



# Donna Independent School District



## Learn and Lead Safely 2.0 2021-2022

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"THE DISTRICT"

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Assistant Superintendent  
for Secondary Leadership

**Rebecca Castaneda**  
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Leadership

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of Curriculum and  
Instruction

**Alfonso Perez**  
Assistant Superintendent  
for Business and Finance

# Donna Independent School District

"THE DISTRICT"

Dear Donna ISD Parents and Community,

As the year progresses, we continue to monitor and review our safety protocols and the social, emotional, and academic needs of our students. Please know that the safety and well-being of our students and staff is our first priority. We are also working diligently to ensure that all students have access to high-quality in-person learning.

Donna ISD is proud to share that our Learn and Lead Safely 2.0 Plan has been highly effective in helping us reduce positivity rates for COVID-19. On Donna ISD [COVID-19 Dashboard](#), we are updating cases and quarantines daily and continuing to monitor campus and district trends. Our COVID Response Committee met to review protocols and determine where we could make some adjustments based on our current data. In this updated Learn and Lead Safely 2.0 Plan, you will see the following updates:

1. We will begin allowing parent volunteers to support in person at the campus level, but will ask that they wear a face mask while on site.
2. We will transition from masks being mandated to highly recommended.
3. We will allow **parents** to drop off food to their children. (No deliveries from other sources or for students other than your child.)
4. We will deliver water bottles to our campuses while we await the installation of our touchless water fountains.

We will continue to engage in practices that are proving to be integral to stopping the spread of the COVID-19 virus and ask for the continued support of our parents:

- Students with symptoms will be assessed and tested before entering the classroom
- We will continue onsite voluntary testing for COVID
- We will continue testing our students involved in extracurricular activities
- We will continue to highly encourage masking and providing masks for staff and students in need of one
- We will continue all cleaning and disinfecting measures
- We will continue to host vaccination clinics

We are so thankful to our Donna ISD staff for getting vaccinated! Currently, 87.5% of the DISD Team is vaccinated. This is amazing! We highly encourage all people eligible for the vaccine to join us and stop the spread. Thank you for your ongoing support.

Sincerely,

Angela Dominguez, Superintendent

# Introduction and District Priorities

As a school district, Donna ISD looks forward to welcoming students back to school on August 23, 2021. Despite the challenges with COVID-19, our district will continue to provide excellent education to our students through **in-person learning**. As the public health crisis continues, we have been planning for the opening of the 2021-2022 school year with a focus on the health, safety and well-being of our staff, students and community.

Donna ISD will continue to follow recommendations provided by the Centers for Disease Control and Prevention (CDC), the Texas Education Agency, and state and local health officials.

As adjustments may be necessary throughout the coming school year, it will be our priority to keep the community informed of those changes and updates. The **Donna ISD website** will provide you with the most up-to-date information.

Our planning process has continuously evolved around new information and guidance that we receive from the state. Our Task Force Team and Advisory Groups have planned with the following key priorities and focus areas in mind:

## KEY PRIORITIES AND FOCUS AREAS



- District/Campus Operations & Facilities
- Public Health and Safety
- Instruction and Technology
- Maintaining Workforce
- Parent Choice
- Equity
- Innovation
- Communication

# District Academic Calendar



"THE DISTRICT"

# 2021-2022

## CALENDAR KEY

- Early Release/ Planning
- New Teacher Orientation
- Staff Development
- Staff Work Days
- Bad Weather Days
- Holiday Break
- Spring Break
- [ ] First/Last Day of Six Weeks
- ★ Online Testing Window-STAAR
- ☆ Paper Based Testing - STAAR

## SIX WEEKS PERIODS

1st Six Weeks	Aug. 23 - Sept. 24	25 days
2nd Six Weeks	Sept. 27 - Oct. 29	25 days
3rd Six Weeks	Nov. 1 - Dec. 17	30 days
4th Six Weeks	Jan. 4 - Feb. 25	38 days
5th Six Weeks	Feb. 28 - Apr. 22	33 days
6th Six Weeks	Apr. 25 - June 3	29 days

## DHS GRADUATION



TBD

## DNHS GRADUATION



TBD

## HOLIDAYS

Thanksgiving	Nov. 22 - Nov. 26
Winter Break	Dec. 20 - Dec. 31
Holidays	Apr. 15 & May 30
Spring Break	March 14-18

## DAYS OF INSTRUCTION

Semester 1	80 days
Semester 2	100 days
<b>Total Days</b>	<b>180 days</b>
Minutes	80,325

## BAD WEATHER DAYS

Feb. 14 & Apr. 18

## ER / PLANNING DAYS

Sept. 24, Oct. 29, & Feb. 25

## STAFF DEVELOPMENT

Aug 16-19  
January 3

### August 2021

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### September 2021

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### October 2021

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### November 2021

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### March 2022

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### April 2022

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### May 2022

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### June 2022

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### July 2022

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Board Approved:

# Instructional Information for Families

Donna ISD will be implementing **in-person learning** across all learning environments and not offer remote learning for the 2021-2022 school year. Donna ISD is committed to ensuring that students have an equitable experience and access to high quality instruction:

- Students will be required to attend classes Monday through Friday in a face-to-face learning environment and receive equitable learning opportunities
- Donna ISD will utilize the strategies and best practices associated with blended learning to design learning activities for all students.
- Learning experiences are designed to meet the needs and environment of all learners.
- Students will engage in high quality learning experiences aligned to Donna ISD curriculum and Texas Essential Knowledge and Skills.
- Students will continue using technology devices in the classroom as instructional support including the use of Ipads (K-2nd) and Chromebooks (3rd - 12th).

## IN-PERSON LEARNING

Students and teachers will attend class in-person, five days a week, with additional safety measures in alignment with federal, state, and local guidelines and recommendations.

- Teachers will provide face-to-face instruction, learning resources, blended learning models, and support utilizing Google Classroom.
- All students identified for any Special Pops Category (Special Education, EL/LEP, RTI, 504, Migrant, GT, CTE, At-Risk, etc.) will receive their designated services as outlined by their respective program committee and mandates.
- District-directed and campus-designed safety procedures will be implemented.

# Campus Health & Safety Protocols

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**The district may need to change protocols at any time to address specific needs and circumstances in order to protect the health and safety of students, employees and the community.** Please note, health guidance cannot anticipate every unique situation. As a result, Donna ISD will continue to consult available guidance through governmental agencies and other information deemed relevant to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards and accessibility standards to address individual needs.

It is important to remember the virus that causes COVID-19 can be spread by infected persons who have few or no symptoms. Even if an infected person shows no symptoms or is only mildly ill, the people they spread it to may become seriously or fatally ill. Because of the hidden nature of this threat, Donna ISD expects all employees, students and families to rigorously follow these practices.

## Attendance

Students will be required to attend classes Monday through Friday at their respective report time: Elementary 7:45 - 3:15; Middle School 8:15 - 4:00; High School 8:30 - 4:00.

### 100% In-Person Instruction

- Teachers and students are working in class 5 days a week.
- All instruction is delivered in a traditional classroom setting with safety protocols in place.
- Students will follow a regular class schedule and receive 100% real-time instruction.
- Attendance will be taken during the required attendance taking time.

## Opening of the School

Donna ISD will ensure all staff, resources, and supplies are prepared for opening school ensuring proper training and stocking inventory of necessary supplies.

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations and resources to assist with plans and protocols for health and safety. Donna ISD will implement health and safety plans that include:

- Ensuring adequate supply inventory (e.g., cleaning supplies, hand sanitizer, etc.)
- Cleaning with products approved by governing authorities and per guidelines from the Environmental Protection Agency
- Ensuring compliance with CDC, Health and Human Services, the Texas Education Agency and other jurisdictional policies
- Providing communication of procedures and expectations upon entering facilities and throughout buildings

## Training

Prior to the first day of school, administrators can refer to the [CDC's K-12 Schools Readiness and Planning Tool](#) to protect students, staff, and communities. On the first day students attend school, the campus will provide instruction to students on appropriate hygiene practices and other mitigation practices.

- Students will participate in campus-based training specific to adopted health and safety protocols by utilizing the following CDC videos:
  - [How to Wear a Face Mask](#)
  - [Face Masks Do's and Don'ts](#)
  - [COVID-19 Stop the Spread of Germs](#)
- If a student is experiencing symptoms they need to immediately notify a teacher.

## Protocols for Arrival and Dismissal

Parents must ensure they do not send a child to school if the child has COVID-19 symptoms or is lab-confirmed with COVID-19.

### Arrival

- Parents are asked to bring students as close to the beginning of the school day as possible to reduce the number of people waiting for the school doors to open.
- Parents will not be permitted to walk students inside the school building for elementary and middle school.
- Hand sanitizer stations will be placed at entrances and exits of buildings. Students will be encouraged to sanitize their hands upon entering
- When possible, separate entrances will be utilized for car riders, bus riders, and walkers. Students will proceed directly to their designated areas set by each campus.

### Dismissal

- Students will be encouraged to sanitize hands before exiting the building.
- The campus will designate staggered dismissal groups when possible.
- Separate exits will be utilized for car riders, bus riders, and walkers to the greatest extent possible.
- Parents picking up students during the day will be encouraged to call ahead so that students can be sent or accompanied to parent vehicles upon arrival. Office staff will sign the student out, documenting both the time the student left the building, as well as the time the parent requested for early dismissal, to the greatest extent possible for elementary and middle school.

### Hallways

- Donna ISD campuses vary in size, floor plan, and population. As a result, movement patterns will vary from campus to campus and decisions related to supervision and bell schedule adjustments will be made by campus administration.
- Students are encouraged to observe and follow school hall traffic flow directions while maintaining social distancing guidelines.

- Students should immediately report to their next class and not congregate in the hallway.

## Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, and hand washing and sanitizing.

- Desks or tables will be socially distanced, at least at three feet or more, when feasible. If not possible, layer other preventive strategies such as student desk shields and highly encourage the use of masks.
- Multiple locations of hand sanitizer will be available throughout the classrooms and common areas.
- Air purifying devices will be purchased for all classrooms.
- High-touch surfaces will be disinfected daily.
- Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
- Technology (1:1 individual devices) should be utilized when students are involved in collaborative work.

## Extracurricular Activities

### Athletics/Fine Arts

- Practices and games/competitions will follow protocols established by UIL Guidelines and Donna ISD Athletic Mitigation Plan. In-season and off-season activities will follow the most current guidelines available.
- Coaches/Directors will provide an orientation of protocols and expectations for students at the beginning of their respective season(s).
- Parents and students will be expected to provide timely notification of any health concerns to their coach or athletic trainer.
- Sharing of water or sports drinks will not be allowed at any time.
- Performances/games may be adjusted based on prevailing health and safety guidelines from UIL, the TEA, or local health authorities. Adjustments could impact transportation procedures and the number of attendees at venues.

## Protocols for Campus Cleaning and Disinfecting

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

### Daily Campus Cleaning

- Campuses will be cleaned throughout the instructional day.
- All high-touch areas will be disinfected throughout the day.
- Custodial staffing will be aligned to allow for ongoing cleaning of high-touch surfaces during the instructional day.
- The cafeteria will be disinfected between lunch periods.
- Each classroom and common area will be supplied with sanitation supplies to maximize cleanliness from space to space.

- Staff will have access to supplies to clean/disinfect working surfaces, shared objects, and high-touch areas after use and during breaks in instruction.
- Cleaning products will be properly stored when not in use.
- Deep cleaning with an EPA registered product will occur each day after school hours.
- Each classroom and restroom will be cleaned and disinfected at the end of each day.
- Restrooms: Increased disinfecting will occur throughout the school day.

## Protocols for Campus Visitors

To help ensure the physical safety of students and staff, Donna ISD will limit visitor access for all campuses during school hours to those deemed essential on the daily running of the campus.

- Campuses will utilize virtual meeting options when possible.
- Visitors who enter the building must wear a face covering.
- Parents will not be allowed to walk their child(ren) to class.
- Parent volunteers in conjunction with our Parental Department will be allowed (must wear face covering).
- Before or after school hours, visitors may participate in campus activities.

### Visitor Screening

- Visitors must have their temperature checked prior to entering (Dr. Owl is no longer necessary).
- Any Individuals permitted to proceed beyond the reception area must follow all safety and campus protocols.
- If visitors have COVID-19 symptoms, or are lab confirmed with COVID-19, they must remain off campus until they meet the criteria for re-entry.

## Protocols for Disinfecting and Hand Sanitizing

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

### Hand Washing/Sanitizing Expectations

- Hand sanitizer will be available at the campus, in classrooms, in the cafeteria and in common areas throughout the campus.
- Staff and students will be expected to regularly wash or sanitize their hands.
- Requirement for hand washing and/or use of Donna ISD-provided hand sanitizer
  - Provide hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day.
  - Habitual and thorough hand washing after any type of break, before eating and following restroom breaks.
  - Signage for proper hygiene practices will be posted throughout the buildings, in the restrooms, and at the entrances.
    - [How to Safely Wear and Take off a Cloth Face Covering](#)
    - [Stop the Spread of Germs](#)
    - [How to Protect Yourself and Others](#)
    - [How to Wash Your Hands](#)
    - [How to Hand Rub with Hand Sanitizer](#)

### Disinfecting Expectations

- Staff will have access to disinfectant solutions to sanitize high-touch and working surfaces and shared objects frequently.
- Staff will limit the use of shared supplies when possible.

## Protocols for Personal Protective Equipment

**UPDATE:** As of October 19, 2021, Donna ISD will “highly encourage” the use of facial coverings for all students, faculty, and staff regardless of vaccination status.

## Protocols for Screening and Isolation

### General

Screening and isolation are activities that campuses conduct in an effort to keep the virus out of campuses. Schools will clearly communicate screening requirements and protocols to families and staff.

### Screening Protocols (Dr. Owl is no longer necessary)

- **STUDENTS:**
  - Elementary: Temperature checks will continue to be taken at the campus upon entry. If the temperature is within a normal range, the student will be allowed to proceed. Those students who have a temperature of 100.0 or above will not be allowed on-site until 24 hours after the temperature has returned to normal range.
  - Secondary: Temperature checks are optional, based on feasibility and administration.
  - Any student who develops two or more low-risk symptoms or one high risk symptom of COVID-19 will also be required to seek evaluation by a medical provider. The table below outlines high and low risk symptoms of COVID-19. If any student or employee feels ill, a covid-19 reporting form will be completed by a school nurse. The form will be available for self-report, report by a supervisor, or reporting by a school nurse.

HIGH RISK	LOW RISK	
Cough	Fever/Chills	Sore Throat
Shortness of breath/difficulty breathing	Headache	Runny Nose
New loss of taste or smell	Myalgias	Congestion
	Nausea, Vomiting, Diarrhea	

- Whether the student has two or more low-risk symptoms or one high risk symptom, the student will be encouraged to seek medical advice. If the student tests positive, they will be required to present signed medical clearance to both the Donna ISD Health Services at the end of the 5-day isolation period. They will also need to have

been afebrile (without fever) for 24 hours and with symptoms improving prior to returning to work. If the student tests negative, the student will be allowed to return on-site after 24 hours of being afebrile with symptoms improving along with medical clearance.

- **EMPLOYEES AND STUDENTS** should not enter campuses or district buildings if any of the following apply. The individual is:
  - With temperatures of more than 100 degrees. Individuals must remain at home until 24 hours after symptoms have resolved.
  - Has a confirmed case of COVID-19 or has been in close contact with a person with a confirmed case of COVID-19 and is unvaccinated. These individuals must follow all isolation and quarantine guidelines from the local health authority or their physician.
  - Has a household member who is awaiting COVID-19 test results, or who is awaiting their own test results.

### Isolation Protocols

- For students and staff displaying symptoms of COVID-19 or are feeling feverish, the school nurse will provide a clinical assessment to determine if and when a student/staff needs to be sent home.
- Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the campus has contacted the parent/guardian.
- Other students will be removed from the classroom and taken to an alternate location on campus (go on a walk outside, move to a different classroom, etc) so that the classroom can be disinfected.
- District communication will be provided to the students and staff who came in contact with a student or staff member displaying COVID-19 symptoms.

## Protocols for Positive COVID-19 Cases on Campus

There will be a form for documenting those who test positive for COVID-19. The form will be available for self-report, report by a supervisor, designee, or reporting by a school nurse.

Once a student is tested for COVID-19 and receives test results, it is important that privacy procedures and guidelines are followed. Regardless of whether the result is positive or negative, the student will not return to school to share the results, but will do so electronically to the campus Principal and/or Nurse.

A COVID-19 Reporting Form will immediately be filled out by the campus nursing staff and highlighted in yellow to indicate "student." When the reporting form is initially filled out, it is unlikely that enough time will have lapsed for all aspects of the form to have been addressed. Nevertheless, much of the form should be completed and sent via electronic mail to the Donna ISD Health Services Director RosaMaría Campos and Irene Castillo, COVID Nurse (covidreporting@donnaisd.net).

Donna ISD COVID-19 Hotline (956)647-2629 or 464-1757.

The Human Resources Department will update other district-level administrators regarding the COVID-19 infection so that other district students avoid that area and deep cleaning of the impacted facility is done no less than 24 hours after the location has been vacated. The campus/district administrator will be charged with contacting the student and engaging in contact tracing to identify any other district stakeholders who may have had close contact with the student.

### **When notified of a confirmed COVID-19 student or employee case**

- Notify the following:**
  - Donna ISD COVID-19 Hotline at (956) 647-2629 or 464-1757
  - Campus Administrator
  - Campus Nurse
- Health Services will inform the following:**
  - Hidalgo County Health Department  
Health Services will notify Hidalgo County Health Department and provide necessary information to begin contact tracing. Hidalgo County will provide guidance regarding communication to contacts and recommended school closing based on current CDC, Federal, State, and County guidelines.
  - Donna ISD Human Resources Department  
Health Services will collaborate with the Human Resources Department, which will inform District Leaders, regarding recommendations provided by Hidalgo County as to convey pertinent information to students, families and the general public, in addition to determining necessary means to clean and disinfect based on current guidelines and risk of exposure.
- Upon notification, the campus principal will review the form to determine exposure.**
  - Once individuals are identified, the campus principal will provide the district approved memo to all identified individuals in contact with the identified positive case.
  - The campus nurse will follow up with the individual (positive) and provide information regarding return to school or work environment.
  - The person who is identified as positive has a right to privacy under HIPPA and the name of the individual can NOT be released.
  - Health Services will provide additional information as needed.
- Clearance to Return**

Employee/Student displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members. Students and staff who have tested positive for COVID-19 will be permitted to return to school when:

  - They are 24 hours' fever-free without using fever-reducing medication;
  - Improved symptoms (cough, difficulty breathing, etc.);
  - 5 days have passed since positive test result with no symptoms or
  - If tested positive and symptomatic, have isolated for 10 days - Positive test requiring 10-day isolation will require a medical release to return to work.
  - Isolation - (anyone that tests positive for COVID-19 regardless of vaccination status)
    - Stay home for 5 days
    - May return on the 6th day if asymptomatic (no fever, flu like symptoms)
    - Return to work on the 6th day, you will be required to wear a mask for up to 5 additional days.
    - You will get tested on the 10th day.

- If you have symptoms, you will stay home until symptoms clear and you will need a Dr.'s clearance to return to work.
- Quarantine - (anyone exposed to someone who tested positive for COVID-19) *Close contact definition: less than 6 feet from an infected person for a duration of 15 minutes over a 24-hour period.*
  - If you have been fully vaccinated with Pfizer or Moderna within the last 6 months or have completed the J&J vaccine series within the last two months and you have your booster shot.
    - You can be around others but you will be required to wear a mask for 10 days.
    - Get COVID-19 tested on the 5th day
    - If you develop symptoms, stay home and get tested.
  - If you are vaccinated with Pfizer, Moderna and or the J&J series but do not have the booster shot or if you are unvaccinated, you will:
    - Stay home for 5 days
    - May return on the 6th day if asymptomatic (no fever, flu like symptoms)
    - Return to work on the 6th day, you will be required to wear a mask for 5 additional days.
    - You will get tested on the 10th day.
    - If you develop symptoms stay home and get tested.

## Child Nutrition Services

School meals will be provided through a variety of delivery services including the cafeterias, classrooms, or multi-purpose rooms.

- Elementary students will be seated according to a seating plan consistent with social distancing guidelines to the greatest extent possible.
- Students will maintain social distancing guidelines when coming through the cafeteria line.
- All students are expected to wash hands or use hand sanitizer prior to entering the cafeteria.
- All students will be “highly encouraged” to wear a face covering, unless they are eating.
- Lunch times will be staggered as much as possible to allow for social distancing.
- Cafeteria prep areas will be disinfected regularly with an EPA registered product.

## Transportation

For students utilizing bus transportation it is mandatory for students to wear a face covering (as per the [CDC guidance and federal mandate](#)).

- Buses will resume operating at full capacity, however, seating charts will be required.
- At the bus stop, students should practice social distancing.
- Members of the same household are encouraged to sit together.
- Students should not share food, drinks, or personal devices.

- School bus drivers, bus assistants and staff will be spraying and wiping down seats and high-touch items with an [EPA registered product](#).
- Bus seating areas will be disinfected after each bus route and at the end of the day, particularly high-touch surfaces such as bus seats, steering wheels, knobs and stairway handrail.
- Ventilation on buses will be controlled to reduce the spread of virus.
- *District Initiative: Investing in a bus sanitizing system.*

## Water Fountains

- Students are encouraged to bring their own reusable water bottle for use throughout the day and expected to take water bottles home to be cleaned on a daily basis.
- Students will not drink directly from water fountains.
- *District Initiative: Touchless water fountains will be installed at all campuses.*

# Cleaning/Sanitizing/Disinfecting Agents

## Cleaning-Sanitizing-Disinfecting Agents used by Donna ISD\*

- [Disinfecting Wipes](#), [Peroxide Multi Surface Cleaner and Disinfectant](#), [Portion Pac Germicidal Cleaner](#) (all three COVID-19 rated) and [DMQ Damp Mop Neutral Disinfectant Cleaner](#):

Primary use is for cleaning and sanitizing horizontal and vertical surfaces:

- Student desks, classroom work areas
- Cafeteria tables
- Handrails
- Countertops
- Push-bars on doors
- High-touch items

- [Pure Bright Germicidal Ultra Bleach](#) (COVID-19 rated) and [NABC Non-Acid Disinfectant Bathroom Cleaner](#):

Primary use is for bathroom floors, stalls/partitions, urinals and toilets.

- [Stride Citrus 3 Neutral Cleaner](#):

Used for mopping and auto-scrubbing of non-carpeted, non-restroom floors (VCT and concrete flooring):

- Hallways, cafeteria, clinic

- [Virex II 256](#) and [PUR TABS Effervescent Sanitizing/Disinfection Tablets](#) (Both are COVID-19 Rated)

Used upon special request (multiple cases of flu, report of staph, MRSA, etc.) to disinfect:

- A grade-level area
- Wing of a building
- Locker room

\* Similar EPA Registered Products will be used upon unavailability of listed products.