

## EFWMA Return to In-Person Instruction and Continuity of Services Plan (RIPICS)

Changes to the public health situation over the course of the school year may necessitate changes to this guidance. Check the district website for detailed information.

**Survey link - [Survey Link - 5/22](#) - Please complete by Friday June 3rd, 22, the class with the most completed survey wins a load of goodies.**

Survey Link - [Survey Link 1/22](#)

Survey Link - [Survey Link 9/22](#)

### Introduction and District Priorities

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.

- Public Health and Safety
- Instructional Continuity
- Equity
- Communication

As the public health crisis continues, planning for the 2021-2022 has been one of our priorities, with a focus on health, safety and well-being of our staff, students and community. *We will also make changes to this plan for the 2022-2023 school year to ensure health and safety for our school community.*

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

The situation with COVID-19 is continuously changing, as are the protocols and measures needed to keep students and staff safe. Our plans will remain flexible to accommodate potential changes and our guidelines will be modified as needed. When adjustments are necessary during the school year, it will be our priority to keep the community informed of changes and updates. Our website will provide the most up-to-date information. *COVID 19 is not gone, however, it is best we plan ahead for severe cold and flu seasons to ensure our community stays healthy and safe.*

### STAKEHOLDER INPUT

EFWMA Stakeholders have been allowed opportunities to provide feedback as we plan our return to school. Every quarter the SBDM will review and give input on the plan.

Date	Stakeholders Input	Data Reviewed at board meeting
May	Online survey, QR code and public request during Pre-K graduation and awards and regular graduation and awards	May 2021
April - May 2021	Staff Needs Assessment	July 13, 2021
February 21, 22	Parent Survey	March 9, 2021

May 26 - Jun 2, 2022	Parent Survey	June 28th, 2022
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**Fall 2021: Instructional Information for Families as we address procedures for face to face learning.**

As we return to school August 16th, 2021 for in-person learning for all students, EFWMA is implementing safety procedures for the safety of students, staff and community. We ask parents to be patient and adhere to these simple but important systems.

**FACE-TO-FACE LEARNING**

In the fall, all students and teachers will resume in-person learning, five days a week. Additional measures have been implemented, aligned to the state and federal guidelines for all of our continued safety. measures in alignment with state and federal guidelines and recommendations.

- Teachers will provide face-to-face instruction
- The Social Emotional Learning Facilitator will provide lessons in the classroom and provide small group coping classes as documented in the students MTSS individualized learning folder. (This will be continued through the 2022-2023 school year)
- Students and Staff can choose to wear face coverings. However Pre-K - 1st grade teachers will be strongly recommended to wear face shields for students to acquire the correct annunciation of letters and sounds.
- Students with refillable water bottles are allowed to refill from the water stations. (This will be continued through the 2022-2023 school year)
- All students must acquire a pass from the mitigation specialist. If there are no passess the student must return to class to minimize the amount of class time wasted. ( Added bathrooms will mitigate the amount of time wasted with students waiting to use the restroom. Students will be required to get the hanging pass to eliminate wasted time)
- All classroom suites will have a thermometer to check temperatures ( Temperatures checks were done during drop off and students were sent to the front office for temp checks to prevent less disruptions in the classrooms)
- Handwashing stations should be used more frequently than hand sanitizer stations (This will be continued through the 2022-2023 school year)
- Students with masks can wash and peg their masks out to dry and older students can steam their masks during designated times
- The Front Office Secretary will decide whether a student should be sent home or rest in the sick bay area using the CDC guidelines as a barometer. The teacher will be notified of the student's temperature check as soon as possible. (This will be continued through the 2022-2023 school year)
- The mitigation specialist will consistently wipe down high traffic areas and clean bathrooms to help stop the spread of germs and keep everyone healthy and at school. (This will be continued through the 2022-2023 school year)
- EFWMA will remain a close campus to visitors except if visitation is to present workshops or academics or school business. (This will be continued through the 2022-2023 school year)
- Parents requesting to observe their child's class or have lunch with their child will submit a request a week in advance. The time limit to observe and eat lunch with their child will be 30 minutes. (This will be continued through the 2022-2023 school year)

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► State law TEC §25.092 and TCSD Policy FEC (Local) and (Legal) require students to attend at least 90% of their classes to receive credit and be promoted.

### **Special Education Support**

The ARD Committee will determine the unique needs of receiving services. The committee will make service recommendations for students. Based on the students progress data, the SPED teacher will closely monitor the progress of the student and make recommendations to reconvene if need be to ensure the students needs are being met and he/she is able to meet their goals on their IEP.

### **Return to School Protocols**

Due to the unpredictability of COVID, it will be important for all of us to stay vigilant and flexible as we seek to implement what has been recommended protocols from the health and safety departments, CDC, and TEA. At a moment's notice we may have to quickly transfer to online learning for the following day. We can not anticipate every situation, nor can the health guidelines, but we have implemented safety features to support health and safety for all. The district will comply with applicable federal and state employment and disability laws, workplace safety standards and accessibility standards to address individual needs.

School year 2022-2023, EFWMA urges parents to keep sick children home from school to eliminate the spread of flu, strep throat, covid 19, monkey poks, etc... If our ratio of staff to students is very high due to an increase in staff calling in sick, EFWMA will have to close down for cleaning and mitigation and for the safety of the school community.

### **Preparation for the Opening of School**

EFWMA will ensure all staff, resources and supplies are prepared for re-opening, including cleaning supplies, schedule for cleaning, PPE, and protocols to hang in every classroom. (This will be continued through the 2022-2023 school year) In addition, EFWMA requests parents buy school supplies for home and send to school a pencil case which holds school supplies for their child. The pencil case will be kept at school in the child's cubby or sitting area.

### **Training**

In August, teachers will receive hand on training on the sanitization process and safety procedures. On the first day all students will meet in the gym to discuss safety protocols, school wide systems, hygiene, and procedures. Students experiencing symptoms should notify their teacher immediately and they should be sent to the sick bay area. (This will be continued through the 2022-2023 school year) At the beginning of School Year 2022-2023 staff will receive training on our sanitization process and ALL safety procedures including our Emergency Response Drill and Safety Awareness. EFWMA follows training and procedures from "I love You Guys", consults with a Tactical agency, and two higher level officers.

### **Parent**

Parents are asked to talk to their students about COVID-19 symptoms and prevention strategies. Parents are required to read the re-opening plans - [RIPICS Plan](#) and are encouraged to ask questions during town hall meetings. Parents will be notified of the updated school systems in place for safety. Town Hall Meeting will be held at all end of year school events May 2022

### **Teacher/Staff**

>Teachers will attend on campus training and develop classroom procedures consistent with TEA, District and CDC guidance.

>All staff will be trained on COVID screening, identification of symptoms,

prevention of spread, and sanitation of work areas.

> All staff will stay vigilant with monitoring students that exhibit symptoms and will be required to notify the front office if a student is showing symptoms. (This will be continued through the 2022-2023 school year)

### Extracurriculars

All extracurricular practices and contests will be conducted following safety protocol provided by guidance from CDC, TCSD, UIL and TEA. (This will be continued through the 2022-2023 school year)

### Instructional Roles & Learning Tools

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.

### Returning to School Academic Environment Preparation for Learning

<b>Student</b>	<ul style="list-style-type: none"><li>• Be prepared for learning each day by ensuring you are organized the night before.</li><li>• Show preparedness for learning by submitting complete assignments in a timely manner</li><li>• <b>Kinder - Second Grade students are expected to have personal pencil cases for supplies for school and another set for home and a Sturdy drawstring bag. BIG BAGS WILL NOT BE ALLOWED</b></li><li>• <b>Pre- K and Kinder students who nap should ONLY bring airline style blankets. ALL other blankets, throws, quilts will NOT be allowed.</b></li><li>• <b>Third - Fifth grade students are expected to have a personal pencil case for school and supplies at home. Extra pencils should be kept in a medium sized backpack that fits under their chair. Large and extra large backpacks will NOT be allowed. Extra pencils can be bought at school.</b></li></ul>
<b>Parents</b>	<ul style="list-style-type: none"><li>• Attend a Parent Portal Workshop to guide you on accessing your child's academic progress.</li><li>• Create a great place in your home for your child to complete their assignments</li><li>• Become engaged by using encouraging words of effort and affirmations.</li><li>• Attend Meet the teacher night which is set aside to be an individualized parent/teacher meeting to create an individual plan for your child's Engagement and Academic growth for each Nine Weeks</li><li>• Attend Nine Weeks Meetings to monitor progress of your child's growth.</li><li>• Support your child with time management and revise expectations or goals</li><li>• <b>Bring your child to school on time</b></li><li>• <b>Be courteous to our students and your child's teacher</b></li><li>• <b>Provide school supplies</b></li><li>• <b>Stay informed and engaged</b></li><li>• <b>Provide the school with updated contact information in case of an emergency.EFWMA will communicate with parents via SMS text or a robocall to disseminate information in a timely manner.</b></li><li>• <b>Complete a request to observe or eat with your child a week in</b></li></ul>

	<p>advance</p> <ul style="list-style-type: none"> <li>• No weapons on school grounds, taking pictures of other students are not allowed, and conferencing with the teacher during your personal observation times is prohibited.</li> </ul>
<b>Teacher</b>	<ul style="list-style-type: none"> <li>• Attend all DDI Meetings to plan and model high leverage standards for classroom instruction.</li> <li>• Utilize the district curriculum documents, documentation platforms, complete all parts of the lesson plan and follow the scope and sequence created.</li> <li>• Document all data information and MTSS plans in AWARE</li> <li>• Keep a running disaggregated record of your Data on the school provided template</li> <li>• Be aware of excessive absences.</li> <li>• Model our health and safety practices often</li> <li>• Stay engaged and informed</li> </ul>

### Learning and Teaching Expectations

<b>Student</b>	<ul style="list-style-type: none"> <li>• Attend classes and give your best efforts in your school assignments.</li> <li>• Be organized in your work and in getting projects completed.</li> <li>• Ask questions and communicate with your teacher.</li> <li>• Be aware of what you are learning each day.</li> <li>• Become familiar with the structure of Google Classroom and how your teacher organizes information.</li> <li>• Practice digital citizenship.</li> <li>• Attend intervention/tutorial sessions as assigned. This will be established by your teacher and the intervention team..</li> </ul>
<b>Parents</b>	<ul style="list-style-type: none"> <li>• Access Ascend Parent Portal (grades 1-5th) to view student grades.</li> <li>• Check in with your child(ren) to monitor completion of homework and assignments.</li> <li>• Be familiar with the EFWMA Return to School Plan it details our systems and procedures. Keeping in mind that information is subject to change as directives are provided by governing authorities and/or health officials or as environmental conditions change.</li> <li>• Facilitate academic support and encouragement as a learning partner to motivate and guide your child throughout the school year.</li> <li>• Maintain communication with your child's teacher by Remind App, email and/or online zoom meetings which will be recorded to create a learning partnership.</li> <li>• Help your child own their learning.</li> <li>• Provide support and encouragement and expect your children to do their part.</li> <li>• Seek first to understand a situation before overwhelming the process</li> <li>• Follow the chain of command</li> </ul>

<b>Teachers</b>	<ul style="list-style-type: none"> <li>• Teach students how to access learning materials through Google Classroom, your classroom sections, and where to find their grades.</li> <li>• Manage online resources to provide consistency and routines for students.</li> <li>• Provide clear learning goals for students everyday..</li> <li>• Follow the expectations established across the district for Google Classroom.</li> <li>• Check student assignments in a timely manner and give feedback in verbal or written form regularly to provide next steps or necessary academic intervention/extension.</li> <li>• Post grades in a timely manner according to district grading guidelines. It is valuable information for the students and their parents</li> <li>• Classroom teachers - provide intervention or tutorial sessions as needed.</li> <li>• Interventionists - provide intervention to align with campus schedules and/or individual education plans.</li> <li>• Follow student IEPs / 504 accommodations.</li> <li>• Provide services for ESL and Gifted learners.</li> <li>• Use data to pinpoint students' specific needs for enrichment and intervention.</li> <li>• Monitor student progress with fidelity according to EFWMA Data policy. (Mrs. Moak)</li> </ul>
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#### Mental Health, Social Emotional Learning

<b>Students</b>	<ul style="list-style-type: none"> <li>• Participate in, and be open to, Social Emotional curriculum provided in class</li> <li>• Seek guidance from a trusted adult when feeling anxious or struggling with feelings of depression</li> <li>• Request a meeting with the SEL coordinator</li> <li>• <b>Practice using your SEL skills in your come down area</b></li> <li>• <b>See Something, Say Something - <u>Behavior Reporting and Bullying Form</u></b></li> </ul>
<b>Parents</b>	<ul style="list-style-type: none"> <li>• Maintain open lines of communication and listen without judgment.</li> <li>• Communicate with school personnel if you need help or support for your child.</li> <li>• <b>Contact the SEL Facilitator on concerns and abnormal behaviors -<u>Behavior Report/Bullying Form</u></b></li> </ul>
<b>SEL Facilitator</b>	<ul style="list-style-type: none"> <li>• Provide engaging Social Emotional lessons per campus policy</li> <li>• Watch for warning signs for mental health struggles.</li> <li>• Follow your created SEL intake plan</li> <li>• All concerns should be documented in Primrose. Urgent concerns should be documented in Primrose and brought to the attention of the administration and parents</li> <li>• Attend and participate in professional learning.</li> </ul>

**Support for Staff and Students**

<p><b>SEL Support</b></p>	<ul style="list-style-type: none"> <li>• Create a safe and inclusive environment for learning SEL Curriculum embedded in the school day</li> <li>• Share lessons on bullying prevention, suicide prevention, child abuse prevention,</li> <li>• Inform parents and the community of your certifications and how you can support the process.</li> <li>• Certified school SEL facilitator on campus</li> <li>• Engaged in the Multi Tiered System of Support for students</li> <li>• Kindness initiatives For students - Substance abuse awareness campaigns - Red Ribbon Week, DARE,</li> </ul>
<p><b>Academic Acceleration and MTSS</b></p>	<ul style="list-style-type: none"> <li>• Reading intervention grades K-5</li> <li>• Math intervention grades K-5</li> <li>• Writing intervention grade 4</li> <li>• Science intervention grade 5</li> </ul> <p><b>Decision Matrix for MTSS</b></p> <pre> graph TD     A[Did the student perform satisfactorily on STAAR?] -- Yes --&gt; B[No Action Required]     A -- No --&gt; C[Acceleration Required 30 hours per subject]     C --&gt; D[/Is Students in 3rd, 5th, 8th grade? Math or Reading/]     D -- Yes --&gt; E[ALC Required]     D -- No --&gt; F[NO ALC Required]     </pre> <p><b>Multi-Tiered Support System Committee:</b></p> <ul style="list-style-type: none"> <li>• Administrator</li> <li>• </li> <li>• SEL Facilitator</li> <li>• ESL Coordinator/Interventionist Coordinator</li> <li>• SPED Teacher</li> <li>• GT Teacher</li> <li>• Teacher</li> <li>• Interventionists</li> <li>• Parent</li> <li>• Student (sometimes)</li> </ul>

<b>Special Education</b>	ARD Committees will determine the unique needs of students who receive special education services and will make service recommendations for students. Progress will be carefully monitored and ARD Committees will convene as needed to make appropriate recommendations to meet individual student needs. This will ensure continued growth in the general education curriculum and on IEP goals and objectives.
<b>English Learners</b>	<ul style="list-style-type: none"> <li>• LPAC Committees will determine the unique needs of students who receive English Learner services and will make service recommendations for students.</li> <li>• Progress will be carefully monitored through TELPAS results, STAAR results, local assessments, and intervention progress monitoring.</li> </ul>
<b>504</b>	<ul style="list-style-type: none"> <li>• 504 Committees will determine the unique needs of students who receive services and will make service recommendations for students.</li> <li>• Progress will be carefully monitored through STAAR results, local assessments, universal screeners, and intervention progress monitoring</li> </ul>
<b>Dyslexia Services</b>	<ul style="list-style-type: none"> <li>• Students will receive support as outlined in the Texas Dyslexia Handbook.</li> <li>• Progress will be carefully monitored through STAAR results, local assessments, universal screeners, and intervention progress monitoring.</li> </ul>
<b>Gifted and Talented</b>	Students will receive support as outlined in the EFWMA Gifted & Talented handbook.



**Mitigation of Communicable Disease -** (This will be continued through the 2022-2023 school year)

A mitigation specialist will be hired to keep common areas and frequently touched areas stay clean. They will ensure restrooms and the dining hall are cleaned after use.

**Screening for Communicable Diseases, including Covid-19**

- All stakeholders should self-screen for communicable disease symptoms, including COVID-19 symptoms before coming onto campus each day. Stakeholders should not be on campus if they have symptoms of a communicable disease, including COVID-19.
- Stakeholders should not be on campus if they, or an immediate family member, is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until a physician releases them to return.
- Staff will monitor students and refer them to the front office if symptoms are present.

**Vaccinations**

Search [vaccines.gov](https://www.vaccines.gov), text your zip code to 438829, or call 1-800-232-0233 to find COVID-19 vaccine locations near you. EFWMA will adopt the Texas Workforce Commission guidance recommending that employers outside the healthcare industry do not adopt mandatory vaccination requirements for employees.

**Disinfecting and Hand Sanitizing**

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

**Hand Washing/Sanitizing Expectations**

- Hand sanitizer will be available at the main entry to the campus, outside stations, and the courtyard
- Staff and students will be expected to regularly wash or sanitize their hands.

**Disinfecting Expectations**

- Staff will have access to disinfectant solutions to sanitize high-touch and working surfaces and shared objects between uses.
- Teachers will ensure high-touch areas in the classroom are disinfected between classes. Each classroom will be outfitted with a cleaning solution that is not an irritant to the skin. All classrooms will be provided an elbow cleaning glove for safety

**Training**

- Students and Staff will participate in training specific to newly adopted health and safety protocols.
- Students and Staff will be trained on information about COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas

### **Protocols for Campus Cleaning and Disinfecting**

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.
- Dining hall will be disinfected between lunch periods.
- Staff will have access to disinfecting items to sanitize working surfaces, shared objects, and high-touch areas after use and during breaks in instruction.

#### **Restrooms/Water Fill Stations**

- Increased disinfecting will occur throughout the school day. Staff and students must wash hands with soap and water prior to exiting the bathroom. Proper handwashing techniques will be taught to all students and consistently reinforced.
- **Students are expected to bring their own reusable water bottle** for use throughout the day and will be expected to take water bottles home to be cleaned on a daily basis

#### **Common Areas**

- Classes/grade levels will sign up to reserve common areas.
- Campuses will develop schedules and follow protocols for the use of common areas, including how to sanitize the space between use.
- Elevators will be used only by students and staff with a physical impairment or the need to move large/heavy equipment.
- There will be procedures for students to sanitize their spaces before and after usage.
- All students and staff will be required to wash their hands or use alcohol-based hand sanitizer before entering the playground and upon exiting the playground.

### **Physical Distancing**

#### **General Expectations**

- Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
- EFWMA will plan for more frequent hand washing and/or hand sanitizing.
- The use of outdoor space for learning will be considered when possible.
- Desks will be assigned to students to decrease the spread of communicable viruses
- School Supplies are for individual use only and some supplies should be available at home for assignments.
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#### **Campus Visitors**

- If visitors have COVID-19 symptoms, or are lab confirmed with COVID-19, they must remain off campus until they meet the criteria for re-entry.
- Visitors will have access to hand washing and/or sanitizing stations and should utilize upon entering.
- All visitors entering the building are encouraged to wear face coverings if not fully vaccinated.

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- Adult Visitors who have school business are allowed beyond the vestibule when the host receives them for their meeting
- EFWMA will remain a close campus
- Parents requesting observation times or waiting to eat lunch with their child should complete the request a week in advance.
- Virtual tools may be used to conduct meetings such as PTA meetings, ARDs, LPAC, etc.