



Katy ISD COVID-19 MITIGATION PLAN

This COVID-19 Mitigation Plan provides guidelines are provided to inform staff, students, and families of the safest possible method to return to a normal school schedule while remaining in compliance with all governmental mandates and ensuring the health and safety of all.

These guidelines are included in the District Emergency Operations Plan's (EOP) Infectious/Communicable Disease Annex and are approved by the District Superintendent and Office of Emergency Management.

The Infectious/Communicable Disease Annex and its guidelines apply to all Katy ISD campuses and support facilities. While the general concepts and considerations remain constant for all district campuses, each campus will assign critical tasks and responsibilities differently based on their respective structure and governance.

The Infectious/Communicable Disease Annex provides a general framework for prevention, preparedness planning, response, and recovery for a large-scale outbreak of an infectious/communicable disease. It outlines the roles and responsibilities of School District personnel and units and the support that public partners can be expected to provide to the School District.

The protocols outlined below, utilize the Annex's framework and serve as a guide in the specific response to the current COVID-19 outbreak in Katy ISD community. Depending on the virus and the spread of the virus, some or all of these steps may be expanded, modified, or eliminated. The district superintendent, or his delegated representative, will work directly with the local health department and TDSHS to implement appropriate actions based on the public health hazard.

These guidelines are provided in this abbreviated form to be released to the public in order to inform families and stakeholders while maintaining the integrity and privacy of the District Emergency Operations Plan, which is a protected document under Government Code. These guidelines are also adapted to be specific to the current COVID-19 pandemic and may change in accordance with on-going public health recommendations.

The following guidelines are in compliance with the Texas Governor's Executive Orders GA-29, GA-28, and GA-26, TEA guidelines, UIL guidelines, and all federal, state and local public health department orders.

RETURN TO SCHOOL INFORMATION

Instructional Options

Governor Abbott has directed school districts to re-open for in-person instruction this fall, as well as offer parents the option for virtual instruction. The Texas Education Agency (TEA) further mandated that in-person instruction follow a Monday through Friday schedule. The Katy Independent School District will offer in-person learning with multiple safety protocols and COVID-19 prevention measures, and a virtual option via the Katy Virtual Academy. Both options will follow the [Board adopted 2020-2021 instructional year calendar](#).

- **Option 1: In-Person Instruction**

In person instruction includes face-to-face instruction, in addition to the utilization of the digital learning management system, Canvas, for other in-class supports and resources. Canvas can also be utilized as a virtual resource that provides a platform for continuous learning should there be an intermittent return from school to home instruction due to COVID-19. Daily attendance is taken.

- **Option 2: Katy Virtual Academy (KVA)**

The KVA instructional framework encompasses a schedule in which students are able to engage in two-way, real-time, live instruction with teachers that is delivered through technology devices (also known as synchronous instruction). KVA students can communicate and request support from teachers when needed. Students engage with their academic material on a daily basis and the KVA instructional schedule meets the minimum number of required daily minutes per the Texas Education Agency. Daily attendance is taken.

The majority of secondary courses are offered in a virtual format that is real-time, live instruction with assigned teachers. However, some secondary courses that are offered in a virtual format require before and after school participation with the assigned teacher (co-curricular and extra-curricular courses). Also, some secondary courses are offered in a hybrid format which requires students to fulfill in-person course requirements in accordance with the Texas Essential Knowledge and Skills (TEKS).

All Katy Virtual Academy (KVA) classes are taught by a Katy ISD certified teacher and follow the Katy ISD curriculum which encompasses the TEKS and Texas graduation requirements. KVA classes are taught using Canvas and online digital curriculum resources. Resources and instructional materials including technology devices, textbooks, library books and calculators are available for student check-out for home use.

Please note: Katy Virtual Academy may not be able to support some instructional programs and course offerings that would otherwise be available to enhance student experiences such as certain Career and Technical Education (CTE) courses. More information about this will be available soon.

Attendance

Option A: In-Person (On-Campus)

Traditional on-campus attendance procedures continue for the 2020-2021 school year.

Option B: Virtual Instruction (KVA)

Just as with traditional on-campus attendance procedures, official attendance is taken during scheduled Katy Virtual Academy (KVA) classes. A student is considered absent if the student does not have documented engagement in Canvas and/or daily teacher contact with the teacher, and/or documentation of completion of daily assignments.

Bell Schedules (In-Person & Virtual)

Per TEA's COVID-19 guidance regarding transportation, Katy ISD is implementing enhanced cleaning and disinfecting procedures between each bus trip. Therefore, additional time is now required between bus trips. For the 2020-2021 school year, the instructional day start and end times have been adjusted to accommodate the enhanced hygiene protocols.

High School: 7:15 a.m. – 2:35 p.m.

Elementary 1: 7:55 a.m. – 3:05 p.m.

Elementary 2: 8:25 a.m. – 3:35 p.m.

Junior High: 8:55 a.m. – 4:05 p.m.

Grading (In-Person & Virtual)

Students enrolled in Katy Virtual Academy (KVA) follow the same grading guidelines as in-person instruction. Teachers receive support and guidance on effective grading practices to ensure that grading guidelines are followed in both instructional models.

There are no changes to the Katy ISD grading guidelines for the 2020-2021 school year.

The attendance requirement for fall 2020 final exam eligibility has been waived. High school students may elect to exempt a final exam if the semester average and behavior requirements are met.

Social and Emotional Supports (In-Person & Virtual)

- Character Strong – A District character trait program has been adopted to support social and emotional learning
- Trained personnel for in-person and virtual are available to provide resources and strategies to support students' social and emotional well-being
- Trained personnel for in-person and virtual are also available to provide trauma informed practices and to support students and are well versed in how to report potential behavioral threats
- Counselors and LSSP's are also available to support students and families in the virtual environment

SAFETY PROTOCOLS

Schools are required to comply with the Governor's executive order (GA-29) regarding the wearing of facial coverings. In addition to the Governor's executive order, TEA has provided school districts with guidance that can require the use of masks or face shields for adults or students for whom it is developmentally appropriate. To limit outside exposure for staff and students, Katy ISD continues to implement the original Return to School "Phase 1" campus protocols with minor modifications to better support school functionality as best possible. Phase 1 protocols are reviewed and may be updated according to the guidance from the TEA .

Please note that Return to School procedures and protocols are subject to change as updated guidance is provided by the Texas Education Agency (TEA), governing authorities, and county health officials.

Phase 1 Safety Protocol Overview

- All staff and students (grades PK-12) are required to wear face coverings upon arrival and dismissal, on buses, in hallways and common areas, and when social distancing is not feasible.

- Students in grades 4-12 are required to face coverings in the classroom.
Parents are encouraged to contact their child's campus nurse if a child in grade 4-12 has a medical condition in which a facial covering is not possible. Alternative safety measures will be shared.
- Students in grades PK-3 are required to wear face coverings in the classroom to the extent it is developmentally appropriate.
Parents are encouraged to contact their child's campus nurse with concerns regarding the wearing of a facial covering in a PK-3 grade classroom. Katy ISD recognizes that our younger students and their range of abilities, including the wearing of facial covering during classroom instruction, may vary due to the child's stage of development. Alternative measures of safety are available for our younger students who may not be able to wear a facial covering at all times when inside the classroom.
- No outside food or gift deliveries accepted.
- Visitors, non-essential to school operations, may not access campus, including on the first day of school, and during scheduled meal times.
- Parents/volunteers are required to conduct campus visits by phone, virtual, or by pre-scheduled appointment.
- Approved visitors upon arrival to a Katy ISD facility will:
 - Wear a facial covering
 - Check-in at the designated campus location
 - Review all pre-screening questions regarding the past 14 days:
 - ✓ Diagnosed with COVID-19
 - ✓ Currently quarantined by a medical professional
 - ✓ In close contact with anyone diagnosed with COVID-19
 - ✓ Traveled out of the country?
 - Participate in a body temperature check
- No student field trips during the instructional day.
- No large group gatherings or events will be held during the instructional day or evenings.
- Textbooks, Library books and other resources issued to students should be wiped with a sanitizing wipe before issuing to a student. When returned, the book or item should again be wiped with a sanitization wipe and set aside for a 4 day quarantine before reissue to another student.
- Additional classroom protocols required in the classroom are:
 - Review all pre-screening symptom questions
 - Wear facial covering
 - Use provided hand sanitizer
 - Wipe down desks before and after use
 - Wipe campus equipment before each use
 - Keep all items with you and do not share
 - Do not gather in groups
 - Observe Social Distancing
 - Wash hands frequently

Personal Preventative Steps

Stopping transmission of the virus through everyday practices greatly contribute to keeping yourself and the community healthy. Taking steps to help stop or slow the spread of infectious / communicable diseases such as, COVID-19, we must all take responsibility by:

Completing Daily Self-Screening

All students and staff must perform a daily self-screening for COVID-19 symptoms and fever before arriving to school or boarding school transportation.

Per TEA, "in evaluating whether an individual has symptoms consistent with COVID-19, consider the following question: Have they recently begun experiencing any of the following in a way that is not normal for them?"

- Feeling feverish or a measured temperature greater than or equal to 100.0degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing or shortness of breath
- Headache
- Chills
- Sore Throat
- Congestion or runny nose
- Nausea or vomiting
- Exaggerated shivering
- Significant muscle pain or ache
- Diarrhea
- Nausea or Vomiting

Staff or students experiencing one or more of the above symptoms should not enter the building.

Promoting Behaviors that Reduce Spread

- Stay Home When Sick
 - Conduct a medical self-screen before arriving at school. Do not attend if you have a temperature of 100 F or greater, new or worsening cough, shortness of breath, sore throat, loss of taste or smell
 - If you become ill while at school, notify the nurse immediately.
- Stay Home When Potentially Exposed
 - Stay home if you test positive for COVID-19
 - Stay home and monitor health if you have been in close contact with a person with COVID-19
 - Follow CDC guidelines on returning to work/school
- Practice Proper Hygiene

- Wash hands for 20 seconds with soap and water frequently
- If soap and water are not readily available, use hand sanitizer that contains at least 60% alcohol
- Wipe down and clean touched surfaces, including desks
- Cover coughs and sneezes with a tissue or sneeze or cough into your shoulder/elbow; wash hands immediately afterwards
- Avoid touching face, eyes, and nose area
- All students are provided sanitizing wipes to clean work space before and after classroom instruction as well as hand sanitizer.
- Face Coverings
 - All staff and students (grades PK-12) are required to wear face coverings upon arrival and dismissal on buses, in hallways and common areas, and when social distancing is not feasible, including in classrooms, to the extent, it is developmentally appropriate. Face coverings include non-medical and medical grade disposable face masks and cloth face coverings (over the nose and mouth).
 - Full-face shields may be used in place of a mask to protect eyes, nose, and mouth and must cover the person's face, extending below the chin. Students will wear a face covering in common areas, when entering and/or exiting the gym, playground, or activity space and when not actively engaged in physical activity.

Katy ISD is offering parents the option of virtual or in-person learning. However, the District is NOT offering in-person instruction for those students who won't comply with our safety protocols. Students who refuse to wear a face covering will be moved to Katy Virtual Academy for the duration of the grading period. Further, students who do not wear face coverings as required by our safety protocols will not be allowed to participate in other student activities, such as athletic camps. Should a student have a medical condition which precludes them from wearing a mask, they need to provide the campus documentation to the campus nurse from their medical provider.

- **Exemptions to wearing face coverings**
 - Any person with a documented medical condition or disability that prevents wearing a face covering
 - Any staff or students that are unable to wear a facial covering to school MUST submit a medical professional's note to the campus nurse stating that the student is unable to wear a facial covering in the school setting.
 - Campus nurse will contact parent / guardian in order to process this request and assess the method of application on campus.
 - When a person is consuming food or drink
 - When a person is actively engaged in exercise including athletic activities
 - When social distancing is practicable and sustainable

- Immunizations and medications
 - All students enrolled in Katy ISD must be in compliance with state required immunizations for those students participating in either the Katy Virtual Academy or Face-to-Face option. Immunization requirements can be found at <http://www.katyisd.org/dept/healthservices/Pages/Immunizations.aspx>
 - Parents must call the campus nurse and schedule an appointment for dropping-off items for the clinic, such as documentation, medication and clinic supplies to be stored in the clinic area for your child.
- Personal Hygiene
 - The District will provide supplies in the schools to include soap, hand sanitizer, disinfectant, paper towels, and tissues
 - Students and staff should provide their own face coverings
 - Face coverings will be available on an as needed basis for students or staff who do not have one
 - All students are provided sanitizing wipes to clean work space before and after classroom instruction as well as hand sanitizer.

Providing Healthy Environments

- Cleaning and Disinfection
 - Maintenance and Operations team will disinfect high traffic and commonly used spaces throughout the instructional day, including door handles, restrooms, large group transition areas, and cafeteria between meals
 - Custodial teams will maintain a regular cleaning schedule for all other areas
 - Frequently touched surfaces should be wiped down and disinfected frequently
 - Students should wipe down desks at the start of each class
 - Increased cleaning shall be activated by Katy ISD and its campus stakeholders upon recommendation from the local health department.
 - Hand sanitizer stations are located in multiple areas throughout the campus.
 - Transportation personnel will disinfect school buses between runs.
 - Signage for proper hygiene practices are visibly posted at multiple locations, including inside classrooms.
- Shared Objects
 - Sharing objects should be limited and cleaned frequently
 - High touch materials will be cleaned and disinfected between uses
 - Textbooks, Library books and other resources issued to students should be wiped with a sanitizing wipe before issuing to a student. When returned, the book or item should again be wiped with a sanitization wipe and set aside for a 4 day quarantine before reissue to another student.
- Modified Layouts
 - When practical, desks and seating should be 6 feet apart and/or facing in one direction
 - Physical guides may be placed in hallways to ensure staff and students maintain social distancing, such as one way hallways

- Communal spaces should be used limitedly and cleaned and disinfected between use

Staff, students, and faculty who have been in a travel status internationally and who are at risk of carrying a novel infection may be required to practice social distancing measures for a designated amount of time to minimize the likelihood of disease transmission.

COVID-19 Protocols

The Texas Education Agency's (TEA) comprehensive guidelines for a safe return to in-person instruction for the 2020-2021 school year states: *"There will almost certainly be situations that necessitate temporary school closure due to positive COVID-19 cases in schools. Parents, educators, and school administrators should be prepared for this in the event that it occurs, while actively working to prevent it through prevention and mitigation practices"*.

Alerts & Notifications

Katy ISD has a standard response in place in the event of a confirmed COVID-19 among students and staff at a specific campus. In the event your student's campus is impacted, parents and staff at the impacted campus receive an email with an update no later than 5 p.m. on the day the COVID-19 case is reported.

Intermittent School to Home

Once in-person instruction resumes and there should be a need to temporarily suspend in-person instruction in a specific class or a school due to COVID-19, teachers will instruct virtual classes via Canvas, pending the return to class/campus. Home internet and device access are required for virtual learning. Also, extracurricular and co-curricular student programs will be temporarily suspended during a campus closure. Please keep in mind that temporary transitions to virtual learning are not part of the Katy Virtual Academy (KVA) programming. As the start of the school year progresses and anticipated additional guidance from state, local authorities and TEA is provided, Katy ISD is prepared to release additional COVID-19 health and safety protocol information to our families.

Isolation Protocols

If isolation/quarantine is recommended for close contact/ exposed/ infected persons, in most cases voluntary isolation is encouraged based on guidance and directed education from the local health department and TDSHS.

Screening for Symptoms

- Parents and caregivers should monitor their children for signs of infectious illness every day
- Students and staff who are sick should not attend school in-person

If Someone Gets Sick

- **COVID-19 Reporting System**

Katy ISD has developed and implemented a staff and student reporting system to report a lab confirmed positive case of COVID-19. The reporting system is available on My Katy Cloud. The report provides essential information such as last date on campus and locations visited. The report also provides an area to list known people who were in close contact with the reporting person. This confidential report facilitates the District's ability to effectively track and investigate cases of COVID-19 in the district and provide prompt notification to anyone exposed. This also allows for

maintenance and operations personnel to quickly begin the disinfectant procedures for the school and areas exposed.

- Students and staff with a lab confirmed positive case should fill out the COVID-19 report on MyKaty
 - Report will include test date, district facilities visited within the last 2 days, and any known individuals with close contact
 - This information, including the name of the staff or student, will be kept confidential.
 - Katy ISD is required to report all reports of positive COVID-19 tests and will coordinate with local health departments for the purpose of contact tracing. The local health departments have the legal authority to collect information on reportable communicable disease cases in order to conduct and complete community investigations / contact tracing.
- Staff and Students with a lab confirmed positive should not return until they have met TEA criteria for return or otherwise been advised by a medical professional
- Individuals identified as having close contact will be individually notified of potential exposure.
 - Katy ISD utilizes the *TEA definition of “Close Contact” as part of its protocols for mitigation and contact tracing for COVID-19 reports. The TEA refers to “close contact” with an individual who is test-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios should be determined by an appropriate public health agency. In general, close contact is defined as:
 - (a) being directly exposed to infectious secretions (e.g., being coughed on); or
 - (b) being within 6 feet for a largely uninterrupted or sustained extended contact period throughout the course of a day of approximately 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.
 - Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are test-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming test and continuing for 10 days following the confirming test.
- All students and staff assigned to that campus will receive an emailed notification of a lab confirmed positive case on the campus.
- Maintenance and Operations will ensure all exposed areas are thoroughly cleaned and disinfected.
- The District Director of Health Services will notify the County Health Department as required.

Guidelines for student returning to school:

- If student tested positive for COVID-19 – With or Without Symptoms:
 - Recommend parent/guardian to consult with their primary care physician for guidance of care and testing
 - Notify campus nurse
 - Complete the reporting application form located on the COVID-19 tile on MyKaty.
 - Scenarios for the return of a COVID-19 positive student:
 - Student that has tested positive, with symptoms, may return to campus
 - ✓ After symptoms have improved
 - ✓ At least 10 days have passed since symptoms first appeared AND
 - ✓ At least 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medication)
 - Student that has tested positive, with no symptoms, may return to campus
 - ✓ After 10 days from the test date
 - Student that has tested positive with no symptoms but then develop symptoms after the test date, but before the 10- day period has ended, may return to campus
 - ✓ After symptoms have improved AND
 - ✓ At least 10 days have passed since symptoms first appeared AND
 - ✓ At least 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medications)
 - If the individual has tested positive for COVID-19 and believes that the test was a false positive, and wants to return to school before completing the above stay at home period, the individual must either:
 - ✓ Obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis, Katy ISD recognizes the privacy of medical information therefore, the note does not need to indicate what the alternative diagnosis is, OR
 - ✓ Obtain two PCR acute infection tests (at a physician’s office, approved testing location, or other site) at least 24 hours apart that comes back negative for COVID-19
 - Student must report to the campus nurse for school re-entry
- A student that participates in UIL activities, must submit a medical professional’s note stating clearance to resume participating in any UIL activity
- If student lives in the same household with an individual who has tested positive for COVID-19
 - Immediately notify campus nurse
 - Student must stay-at-home for 14 days, can return after 14 days if no symptoms develop
 - If a student has a situation requiring to return to school before the 14-day isolation period, a negative test (PCR or antigen) **WITH** a medical release that clears the student to return to school and addresses that the physician verifies

that the family has a comprehensive home mitigation plan. Recommend parent/guardian contact their primary care physician for guidance and consultation of testing and discussing the household mitigation plan.

- An example of a statement from a medical professional to verify a family mitigation plan could be: ***“This individual is living in a household with someone who has tested positive. A household mitigation has been assessed, individual is cleared to return to school/work.”***
 - Student must report to the campus nurse for school re-entry
- Any student who has been diagnosed with COVID-19 must receive clearance from a physician prior to returning to participation in any UIL activities.

- Student develops one or more symptoms (See list of COVID-19 symptoms listed on page 5 of this plan) 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. It is recommended that the parent/guardian consult with their primary care physician for guidance of care and testing. The student may not return to the campus until the individual has completed the criteria listed below:
 - ✓ Symptoms have improved, AND
 - ✓ At least 10 days have passed since symptoms first appeared AND
 - ✓ At least 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medications), OR
- If student has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period of at least 10 days, then the student must either:
 - Obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis, Katy ISD recognizes the privacy of medical information therefore, the note does not need to indicate what the alternative diagnosis is, OR
 - Submit an acute negative infection test (PCR or antigen test) to the campus nurse
- Student must report to the campus nurse for re-entry to campus

- Student is in *Close contact: If a student has been around a person that has tested positive for COVID-19, the student may return
 - After 14 days of self-isolation from the exposure date with no development of symptoms

OR

 - Student receives an acute infection test at an approved testing location that comes back negative for COVID-19 AND have no symptoms.
 - The student must submit their negative test result (antigen or PCR) to the campus nurse.
 - The student who has received a negative test result, will NOT be allowed to return back to campus any earlier than the beginning of the following school day after being notified of being in close contact.

***CLOSE CONTACT** –Complete definition of “close contact” is highlighted on page 9 of this document.

Guidelines for Staff returning to work:

- If employee tested positive for COVID-19 – With or Without Symptoms
 - Recommend contacting primary care physician for care and testing.
 - Notify supervisor
 - If at a Katy ISD facility, depart from the facility, away from other employees as soon as possible.
 - Complete the form located on the COVID-19 tile on MyKaty.
 - Contact Human Resources – Leave Specialist
 - Employee that has tested positive for COVID-19 with symptoms, may return to work
 - ✓ After symptoms have improved AND
 - ✓ At least 10 days have passed since symptoms first appeared AND
 - ✓ At least 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medication)
 - Employee that has tested positive for COVID-19 without symptoms, may return to work
 - ✓ 10 days have passed with no developing symptoms
 - Employee that tested positive with no symptoms but then develop symptoms after the test date, but before the 10-day period has ended, may return to work
 - ✓ After symptoms have improved
 - **AND**
 - ✓ At least 10 days have passed since symptoms first appeared AND
 - ✓ 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medications)
 - Employee that has tested positive for COVID-19 and believes that the test was a false positive, and wants to return to work before completing the above stay at home period, the individual must either:
 - ✓ Obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis. Katy ISD recognizes the privacy of medical information therefore, the note does not need to indicate what the alternative diagnosis is.
 - OR**
 - ✓ Obtain two PCR acute infection tests (at a physician’s office, approved testing location, or other site) at least 24 hours apart that comes back negative for COVID-19
 - Employee must submit documentation for return to work to their campus administrator.
- Employee lives in the same household with an individual who has tested positive for COVID-19
 - Notify supervisor
 - Contact Human Resources – Leave Specialist
 - Employee must stay-at-home for 14 days, can return after 14 days if no symptoms develop
 - If an employee wants to return to work before the 14-day isolation period, a negative test (PCR or antigen) **WITH** a medical release that clears the employee to return to work and addresses that the physician verifies that the family has a comprehensive home mitigation plan. Recommend employee contact their primary care physician for guidance and consultation of testing and discussing the household mitigation plan.
 - An example of a statement from a medical professional to verify a family mitigation plan could be: ***“This individual is living in a household with***

someone who has tested positive. A household mitigation has been assessed, individual is cleared to return to school/work.”

- Employee must submit documentation for return to work to campus administrator

- Employee develops one or more symptoms (See list of COVID-19 symptoms listed on page 5 of the Katy ISD Mitigation Plan) 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. It is recommended that the employee contact their primary healthcare provider for care and testing.
The employee may not return to work until the employee has completed the criteria listed below:
 - ✓ Symptoms have improved, AND
 - ✓ At least 10 days have passed since symptoms first appeared AND
 - ✓ At least 24 hours has passed since recovery (resolution of fever without the use of fever-reducing medications), OR

- If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above stay-at-home period of at least 10 days, then the employee must either
 - ✓ Obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis, Katy ISD recognizes the privacy of medical information therefore, the note does not need to indicate what the alternative diagnosis is,
OR
 - ✓ Obtain an acute negative infection test (PCR or antigen test) with a medical release clearing the employee to return to work

- Board Policy FFAD-Communicable Disease Control Measure will always be followed
- Notify supervisor
- Contact Human Resources – Leave Specialist
- Employee must submit documentation for return to work to their campus administrator

- Employee is in *Close contact: If an employee has been in close contact with someone who has tested positive for COVID-19, the employee will:
 - Notify supervisor
 - Contact Human Resources – Leave Specialist
 - The employee may return to work
 - ✓ After 14 days of self-isolation from the exposure date with no development of symptoms **OR**
 - ✓ Employee receives an acute infection test (PCR or antigen) at an approved testing location that comes back negative for COVID-19 **AND**
 - ✓ No symptoms **AND**
 - ✓ Obtain a medical release clearing the employee to return to work
 - Employee must submit documentation for return to work to their campus administrator

***CLOSE CONTACT** –Complete definition of “close contact” is highlighted on page 9 of this document.

District Communications during COVID-19 Pandemic:

In coordination with the local health department, the Katy ISD shall coordinate and disseminate all communications related to the specific infectious disease.

- General communications from the school district will include –
 - information about the disease in general
 - information about the disease impacts on the school district
 - what the school district is doing
 - what the school district should/should not do
- Targeted communications to affected or vulnerable populations within the school district, as needed
- Specific information on preventing the spread of the disease
- Any combination of the above provided to the media and neighboring communities upon request.

Katy ISD hosts a Smart Restart webpage to provide answers to many questions. Additionally, the District has dedicated email addresses for parents and staff to reach out for further explanation and concerns.

- Smart Restart Team: Returntowork@katyisd.org
- Smart Restart Team: Returntoschool@katyisd.org
- COVID-19 Questions: COVID19responses@katyisd.org
- Katy Virtual Academy Questions: KVA@katyisd.org
- Special Education Questions: specialquestions@katyisd.org
- Special Programs (GT, ESL, Bilingual, Dyslexia, PreK, Interventions): KVASpecialPrograms@katyisd.org

Visibility & Reporting

Katy ISD has established a COVID Dashboard, accessible from the district's main webpage for displaying the current active COVID cases where a student or staff member has reported testing



positive for COVID-19. The campus COVID condition stage is also provided determined through district leadership review of each COVID positive case reported and determination of potential virus spread and mitigation actions required to prevent spreading. The following graphic defines the condition stages.

COVID-19 CAMPUS CONDITION STAGES



PREVENTION - No confirmed cases of COVID-19 among staff or students

- COVID-19 prevention protocols are in place
- Daily intensive cleaning and frequent cleaning of common areas.
- Limited visitor access
- Monitoring virus trends in the community via health departments.



MITIGATION - One or more confirmed case(s) of COVID -19 at one facility.

- Persons who came in close contact of an individual with a confirmed case of COVID-19 will be contacted and advised to self-isolate.
- Affected area is closed for deep cleaning.
- General notification of potential exposure and recommended self-monitoring communicated to all persons at the facility.
- A short-term closure of the facility may be necessary.



MODIFIED OPERATIONS - Confirmed COVID-19 cases in one specific area (i.e classroom)

- Individuals in close contact in that area will be advised to self-isolate at home
- Students and staff impacted move to Intermittent School-to-Home learning model.
- Affected area is closed for deep cleaning.
- General notification of potential exposure and recommended self-monitoring communicated to all persons at the facility.
- A short-term closure of the facility may be necessary.

FACILITY CLOSURE - Confirmed COVID-19 cases impacting 10% of facility occupancy OR

By advisement from national, state, county or city health authority



- Entire facility and activities will be closed for a minimum of two days.
- All students and staff move to Intermittent School-to-Home learning model.
- Those in close contact with confirmed COVID-19 positive persons directed to self-isolate at home.
- District wide communication to staff/parents sent with self-monitoring guidance.



DISTRICT CLOSURE - Confirmed COVID-19 cases exceed 10% of occupancy in 10 facilities OR

By advisement from national, state, county or city health authority

- All Katy ISD facilities close for a minimum of 14 days.
- All Students and staff move to Intermittent School-To-Home learning model.

- Disinfection of all facilities and school buses conducted.
- All auxiliary areas such as playgrounds and athletic areas are closed
- All Extracurricular activities are postponed.

These stages are subject to change dependent on advisement received from city, county, state or national health authorities


In an effort to more quickly identify any staff or student with the virus causing COVID-19, Katy ISD has developed a reporting application that is accessible utilizing a student or staff



identification number and asking questions that will identify timeframe and location that the confirmed positive individual was at a Katy ISD facility. This information is then utilized to determine if there are any other staff or students that may have come in close contact with the confirmed positive individual in order to quickly notify them to self-isolate, self-monitor for COVID symptoms and/or seek medical attention as required. Additionally, the district will take actions to mitigate any further spreading of the virus, as best possible, utilizing the protocols outlined on page 8 of this document.

Katy ISD has also posted signs and posters throughout facilities to promote safe practices and remind students, staff, and visitors of safety protocols in place. Signs will be posted around campus, at main entrances, and inside classrooms.

KATY VISITOR ALERT! KATY



HELP KEEP COVID-19 OUT OF OUR FACILITY

IF YOU OR SOMEONE YOU ARE WITH HAS

- FEVER, COUGH, OR SHORTNESS OF BREATH
- KNOWN EXPOSURE TO SOMEONE DIAGNOSED WITH COVID-19
- DIAGNOSIS OF COVID-19

PLEASE DO NOT ENTER THE FACILITY

PLEASE SCHEDULE ALL VISITS PRIOR TO ARRIVAL
If you have an appointment or require assistance, please use the intercom inside the front entrance vestibule.
Thank You for your cooperation.

KATY HOW ARE YOU FEELING? KATY

- DO YOU HAVE A COUGH, FEVER, OR SHORTNESS OF BREATH?
- IN THE LAST 14 DAYS HAVE YOU BEEN:
 - DIAGNOSED WITH COVID-19?
 - QUARANTINED BY A MEDICAL PROFESSIONAL?
 - IN CLOSE CONTACT WITH ANYONE DIAGNOSED WITH COVID-19?
 - TRAVELED OUT OF THE COUNTRY?

IF YOU FEEL SICK, PLEASE DO NOT ENTER.
TO ENSURE THE HEALTH & SAFETY FOR ALL



BODY TEMPERATURE CHECK IS
REQUIRED
PRIOR TO ENTERING


THANK YOU FOR YOUR UNDERSTANDING
AND COOPERATION

Required Classroom Protocol to STOP THE COVID-19 SPREAD!


FACE COVERINGS REQUIRED




REVIEW ALL PRE-SCREENING SYMPTOM QUESTIONS




WIPE DOWN DESKS BEFORE & AFTER USE




USE HAND SANITIZER




KEEP ALL ITEMS WITH YOU AND DO NOT SHARE




OBSERVE SOCIAL DISTANCING



DO NOT GATHER IN GROUPS



WIPE CAMPUS EQUIPMENT BEFORE & AFTER USE



WASH HANDS FREQUENTLY

KATY

KATY HOW ARE YOU FEELING TODAY? KATY

DO YOU HAVE:

- ◇ A TEMPERATURE GREATER THAN OR EQUAL TO 100°F OR FEEL FEVERISH?
- ◇ A NEW AND PERSISTENT COUGH?
- ◇ DIFFICULTY BREATHING OR SHORTNESS OF BREATH?
- ◇ NEW LOSS OF TASTE OR SMELL?
- ◇ A NEW OR UNUSUAL HEADACHE?
- ◇ CHILLS?
- ◇ A SORE THROAT?
- ◇ NEW CONGESTION OR RUNNY NOSE?
- ◇ NAUSEA OR VOMITING?
- ◇ NEW SIGNIFICANT MUSCLE PAIN OR ACHES?
- ◇ NEW OR WORSENING DIARRHEA?

IF YOU HAVE ONE OR MORE OF THESE SYMPTOMS, PLEASE REQUEST A PASS TO THE NURSE IMMEDIATELY.

KATY THE FOUNTAIN IS FOR FILLING BOTTLES ONLY KATY




DO NOT DRINK DIRECTLY FROM FOUNTAIN



Smart ReStart

FACE MASK REQUIRED




AVISO MASCARILLA REQUERIDA

KATY


Smart ReStart

IT TAKES ALL OF US TO SAVE LIVES!
If we work together, none of our friends and family will be affected by the coronavirus. Hospitals won't be overwhelmed, and lives will be saved.
Learn more at www.texas.gov/covid19


DO YOUR PART TO KEEP FELLOW TEXANS SAFE!




PRACTICE SOCIAL DISTANCING
Avoid crowded places and indoor spaces.




KEEP HANDS CLEAN
Wash hands often with soap and water for at least 20 seconds.



CLEAN & DISINFECT
Clean frequently touched surfaces often with disinfectant.



STAY HOME WHEN SICK
Self-isolate if you have symptoms of COVID-19.



DO NOT SPREAD GERMS
Avoid close contact with people who are sick. Cover your mouth and nose when you cough or sneeze.

SYMPTOMS OF COVID-19
Symptoms may appear 2 to 14 days after exposure.

WHY IT'S DANGEROUS
Most of us will be fine. But, for those who aren't, COVID-19 can be deadly.

30% 56% 10% 4%

TEA

In the last 48 hours, have you experienced any of the following symptoms?

- Fever of 100.0 or above or felt feverish; symptoms may include alternating shivering & sweating
- New cough
- New trouble breathing, shortness of breath, or wheezing
- Vomiting
- New chills
- New muscle aches
- Sore throat
- Diarrhea
- New loss of smell
- New loss of taste or change in taste

In the past 14 days, have you been in contact with someone who has tested positive for Coronavirus, or who has COVID-19 or is under evaluation for Coronavirus?

⚠ If you have answered YES to any of the above, you may NOT enter ⚠

Designated Point of Contact

The school nurse is the designated point of contact for responding to all COVID-19 concerns.

OPERATIONS

Daily Operations of the District will continue to ensure the health and safety of all students and staff while providing required services to the community.

Cafeteria & Food Service

- Katy ISD Nutrition and Food Service staff use face shields, facial coverings, and gloves when performing job responsibilities and are trained to practice health and hygiene regulations.
- Cafeterias are clean and disinfected daily.
- Cafeteria serving and eating areas are cleaned between uses.
- Grab N Go carts are utilized as needed at designated campuses to minimize cafeteria lines, increase the speed of service and enhance social distancing.
- Signage is located in cafeterias to reinforce social distancing.
- Students must wear school ID at breakfast and lunch to ensure efficient scanning of ID for payment and minimize touching of ID by multiple staff.
- Students must follow social distancing signage displayed on the walls and floor markers to maximize social distancing.
- Parents are encouraged to use the Pay N' Go mobile app to provide student meal money instead of sending cash to your child's campus.

Transportation

Per TEA's COVID-19 guidance regarding transportation, Katy ISD is implementing enhanced cleaning and disinfecting procedures between each bus trip. Therefore, additional time is now required between bus trips. For the 2020-2021 school year, the instructional day start and end times have been adjusted to accommodate the enhanced hygiene protocols. Bus transportation is provided for eligible riders and every effort is made to ensure students are able to socially distance. In addition, TEA encourages families to drop students off, carpool, or walk with their student to school to reduce possible virus exposure on a bus.

- All transportation staff are required to wear facial coverings.
- All students, grades K through 12, are required to wear facial coverings upon boarding.
- In most cases, bus seating is assigned, with no more than two students per seat.
- Students and staff are required to use provided hand sanitizer upon boarding the bus.
- Bus windows will remain open to allow for additional ventilation and air flow.
- Buses will be thoroughly cleaned daily, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles.

District Instructional School Day Trips

Before your child goes on an instructional school day trip during a period of potential an infectious / communicable disease situation, please make sure they are aware of the Personal Preventive Steps listed above. Parents should check their child's temperature the morning of their departure to ensure they do not have a fever. If you elect for your child to not participate in an upcoming school trip, it is recommended you notify your child's teacher. If a parent elects for their child to not participate in a

planned school trip, the non-refundable costs associated with the student trip are the responsibility of the parent.

If during the trip, your child becomes ill, Katy ISD personnel will contact you immediately.

Facility Visitors

Campuses and facilities may limit nonessential visitors and volunteers. Lunch time visitation is suspended through district phase one campus protocols. Visitors will be required to schedule appointments prior to arriving at a facility. Visitors should conduct a medical self-screen and adhere to the same protocol as staff and students. Visitors will be required to have a temperature check prior to entering a facility.

Visitors will be required to follow District procedures in regards to face coverings and social distancing.

SCHOOL RELATED ACTIVITIES

In-person Extracurricular & Non-UIL Participation

- B) All UIL co-curricular and extracurricular programs will be conducted in alignment with UIL guidelines and COVID-19 protocols.
- C) Non-UIL student programs will follow the same COVID-19 related guidelines and protocols as UIL programs.
- D) Use of face coverings will be implemented as feasible.

Katy Virtual Academy Extracurricular & Student Organization Participation

- E) KVA offers UIL co-curricular and extracurricular courses in the TEA approved remote asynchronous format. KVA enrolled students may participate in their UIL co-curricular/extracurricular activity before the start and after the end of the school day. Return to School protocols requiring KVA students to participate before the start and after the school day will be reviewed at the end of the six week grading period.

University Interscholastic League (UIL) Mitigation Protocol

UIL has provided guidelines intended to be implemented along with TEA guidance for risk mitigation for the 2020-2021 school year effective August 1, 2020. KISD has adopted these guidelines as minimum standards and may implement more stringent protocols if necessary.

All students and staff shall abide by all District guidelines set forth above.

Athletic and Contest Facilities

- Hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant will be available near athletic or large gathering areas
- All public access areas will be cleaned and disinfected following the event.
- All student areas will be regularly and frequently cleaned and disinfected including all frequently touched areas such as doorknobs, tables, chairs, lockers, and restrooms

- Any equipment that will be kept in student's lockers and/or in these area should be thoroughly cleaned and disinfected each day prior to students accessing these areas.
- All staff and athletes will be required to wear face coverings while inside locker rooms, meeting rooms, training rooms, band halls, and other areas where students may congregate other than shower facilities
- Laundering of uniforms and towels will be the responsibility of athletes.

Practice and Rehearsal Activities

In addition to the above guidelines and rules in the UIL Contest Constitution and Contest Rules and UIL manuals and handbooks, the following applies to practice activities during the 2020-2021 school year.

- All surfaces in practice areas should be thoroughly disinfected throughout and at the end of each day.
- Any equipment should be regularly disinfected before, during, and after practice sessions.

Games, Contest, and Event Management

In addition to the above guidelines and rules in the UIL Contest Constitution and Contest Rules and UIL manuals and handbooks, the following applies to games, scrimmages and events during the 2020-2021 school year.

- Transportation for students will follow TEA guidelines for transportation.
- Teams and participants are required to wear face coverings as ordered
- The host site should designate a cleaned and disinfected area for teams to unload and load buses separate from fans, spectators, and other individuals not essential to the team or group.
- Visiting team/group locker rooms should be cleaned and sanitized by the host site before the visiting team arrives. Visiting teams/groups are responsible for cleaning and disinfecting equipment once it is unloaded. Schools should limit access to these facilities to only student and staff essentials for game, contest, or event.
- Before each game, contest or event, schools should follow the screening protocols to screen all staff members, contractors, volunteers, sports officials, contest judges, and any individuals otherwise involved in working the event.
- Fans and spectators' areas including bleachers, stands, walkways, and other spectator areas should be at least 6 feet from team/group areas such as team benches or performance areas. Where distancing is not feasible, other methods should be utilized to slow the spread of COVID 19, such as face coverings or other risk mitigation efforts the school deems appropriate.

- Other areas used by participants, such as press box areas, should be cleaned and disinfected prior to and after use.
- The host site should provide sports and contest officials an area to enter and exit separate from fans when possible. Officials should be provided dressing and meeting area, if applicable, that has been cleaned and disinfected prior to their arrival.
- Pregame or pre-event meetings between teams and/or sports and contest officials should be planned to allow appropriate distancing between individuals.
- Pregame and post-game gestures of sportsmanship should be conducted between teams and sports and contest officials in ways planned to help reduce the risk of spread of COVID 19.
- All participants should be provided with entry and exit plans for contest areas that maintain separation from non-participants and fans. Individuals not essential to the team or group should not be given access to contest areas, performance areas, courts, or fields at all before, during, or after contests and events.

Student Groups - (not directly involved in the game or contest)

Student groups such as marching band, cheerleaders, drill teams, and other groups approved by the school district may attend and perform at games or contest in which they are not competing. Schools may consider limiting the number of participants to those essential to the performance.

- The student groups should remain separate from the game or contest participants at all times. These groups should avoid mixing with fans or non-group members throughout the game or contest.
- Student groups are required to wear face coverings as ordered
- Schools may consider limiting the number of student and staff given access to the playing areas and ensure protocols for entering and exiting the playing areas are in place.
- Fans and spectators should be located to provide at least 10 feet of distance from bands playing wind instruments from the stands.
- These students should maintain appropriate distancing from game or contest participants at all times, including when on the sideline.

Spectators, Audiences, Fans and Media

Schools may allow spectators to attend games, contest, or events within a maximum 50% capacity limitation, provided that appropriate spacing between spectators is maintained according to the protocol, and according to the following:

- Spectators, audiences, fans, and media shall self-screen prior to arriving
- Spectators, audiences, fans, and media are required to wear face coverings as ordered

- Groups should maintain at least 6 feet of distance from other groups at all times, including the process of admission and seating. A group is defined as no more than 10 people including members of the household and those persons who traveled together to the facility.
- Schools should not allow seating in consecutive rows, and may block off seating to maintain a minimum six feet of distance between groups.
- Pathways for spectator ingress and egress should be clearly marked and unobstructed.
- Schools may provide hand sanitizing stations and/or hand washing stations at entrances and inside the facility.
- Seating, handrails, and other common surfaces will be cleaned and disinfected prior to each game or contest.
- Press Box seating should include social distancing of at least six feet between individuals when possible.
- Schools may limit access to working media providing coverage of the event to ensure protocols are followed.

Concession Stands and Food Services

For games, contest, and events that will include concession stands or other food service, the following guidelines apply:

- All staff, volunteers, contractors involved in food service are required to wear face coverings as ordered
- Sites should avoid leaving condiments, silverware, flatware, glassware, or other traditional table top items on unoccupied tables or at the counter. Sites should only provide condiments or flatware upon request, and in single use, individually wrapped items.
- Regularly clean and disinfect the food service counters and areas. Clean and disinfect dining areas (tables, etc.) after each patron departs.
- Limit contact between the individuals involved in food service and patrons as much as possible.
- Before each game, schools should follow the screening procedures as described above to the staff, contractors, and volunteers who will be involved in food service. These individuals should also self-screen as described in the screening protocols.

PHASE 1 CONTINUATION WITH MODIFICATIONS effective 28 September, 2020

Modified Campus Phase 1 Safety Protocols for all Elementary & Secondary Campuses:

- Classroom protocols modified to require students and staff to wipe down their workspace at the beginning of use. Hand sanitizer and wipes will continue to be available in all classrooms for students
- Elementary playground equipment may be utilized by students during recess ensuring hand sanitizer and hand washing time is available immediately after use and before returning to class. District custodial staff will sanitize the playground equipment each morning prior to student use.
- Library and computer lab(s) may be utilized with the requirement of cleaning work- spaces before student use. Additionally, time should be incorporated following group instruction for hand washing before returning to regular class instruction.
- Returned library book are quarantined for a 6-day period before being checked out again to students. Any classroom libraries or other issued textbooks utilized in the classroom should follow the same protocol as the library.
- Elementary & Secondary grouping of students for instructional purposes will be allowed with facial covering protocol strictly adhered to, desk shields utilized where possible and continued cleaning of workspaces by students.
- Campus events, outside the instructional day, may be allowed with supervising event staff completing a required COVID-19 safety and mitigation training. Event capacity for indoor events, outside the instructional day, may be limited and must follow current state, local and TEA guidance.