



TEXAS SERENITY ACADEMY CHARTER SCHOOL DISTRICT SAFE RETURN TO IN-PERSON INSTRUCTION AND CONTINUITY OF SERVICES PLAN 2021-2022

Introduction

Texas Serenity Academy Charter School District is committed to providing a safe working and learning environments for all teachers, employees, students, and visitors. Parents and families entrust the health and safety of their children to the care of this charter school district. Because of the on-going presence of the Coronavirus and COVID-19 in Houston and surrounding communities, these extra and necessary safety precautions must be instituted to protect the health and safety of our teachers, staff, students, and visitors. Every reasonable precaution will be taken in an effort to ensure that all staff, students, and visitors will be safe and secure while attending any school function or visiting any of our school facilities.

The measures adopted under this Coronavirus Safety Action Plan (CSAP) have been developed from safety guidance by experts on public health and infectious diseases from the U. S. Centers for Disease Control and Prevention (CDC) and the U. S. Dept. of Labor Occupational Safety and Health Administration (OSHA), the Texas Education Agency, the Texas Department of Health Services and the Texas Workforce Commission. The specific elements of the plan have been developed with the input of teachers and campus administrators and recommended by the Superintendent and the Human Resource Department. The goal of this CSAP is (1) to prevent the spread or transmission of COVID-19 at our campus and classrooms and (2) to mitigate or stop the spread of the disease should transmission occur.

The guidance in this document is authorized by Executive Order GA-38, which has the effect of state law under Section 418.012 of the Texas Government Code. Executive Order GA-38 provides TEA with the legal authority to publish requirements for the operation of public-school systems during the COVID-19 pandemic. This document takes effect immediately, replacing all prior guidance. TEA recommends that public school systems consult with their local public health authorities and local legal counsel before making final decisions regarding the implementation of this guidance.

An urgent and compelling public health necessity requires consistent adherence to the safety measures outlined in this CSAP. Full and complete compliance with the safety procedures are essential for ensuring everyone's safety and are therefore mandatory. Failure by any employee to comply with this policy will be grounds for employee discipline, up to and including possible termination of employment.

The Texas Education Agency recently announced the availability of \$11.2 billion in federal funding made available to school districts through ESSER III under the American Rescue Plan. This is a substantial sum of money, though amounts vary significantly from district to district. This page on our website will be used to communicate with our staff, parents, and community members about the ESSER III funds (ESSER stands for Elementary and Secondary Emergency Education Relief). These are federal funds sent to the states to help cover costs associated with learning loss due to COVID-19 and the cost of online instruction, facilities improvements, and the pandemic.

For Additional Information about ESSER III and Texas Serenity Academy's Safe Return to In-Person Instruction and Continuity of Services Plan please read the entire document.

The Texas Serenity Academy Charter School District is pleased to announce the start of the 2021-2022 school year which will begin August 23, 2021. The district will continue to implement health and safety protocols in accordance with the

latest Center for Disease Control and Prevention (CDC) Guidelines as the health and safety of all our students and staff is our number one priority. This Re-entry Plan serves as a guide for the community, students, faculty, and staff to familiarize themselves with the fall programs to close academic achievement gaps due to the COVID-19 slide that will continue through the 2021-2022 school year. Our intent is to maintain a rigorous and effective form of safe, in-person instruction throughout the school year.

Academic Programs

TSA will return to 100% face-to-face instruction for the 2021-2022 school year. The district firmly believes it has a strong instructional program to address the achievement of all students and will offer targeted acceleration programs to ensure the achievement gap due to COVID-19 is closed. In addition, the campus will continue to be thoroughly disinfected in accordance with health guidelines. The campus will also be equipped with the necessary disinfecting supplies and personal protective equipment (PPE) recommended by the CDC.

The district will offer Acceleration Learning Academies and tutorials throughout the school year that will focus on students who did not achieve a passing grade for the 2020-2021 school year. The academies will run so as to not conflict with the students regular daily CORE class schedule. This program will focus on math and reading acceleration.

Rigorous Structured Accelerated Learning Instructional Day

The school district will continue to offer a rigorous structured accelerated learning instructional day for all grade levels for the 2021-2022 school year. The hours for the daily instructional program will be made available at parent and student orientation prior to the first day of the 2021-2022 school year. The accelerated learning days and tutorials are Monday through Wednesday. Enrichment is Thursday through Friday. The accelerated and enrichment components addition provides both remediation and enrichment for all students. At the start of the school year, the school will send out an accelerated and enrichment calendar to all parents and guardians.

Middle School Tutorials

The middle school will offer targeted tutorials both during the day and after school for students who are in danger of failing, need STAAR remediation, and enrichment programs through the ESSER and ESSA grant program.

Elementary School Strategies

TSA may incorporate a Social-Emotional Learning (SEL) component in order to teach a universal social-emotional learning curriculum to students in Kindergarten through 5th grades. Teachers will deliver weekly lessons to students using this best-practice curriculum. The school counselors will integrate the topics and strategies into their class time lessons to strengthen the development of the students' social-emotional skills. In addition, the SEL will include a curriculum component for parents to practice the SEL lessons at home with their child. This evidence-based program will address the non-academic issues surrounding student success and wellness and aligns with Best Practices competencies. The lessons focus on critical topics faced by students every day and promote student engagement with their peers and teachers. This program aims to increase positive social behavior, decrease conduct issues, and improve academic performance. The SEL will be aligned with competencies that include:

- Self-Awareness: the ability to understand emotions, values, and personal goals.
- Self-Management: the skills and attitudes that help regulate emotions and behaviors.
- Social-Awareness: the ability to understand the backgrounds of different people and cultures and act with compassion and empathy toward others.
- Relationship Skills: the ability to establish and maintain healthy relationships and use communication skills to work collaboratively with others.
- Responsible Decision Making: the skills and attitudes necessary to make sound and healthy choices in daily living.

Safety Protocols

Before school building reopens for the 2021-2022 school year, employees, parents, students, and community members, the campus must be thoroughly sanitized, and all CDC guidelines, health protocols, and TEA health guidance protocols will be reviewed and implemented. The safety protocols include required and recommended protocols. Mitigation consists of both recommended and required practices to reduce likely spread inside the school buildings. Safety Protocols will be implemented for the face-to-face learning mode. No TSA LEA school protocols will supersede any mandates or regulations that conflict with Gov. Greg Abbott's mandates or the mandates of the TEA as these will be the controlling authorities for our safety protocols.

Additional Protocols from Gov. Greg Abbott

School Health Operations Requirements June 5, 2021:

The guidance in this document is authorized by Executive Order GA-34, which has the effect of state law under Section 418.012 of the Texas Government Code. Executive Order GA-34 provides TEA with the legal authority to publish requirements for the operation of public school systems during the COVID-19 pandemic. This document takes effect June 5, 2021, replacing all prior guidance.

TEA recommends that public school systems consult with their local public health authorities and local legal counsel before making final decisions regarding the implementation of this guidance.

This guidance addresses:

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

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

1. If an individual who has been in a school is test-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
2. Upon receipt of information that any teacher, staff member, student, or visitor at a school is test-confirmed to have COVID-19, the school must submit a report to the Texas Department of State Health Services via an online form. The report must be submitted each Monday for the prior seven days (Monday-Sunday).

Health and Hygiene Practices:

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

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

Note: Safety protocols are required and recommended practices:

- Required protocols will be in place to minimize the risks of exposure of COVID -19 for students, staff, and families. These protocols are considered the minimum level of implementation, and the TSA District may not be less restrictive.

- Recommended protocols are additional strategies that schools may choose to use to minimize the spread of COVID-19. Not all recommended practices will be possible in all settings, and therefore should be tailored based on campus layout and grade level served.

Entry Screening Protocols

All employees, students, parents, and essential visitors will undergo daily screenings conducted by screening monitors within each location. The following guidelines will be implemented to ensure effective screening at the start of the day and based on enrollment: 500 or less: 2 to 3 Monitors.

When asking individuals if they have symptoms of COVID-19, administrative staff or district nurses must only require the individual to provide a “yes” or “no” answer to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation. Additionally, as per TEA guidelines, school districts are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic. If the screening yields a “yes” response to any symptom questionnaire, the employee will be sent home, and a student will be escorted to a holding room until the parent or guardian is able to pick them up. If the employee or student tests positive, they will need to meet the criteria for re-entry.

All the questionnaires will be destroyed for the employee who has been cleared to re-enter the school building.

Students:

- Temperature checks and symptom questionnaires will be done in the morning, prior to entering the building.
- Students displaying symptoms will not be allowed to enter the classroom and will be escorted to the holding room which is not the Nurses station. This is designed to prevent cross contamination.

Faculty and Staff

- Teachers/Staff are required to self-screen every day, before the start of the school day.
- Temperature checks will be conducted with all staff every morning, as well as questionnaires.
- Teachers/staff displaying symptoms will not be allowed on campus. The COVID Coordinator will determine when teachers will be allowed back.
- Teachers/staff who have tested positive for COVID-19 must remain off campus until they meet the criteria for re-entry. Teachers and staff must also report to the administration if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined later in this document. They must remain off campus until the COVID Coordinator have cleared them.

Parents

- Training provided for parents through Parental Involvement on COVID-19 symptoms and safety protocols.
- Parents will need to fill out a symptom questionnaire prior to entering the building and undergo a temperature check.
- A parent who tested positive for COVID-19 will not be allowed to enter the building.

Visitors

- Temperature checks will be conducted for all visitors entering the building.
- Symptom questionnaires must be filled out.
- A visitor who has tested positive for COVID-19 will not be allowed in school buildings until they have met the criteria for re-entry.
- Non-essential visitors will not be allowed in the building.

- Employees who work at the District Office will be screened upon entering the campus and not at their work location. When District Office employees report to the school campus, they will be required to undergo the screening at the visiting school.

Physical Distancing Protocols

- TSA will have social distancing floor/seating markings throughout campus.
- Mark 6 feet of spacing to remind students and staff to always stay 6 feet apart in lines, and at other times they may congregate (e.g., during lunch, arrival and dismissal, restrooms, locker rooms, etc.).
- 3 feet in the classroom and 6 feet everywhere else without a mask if possible.
- Ensure that each campus has one entry and one exit for students. If the enrollment is large, assign teachers by grade level and by hallway so that, for example, all 6th-grade students are located in the same hallway, and they enter the campus through the closest hallway adjacent to their classrooms. Another example would be bussed students who enter from one hallway. They can enter the hallway, go to their classroom, and exit the hallway closest to the bus at the end of the day.
- Utilize visual cues, posters, and barriers to direct traffic flow and demonstrate social distancing.
- Divide entry points rather than channeling all students through the same entry and exit spaces.
- Provide daily/frequent reminders of social distance through announcements and social media.

Personal Protective Equipment Protocols

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.

- Safety kits will be issued to personnel.
- Schools WILL COMPLY with Governor Greg Abbott's Executive Order regarding the face masks.
- Students, staff, parents, and all community members are recommended to wear masks at all times while in any location of district campuses and offices.
- The district will have masks available for staff, students, and visitors who wish to wear masks.
- Students and staff are welcome to wear face shields along with masks.

Cleaning and Disinfecting Protocols

Facilities, Maintenance, and Operations employees and campus-level custodians will ensure all school buildings are disinfected properly according to local, state, and federal guidelines. In addition, the district has worked diligently to equip the campus with the equipment and materials necessary to disinfect all spaces in the school.

Campus Protocols

REQUIRED:

- Ensure the availability of appropriate supplies to support healthy hygiene behaviors (e.g., soap, hand sanitizer, paper towels, disinfectant wipes) and strategically place supplies in areas where they may be frequently used.
- Develop processes to frequently check and refill supplies at the point of use (e.g., hand sanitizer available near shared equipment, hand sanitizer near school building entrances/exits, etc.).
- Build routines of hand hygiene into the daily school schedule for all students and staff, including handwashing and sanitation breaks during or between classroom activities.
- Use posters to promote health etiquette expectations in highly visible locations.

COVID-19 Program Coordinator

- The campus will assign a COVID-19 Program Coordinator. The COVID-19 coordinator will communicate concerns, challenges, and lessons learned about COVID-19 preventive activities as needed with staff, students/families, school and district leadership, and local health officials.
- The COVID-19 Coordinator will monitor COVID-19 Status at the campus. The coordinator will ensure appropriate notification is provided in a timely manner.

Note: Robert Haynes, COVID-19 Coordinator (281) 820-9540

Campus Protocols To Reduce Virus Spread

Classrooms will be reconfigured to ensure, to the extent possible, social distancing at least 3 feet of space. Some school areas will not meet this recommendation, but campus administrators will ensure these recommended guidelines are followed in areas that can be reconfigured. In addition, as the CDC guidelines are updated and State and Local guidelines, the district will ensure that to the extent possible, these guidelines are adhered to in areas where students are present.

- Schools will ensure they have accurate contact information for the parents of students enrolled at the school. Any form of communication with respect to these guidelines or any COVID-19 information will be sent to parents in their preferred language.
- Campus employees and students must follow all of the required protocols pertaining to the schools in this plan.
- Students will not be allowed to share personal belongings, technology devices, supplies, materials, water bottles, costumes, or uniforms.
- Create a routine for environmental cleaning and disinfection of high-touch surfaces and shared equipment throughout the day. Increase the frequency of disinfection during high-activity periods during the school day.
- Shared workspaces will be equipped with plexiglass as well as areas where visitors frequent, such as the reception area of each school.
- Restrooms will be frequently sanitized as per the schedule recommended by the Maintenance Department. As previously mentioned, it is highly recommended that each campus has a monitor assigned to limit the number of students in the restrooms and ensure social distancing is enforced.
- Assign a restroom custodian that will disinfect the restrooms in between classes.
- Restrooms will have a checklist displayed in every bathroom to document cleaning times.

Hygiene Protocols

- Schools should attempt to have hand sanitizer and/or handwashing stations with soap and water at each entrance. They should also attempt to provide hand sanitizer and/or handwashing stations with soap and water in every classroom.
 - Students, teachers, staff, and campus visitors should be encouraged to sanitize and/or wash hands frequently.
- School systems are encouraged to have students engage in supervised handwashing for at least 20 seconds at least two times each day, in addition to being encouraged to wash hands after using the restroom and before eating.
- School systems are encouraged to teach students good handwashing techniques. Students, teachers, staff, and campus visitors should be encouraged to cover coughs and sneezes with a tissue, and if not available, covered in their elbows. Used tissues should be thrown in the trash, and hands should be washed immediately with soap and warm water.

Close Contact

Close contact is determined by an appropriate health agency. For clarity, close contact is defined as:

- Being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
- Being within 6 feet for a cumulative duration of 15 minutes throughout the course of 24 hours, with or without wearing a mask or face shield.
- Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.
- You provided care at home to someone who is sick with COVID-19 or lives in the same household.

Individual Confirmed Or Suspected With COVID-19

Any individuals who themselves either:

(a) are lab-confirmed to have COVID-19; or

(b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:

In the case of an individual who was diagnosed with COVID-19, the individual may return to school when the following criteria are met:

- at least ten consecutive days have passed since recovery (resolution of fever without the use of fever-reducing medications);
- the individual has improvement in symptoms (e.g., cough, shortness of breath), and at least fourteen days have passed since symptoms first appeared. In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above. Suppose the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay-at-home period. In that case, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>

Identifying Possible COVID-19 Cases on Campus:

Close Contact

- Schools must immediately separate any student who shows COVID-19 symptoms while at school until a parent or guardian can pick up the student.
- School administration will need to designate a room to isolate a student displaying symptoms while waiting to be picked up. Do not utilize the nurse's station as other ill and not COVID-19 positive students might also be in the nurse's office.
- Schools should clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as it is feasible.
- Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

RESPOND:

Practices To Respond To Lab-Confirmed Case In The School

Required Actions if Individuals with Lab-Confirmed Cases Have Been in the school:

- If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state, and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).

- School must close off areas 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 unless more than 3 days have already passed since that person was on campus.
- Consistent with school notification requirements for other communicable diseases and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers, or staff who participate in any campus activities.

NOTE:

Students Who Have COVID-19 –

As provided in this Department of State Health Services (DSHS) Rule, school systems must exclude students from attending school in person who are actively sick with COVID-19, who are suspected of being actively sick with COVID-19, or who have received a positive test result for COVID-19 and must immediately notify parents if this is determined while on campus. Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms or is test-confirmed with COVID-19, until the conditions for re-entry are met. See the DSHS rule as posted on their website for more details, including the conditions for ending the exclusion period and returning to school.

During the exclusion period, the school system may deliver remote instruction consistent with the practice of remote conferencing outlined in the proposed Student Attendance Accounting Handbook (SAAH) rules, as described here. To help mitigate the risk of asymptomatic individuals being on campuses, school systems may provide and/or conduct recurring COVID-19 testing using rapid tests provided by the state or other sources. Testing can be conducted with staff. With prior written permission of parents, testing can be conducted with students.

STUDENT PRIVACY AND CONFIDENTIALITY

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. Under FERPA, a parent or eligible student must provide a signed and dated written consent before an educational institution may disclose information contained in an educational record that is personally identifiable to a student (“Personally Identifiable Information” or “PII”), unless an exception to this general consent requirement applies. “PII” refers to a student’s name or identification number, as well as other information that can be used to distinguish or trace an individual’s identity either directly or indirectly through linkages with other information. The law applies to all educational agencies and institutions that receive federal funding – this includes charter schools and school districts. An “educational record” is any records that is (1) related directly to a student, and (2) kept or maintained by an educational agency or institution, or by a party acting for the educational agency or institution. Accordingly, student health records kept by Texas Serenity Academy, including records and information related to whether a particular student has contracted the Coronavirus, has been infected by COVID-19, or who has been excused from school out of fear that the student has the virus, or has been in close contact with someone who has the virus, are all “educational records” that fall within the FERPA protections. Confidential PII contained in a student’s educational record can always be disclosed if the parent provides proper prior written consent to the disclosure. (A sample of a Parent Consent Form is attached at the end of this action plan).

Public Health and Safety Emergency Exception to FERPA:

TSA and other educational institutions may disclose to a PUBLIC HEALTH AGENCY PII from a student’s education records, WITHOUT PRIOR WRITTEN CONSENT OF THE PARENT, if the public health agency’s knowledge of the information is NECESSARY TO PROTECT THE HEALTH OR SAFETY OF STUDENTS OR OTHER INDIVIDUALS. (20 U.S.C. §§ 1232(g)(b)1(l); 34 C. F. R. §§ 99.31(a)(10) and 99.36. The Governor has declared the Coronavirus and COVID-19 is a public health disaster and poses an imminent threat to the health and safety of all Texans.

TSA will strive to protect the public while, to the extent possible, preserving the student’s right to privacy to the maximum extent possible. Therefore, TSA has adopted the following procedures if TSA staff learn that a student has tested positive for COVID-19 or is out sick due to COVID-19:

A. General Notice to Parents. TSA will provide a general notice to parents whenever TSA learns that any employee or student tests positive for COVID-19. General notice may include:

- Posting a notice at pick-up and drop-off sites
- Posting notice on the school's web page
- Sending out an email blast notification to parents
- Telephone calls
- Letters sent home to parents

These methods will serve to notify parents and students of a potential risk, which may be particularly important for students who may be more susceptible to infection or to developing severe complications from an infection, and to alert parents to look for symptoms in their own children to more closely monitor themselves for symptoms. General notice shall be distributed to parents using methods normally used to make general announcements about important events and activities at TSA campuses. Except under exceedingly rare circumstances, the notice will not disclose the name or identity of the student or teacher, and will not contain any information that can be traced back to identify a student or teacher.

B. TSA policy prohibits any employee from releasing personally identifiable information about any student who tests positive for COVID-19 infection or who is absent due to COVID-19. The name or directory information of a student who tests positive for COVID-19 infections shall not be disclosed, except with the written consent of the student's parent or if directed by the Superintendent. This rule is to protect the student's privacy and will help prevent the student from suffering any stigma, bullying, humiliation, or discrimination by other students or individuals.

C. All decisions regarding the release of PII student health information for any TSA student who tests positive for COVID-19 infection, or who is absent for any reason related to the Coronavirus or the COVID-19 infection shall be made only by the Superintendent or the Superintendent's designee.

D. If upon the particular facts of a specific case, it is the opinion of the Superintendent that a genuine public health emergency exists, the Superintendent may authorize the disclosure of the personally identifiable information of a student who tests positive for COVID-19 to appropriate public health and law enforcement authorities.

E. If upon the unique facts of a specific case, it is the opinion of the Superintendent that a genuine health emergency exists to notify specific parties, including the parent(s) of another student, that a TSA student has tested positive for COVID-19, upon consultation with public health authorities the Superintendent may authorize the disclosure of the personally identifiable information of a student who has contracted the COVID-19 virus specifically to the other parties, including the parents of other students whose health and safety may be at risk.

The Superintendent may authorize disclosure to public health authorities that an employee has tested positive for COVID-19 has been located on TSA school property but shall not disclose the name or identity of the employee. Any person that has a positive COVID-19 test result must be reported within a reasonable time period to the local health department which is Harris County Public Health and Environmental Services, phone (832) 927-7575, Medical Director Barbie Robinson Department and the link to this information is:

hcphtx.org/Resources/2019-Novel-Coronavirus

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

1. If an individual who has been in a school is test-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
2. Upon receipt of information that any teacher, staff member, student, or visitor at a school is test-confirmed to have COVID-19, the school must submit a report to the Texas Department of State Health Services via an online form. The report must be submitted each Monday for the prior seven days (Monday-Sunday).

3. Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a classroom or extracurricular or after-school program cohort if a test-confirmed COVID-19 case is identified among students, teachers or staff who participated in those classrooms or cohorts.

Closure Protocols-TEA

Our school district will only close at the request and mandate of Governor Abbott. The Superintendent will follow the Governor's mandates for either closing or reopening the school. If the school is ordered closed by the Governor due to a confirmed COVID-19 case, the school will immediately switch to a virtual learning environment the next school day. The campus should have a plan to transition to virtual learning. The distribution of devices, materials, teacher training, parent communication guidelines, and procedures for special needs students should be included in this plan. Google Classroom and Seesaw will be the adopted districtwide primary platforms used for all campuses to minimize the overall number of technology platforms used and avoid any confusion or delays in learning for families and students. In addition, various communication platforms may be used to communicate with students, but not for actual classroom teaching.

The district level and campus level employees will continue to utilize ZOOM to hold virtual meetings and disseminate information from the district office to campus-level personnel. The Maintenance Department will train school-level custodian departments on how to utilize the deep cleaning products and deep cleaning procedures for disinfecting the campus. The Superintendent may close the campus a minimum of 1 to a maximum of 5 days if necessary.

Health Services Protocols

COVID-19 SYMPTOMS

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit.
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

Teacher COVID Kits

Every teacher will receive a Teacher COVID Kit, which will include the following:

- Masks (disposable and washable)
- Gloves
- Thermometer
- Face Shields
- Disinfecting Spray
- Disinfecting Wipes

- Hand Towels

COVID-19 Screening At Nursing Services

Staff / Student arrives at the nursing office with symptoms (Nurse use PPE) to assess and notify Covid coordinator. The student presents with symptoms in the classroom; the teacher should contact the Covid coordinator to have the student escorted to a holding room, then notify the nurse to assess the student.

COVID-19 signs and symptoms over the course of the disease: Fever, Cough, Nasal congestion or rhinorrhea, sore throat, shortness of breath, diarrhea, nausea, vomiting, fatigue, headache, myalgia, poor appetite, rash, red eyes, cracked/swollen lips, red/swollen tongue, swelling noted in hands/feet, stomach pain.

Nursing Assessment

VERBAL: Start of symptoms, recent travel, exposure to someone ill?

VISUAL: Rapid or difficulty breathing, red eyes, flushed cheeks, coughing

PHYSICAL: (USE PPE) Temperature over 100 degrees Fahrenheit or < Oxygen Sat.

Student: Isolate, contact parent, refer to doctor, notify Health Services Administrator for suspected COVID 19 cases and school administrator

Staff: Refer to their doctor and provide Harris County Health Department phone number and website. Employees must contact the Human Resources Department if placed in quarantine for suspected or positive COVID-19.

In order to return to school/work a medical clearance is required.

Screening Questionnaire for COVID-19:

- 1) Have you had contact with anyone that you know who has been diagnosed with COVID-19?
- 2) Who has been diagnosed with COVID-19?

Note: Close contact is defined as being within 6 feet for more than 15 minutes with someone positive for COVID-19 without a mask. Having direct contact with infectious secretions from a person with confirmed COVID-19 without a mask (for example, being coughed or sneezed on.

- 3) Have you had a positive-COVID test for active virus during the past 10 days?
- 4) Do you have any of these symptoms:

- ✓ Fever or chills Cough or
- ✓ congestion Shortness of breath or
- ✓ difficulty breathing
- ✓ Fatigue Muscle or
- ✓ body aches
- ✓ Headache Recent onset of loss of taste or
- ✓ smell Sore throat Nausea or
- ✓ vomiting Diarrhea

If the answer is yes to any of these questions do not let the student, staff, or visitor enter the school. Immediately separate student/staff from other people. Students or staff should be tested no sooner than 48-hours after exposure. A clearance from a medical provider or the Harris County Health Department is necessary to return to school or work.

BASIC TRAINING ON HEALTH AND SAFETY REQUIRED

A. All employees shall receive and participate in training on TSA's COVID-19 Health and Safety Policies and Implementation Action Plan. This will include training on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette. Training will focus particularly upon how to maintain a safe and healthy classroom environment and personal work space.

I. MANDATORY CLEANING, DISINFECTION AND STERILIZATION

A. All employee shall wash or sanitize their hands upon entering their classrooms and do so frequently throughout the school day.

B. All teachers shall regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.

C. Teachers and other employees shall be expected to wear a face mask or other face covering.

D. All employees and visitors shall wash or sanitize their hands upon entering the building.

E. All visitors to any TSA campus shall be required to wear a mask or cloth face covering at all times while visiting the campus. Any visitor who does not have a mask or face covering shall not be permitted to enter any school building.

F. All visitors shall maintain at least 6 feet of separation from other visitors who are not within the same households – including when entering and leaving any campus.

G. All employees and contractors shall maintain at least 6 feet separation from students and other individuals during transition periods. If such distancing is not feasible, other safety measures such as face masks and coverings, shall be rigorously enforced.

H. Hand sanitizer, disinfecting wipes or similar health safety products shall be made readily available to students, employees, and visitors.

I. Extra sanitation and cleaning will be performed on all common "touch point" surfaces, such as door handles and water faucets.

A. Employee Has Reasonable Fear of Danger From Contracting COVID-19

The TSA Board of Directors and administration recognize that some employees may have underlying medical conditions that create a greater risk of danger and severe health problems from contracting COVID-19. If an employee reasonably believes that he or she is in imminent danger and therefore refuses to return to work, the following actions will be taken:

1. TSA Department of Human Resources shall evaluate and assess the reasons and documentation provided by the employee.
2. The employee shall provide satisfactory evidence of any underlying condition that the employee believes creates an unreasonable risk to the employee.
3. Upon satisfactory proof provided by the employee, the employee shall not be subject to employment termination or other discipline for refusing to report to work due to the fear of contracting COVID-19.

4. The Department of Human Resources shall explore the feasibility of alternative work arrangements and accommodations such as working at home. If accommodations cannot be made for the employee, the employee shall be entitled to use any accrued sick leave and other leave benefits available to the employee as outlined in Paragraph C below. After all leave benefits have been exhausted, the employee shall be placed on unpaid leave and shall not be paid for the time they are absent for work due to Coronavirus fears.

B. Employee Leave

Local education agencies (LEAs), as employers, have the exclusive authority to make leave determinations in accordance with and subject to federal law and Department of Labor (DOL) guidance. The DOL has administrative authority over the FFCRA; thus, they should be looked to for interpretations of the statute. In addition, the Texas Association of School Boards (TASB) has provided several helpful documents explaining the implementation of the FFCRA in an LEA. Our school district referred to the resources from the DOL and TASB as additional information guides.

In response to the Coronavirus pandemic, the U. S. Congress and the President passed into law the **Families First Coronavirus Response Act** (FFCRA). The FFCRA provides temporary rights to new paid sick leave and expanded family and medical leave benefits for some employees. These expanded leave requirements apply to all public employers and to private employers with fewer than 500 employees, including charter schools. They took effect April 1, 2020 and apply through Dec. 31, 2020. TSA will update any additional regulations as they become available during the 2021-2022 school year.

Under the FFCRA, an employee qualifies for paid sick time if the employee is unable to work (**or unable to telework**) due to a need for leave because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
6. is experiencing any other substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Under this law, a full-time TSA employee is entitled to:

A. *Two weeks (up to 80 hours) of **paid sick leave** at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis;*

B. *Two weeks (up to 80 hours) of **paid sick leave** at two-thirds the employee's regular rate of pay because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19; and*

C. *Up to an additional 10 weeks of **paid expanded family and medical leave** at two-thirds the employee's regular rate of pay where an employee, who has been employed for at least 30 calendar days, is unable to work due to a bona fide need for leave to care for a child whose school or childcare provider is closed or unavailable for reasons related to COVID-19.*

Prohibitions: Employers may not discharge, discipline, or otherwise discriminate against any employee who takes paid sick leave under the FFCRA and files a complaint or institutes a proceeding under or related to the FFCRA.

TEXAS SERENITY ACADEMY CHARTER SCHOOL

Consent to Disclose Information

Protected by the Family Educational Rights and Privacy Act by

Pursuant to the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1 232g; 34 C.F.R. part 99), the written consent of a parent or eligible student is required before the education records of a student, or personally identifiable information contained in the educational records of a student, may be disclosed to a third party, unless an exception to this general requirement of written consent applies. If a student is age 18 years or older, or is enrolled in an institution of post-secondary education, he or she is an "eligible student" and must provide written consent for the disclosure of his or her education records or personally identifiable information contained therein.

I, _____, hereby agree to allow Texas Serenity Academy Charter School District to disclose the following personally identifiable information or education records:

Health information, including information about positive test results for the Coronavirus and COVID-19, or an absence from school that is connected to the Coronavirus and COVID-19 on

_____ [Name of Student] to

_____ for the purpose of protecting the health and safety of the public, other students, and TSA employees.

You have the right to withdraw your consent to share this information at any time. A request to withdraw your consent should be submitted in writing and signed.

Signature of Parent, Guardian, or Eligible Student

Date: _____

Credit References Used To Create This Document: Centers for Disease Control and Prevention. (2020) ongoing Surveillance Resource Center. <https://www.cdc.gov/surveillancepractice/>. Federal Emergency Management Agency. Emergency Management Institute. (2019, September 12). TEA SY 20-21 Public Health Planning Guidance July 17, 2020 Texas Department of State Health Services website Vision, Hearing instructor manuals by Texas Department of State Health Services. World Health Organization website

The Texas Serenity Academy Charter School District reserves the right to adhere to the policies and recommendations of this document only when reasonably applicable. If any items contained in this document need to be modified prior to the end of the 2021-2022 school year, all parents, students, and stakeholder's will be notified in a timely manner.