-to-face instruction at school. Classes will be recorded for students to access in Google Classroom.

Asynchronous - Independent learning for asynchronous students.

Traditional and Remote Learning

Middle School Schedule	
Middle School students will follow their individual daily schedule.	
1st Period	8:00 a.m.- 8:48 a.m.
2nd Period	8:50 a.m.- 9:38 a.m.
3rd Period	9:40 a.m.- 10:28 a.m.
4th Period	10:30 a.m.- 11:18 a.m.
5th Period	11:20 a.m.- 12:08 p.m.
Lunch	12:08 p.m.-12:38 p.m.
6th Period	12:40 p.m.- 1:28 p.m.
7th Period	1:30 p.m.- 2:18 p.m.
8th Period	2:20 p.m.- 3:08 p.m.
9 th Period	3:10 p.m. -4:00 p.m.

<u>Core Classes</u>	<ul style="list-style-type: none"> Daily teacher-student interactions are expected via direct instruction, group work, independent practice and/or assessments. Students will be given this information from their teachers by: <ul style="list-style-type: none"> Engaging in the classroom through face-to-face instruction Completing assignments on Google Classroom. Attending tutorials Teachers are expected to engage students in a bell to bell schedule same as traditional classroom teaching.
<u>Band/ Art / STEM</u> <u>PE/ Athletics</u>	Students will be offered synchronous instruction through Google Classroom. Teachers are expected to engage students in a bell to bell schedule same as traditional classroom teaching.
<u>SPED/ 504/ RTI/ G.T</u>	Accommodations will be provided as designated on their designated IEP's and documentation.

Santa Maria High School

9th- 12th Grade Schedule

Synchronous- Live face-to-face instruction at school. Classes will be recorded for students to access in Google Classroom

Asynchronous – Independent learning for asynchronous students.

9 th -12 th CORE, LOTE (Language Other Than English), and ELECTIVES	<p>There will be daily teacher-student interactions, which include direct instruction, group work, independent practice, and/or assessments aligned with TEKS. These will also be recorded for students to access later if needed. Pre-AP, Advanced Placement, and Dual Credit courses will follow the same requirements.</p> <p>Students will:</p> <ol style="list-style-type: none"> 1. Follow their assigned schedule. 2. Students will follow their traditional schedule from 8:00 a.m. to 4:00 p.m. 3. Teachers are expected to engage students in a bell to bell schedule same as traditional classroom teaching. 4. Show progress and complete assignments daily as assigned by teacher on Google Classroom where teachers will provide feedback. 5. Be available for tutorials and intervention as determined by teacher.
Dual Credit	Students will follow their assigned course schedule which will include their dual credit courses. UTPB and Texas Southmost College courses will be online.
9 th -12 th Band & Athletics	Parents and students will be notified of any on-campus requirements ahead of time so that parents may have the option to select courses that are solely completed remotely if desired. District transportation will not be available.
Career & Technical Education (CTE)	<p>CTE courses require the practice and attainment of essential job related skills that require in-person instruction at times to ensure student understanding and practice. Courses that may require portions of the course to be taught in-person include: Agriculture Mechanics and Metal Tech and Agriculture Equipment and Design. Parents and students will be notified when students need to fulfill on-campus requirements to practice/assess a skill. District transportation will not be available.</p> <p>Dual credit CTE classes provided through TSTC or South Texas Training will be on-line. Classes with South Texas Training may require in-person demonstrations towards the end of the course. Parents and students will be notified of any on-campus requirements. District transportation will not be available.</p>
	Our counselor will continue to work closely with our teachers to:

Counseling
Services

1. Assist with Social and Emotional Learning as needed.
2. Provide information on graduation, post-secondary opportunities, FAFSA, etc., via text and/or email.
3. Provide access to Career, College, and Military Readiness opportunities to support future-ready learning and planning.
4. Be available to meet with students receiving remote instruction via phone or Google Meets with parent consent as needed.
5. Provide current information regarding mental health and community services for students, families, and staff as needed.
6. Be available to listen or offer support for every student. Students can contact the counselor by calling the campus (956) 565-9144 or by email (ireneperez@smisd.net).

High School Remote Learning Schedule:

High School Students will follow their individual daily schedule.

High School Schedule	
1st Period	8:00 a.m.- 8:50 a.m.
2nd Period	8:55 a.m.- 9:45 a.m.
3rd Period	9:50 a.m.- 10:40 a.m.
4th Period	10:45 a.m.- 11:35 a.m.
5th Period	11:40 a.m.- 12:40 p.m.
Lunch	12:40 p.m.- 1:10 p.m.
6th Period	1:15 p.m.- 2:05 p.m.
7th Period	2:10 p.m.- 3:00 p.m.
8th Period	3:05 p.m.- 4:00 p.m.

Administration

Martin Cuellar	Superintendent of Schools
Salvador Acosta	Federal Programs Director
Rene Salinas	Student Services Coordinator
Enrique Cuellar	Business Manager
Elizabeth A. Stenhouse	HR Specialist

Campus Leadership Team

Jose Vela	HS Principal
Gloria Saenz	HS Instructional Facilitator
Irene Perez	HS Counselor
Nora Jimenez	HS Gear-Up Counselor
Doralee Rivera-Munoz	MS Principal
Lizette Marroquin	MS Instructional Facilitator
Jay Viera	TGE Principal
Maria Gaby Monreal	TGE Instructional Facilitator
Michelle Villalpando	TGE Counselor

Board of Trustees

Adolfo Hinojosa	Board President
Oralia Ortiz	Board Vice-President
Miguel Zavala	Board Secretary
Noe Aleman	Board Member
Consuelo De La Rosa	Board Member
Ramaldo Rivera Jr.	Board Member
Francisco Gonzalez Jr.	Board Member

Special Thanks

Educators, Support Staff, Office Staff, Business Office, Human Resources,
Custodial/Maintenance/Transportation Department & Child Nutrition Department

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