

EXCELLENCE IN LEADERSHIP ACADEMY
SAFE RETURN TO IN-PERSON INSTRUCTION
2021-2022



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Letter from the Superintendent

Virtual & Hybrid School Accelerator (Virtual Remote Learning)



House Bill 1468, which would have authorized local school districts the option to offer remote and hybrid learning programs for the 2021-2022 school year, did not pass at the end of the Texas legislative session.

Without the passage of HB 1468, remote/hybrid learning is not authorized by the Texas Education Agency (TEA) for full funding within the existing legal framework for school year 2021-2022, with a few exceptions (for example, existing

Texas Virtual School Network members).

Since the governor ordered schools closed in March of 2020 and subsequently ordered TEA to issue operations guidance for the 2020-2021 school year, TEA was able to authorize remote learning through disaster-based waiver authority and conditions. However, that authority will no longer apply in the 2021-2022 school year.

While it is possible that remote/hybrid learning may be authorized in the future, it is unclear when that authorization may happen. The Texas Education Agency has stated before that the Virtual & Hybrid School Accelerator's launch is dependent on the passage of legislation, and given current status, are not launching or approving the Virtual & Hybrid School Accelerator as previously planned.

Thank you for all your support and commitment in order to ensure that our students will continue to learn and grow. Excellence in Leadership Academy remains committed to doing everything possible to ensure a safe and healthy environment for all students and staff. We will continue to follow all appropriate guidance from the Center for Disease Control (CDC), as well as the Texas Education Agency and Hidalgo County Health Department.

We look forward to an amazing school year. We are excited to having all our students back with us this fall!

Sincerely,

Dr. A. Mendoza

Dr. Ana M. Mendoza
Superintendent

Governor Gregg Abbott GA 36- Executive Order

Governor Gregg Abbott GA 36- Executive Order

Gov. Greg Abbott issued an Executive Order on May 18, 2021, prohibiting governmental entities in Texas- including counties, cities, school districts, public health authorities or governmental officials-from requiring or mandating mask-wearing.

According to the governor's order, public schools may continue to follow current mask-wearing guidelines through June 4. After June 4, no students, teacher, parent or other staff member or visitor can be required to wear a mask while on campus.

Beginning May 21, local governments or officials that attempt to impose a mask mandate or impose a limitation that's inconsistent or conflicting with the Executive Order can be subject to a fine up to \$1,000, the governor's order states.

After June 4, 2021, face masks are optional.



GOVERNOR GREG ABBOTT

May 18, 2021

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
12:15 PM
MAY 18, 2021
Secretary of State

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

Executive Order No. GA-36 relating to the prohibition of governmental entities and officials from mandating face coverings or restricting activities in response to the COVID-19 disaster.

The original executive order is attached to this letter of transmittal.

Respectfully submitted,


Gregory S. Davidson
Executive Clerk to the Governor
GSD/gsd

Attachment



Public Health Guidance

August 19, 2021

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. This guidance is subject to change as new information becomes available.

This guidance addresses:

- On-campus instruction
- Non-UIL extracurricular sports and activities
- Any other activities that students must complete

For guidance on matters related to school system staff, please refer [here](#). Additionally, as a reference for practices recommended by the CDC, see [here](#).

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.

Masks

Please note, mask provisions of GA-38 are not being enforced as the result of ongoing litigation. Further guidance will be made available after the court issues are resolved.

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

Students Who Are Close Contacts

As a reference, close contact determinations are generally based on guidance [outlined by the CDC](#), which notes that individuals who are fully vaccinated may not need to follow the stay-at-home period.

As noted above, public health authorities will be notified of all positive cases in schools. While school systems are not required to conduct COVID-19 case investigations, local public health entities have authority to investigate cases and are currently engaged in cooperative efforts on that front. Participation by individuals in these investigations remains voluntary. If school systems are made aware that a student is a close contact, the school system must notify the student's parents.

Parents of students who are determined to be close contacts of an individual with COVID-19 may opt to keep their students at home during the recommended stay-at-home period. Parents who opt to send their children to school in the two weeks following exposure are encouraged to closely monitor their children for symptoms.

For individuals who are determined to be close contacts, a 14-day stay-at-home period was previously advised by the CDC based on the incubation period of the virus. CDC has since updated their guidance, and the stay-at-home period can end for students experiencing no symptoms on Day 10 after close contact exposure, if no subsequent COVID-19 testing is performed.

Alternately, students can end the stay-at-home period if they receive a negative result from a PCR acute infection test after the close contact exposure ends.

During the stay-at-home 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.

2

Staff Who Have COVID-19 or Who are Close Contacts

Similar to students, school systems must exclude staff 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. Staff may return when the re-entry conditions have been met, as described in the [DSHS rule](#) used for students.

For staff who are not fully vaccinated who meet the close contact threshold with a COVID-19 positive individual, it is recommended that the staff remain off campus during the stay-at-home period.

For staff who meet the close contact threshold with a COVID-19 positive individual, if these staff continue to work on campus, rapid testing must be performed at the start of the day, at least once every other day until the end of day 10.

Introduction

EXCELLENCE IN LEADERSHIP ACADEMY looks forward to welcoming students back to school on **August 16th**. Despite the challenges with COVID-19, our district will continue to provide the excellent education to our students, which will include in-person instruction. 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, which is of utmost importance to ELA.

EXCELLENCE IN LEADERSHIP ACADEMY is planning to follow recommendations for school opening and operations provided by the Centers for Disease Control and Prevention (CDC), the Texas Education Agency, and state and local health officials.

EXCELLENCE IN LEADERSHIP ACADEMY will inform parents and the community of any necessary changes that will occur throughout the year. Our priority is to keep our community informed of any changes or updates. ELA will provide updated information in our parent weekly newsletters, memos, website, and Facebook.

ELA's plan is to continue to monitor the severity of the pandemic and understands that this plan will be modified as public health situations arise. Updates will be made as we receive new information and guidance from the Texas Education Agency, Hidalgo County Health Department and Center for Disease Control and Prevention (CDC). This plan is divided into two sections:

1. Instructional Plan
2. Operations/Safety Plan.

Academic Calendar



EXCELLENCE IN LEADERSHIP ACADEMY

School Calendar 2021-2022

First Day of School **08/16/21**
Last Day of School **05/27/22**

Student Instructional Days 173
Staff Work Days 187

School Start Time **8:00 AM**
School End Time **3:30 PM**

AUGUST-21							Six Weeks Periods							FEBRUARY-22						
S	M	T	W	TH	F	S	1 st Six Weeks August 16 – September 24 29 Days 2 nd Six Weeks September 27 – November 5 28 Days 3 rd Six Weeks November 8 – January 14 30 Days 4 th Six Weeks January 17 – February 28 29 Days 5 th Six Weeks March 1 – April 14 28 Days 6 th Six Weeks April 19 – May 27 29 Days	S	M	T	W	TH	F	S						
1	2	3	4	5	6	7		6	7	8	9	10	11	12						
8	9	10	11	12	13	14		13	14	15	16	17	18	19						
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22	23	24	25	26	27	28		27	28											
29	30	31						MARCH-22												
SEPTEMBER-21							Staff Planning / Work Days							MARCH-22						
S	M	T	W	TH	F	S	STUDENTS DO NOT ATTEND SCHOOL August 6-13, 2021 October 8, 2021 January 6-7, 2022 February 18, 2022 May 31 - June 3, 2022	S	M	T	W	TH	F	S						
			1	2	3	4		6	7	8	9	10	11	12						
5	6	7	8	9	10	11		13	14	15	16	17	18	19						
12	13	14	15	16	17	18		20	21	22	23	24	25	26						
19	20	21	22	23	24	25		27	28	29	30	31								
26	{27	28	29	30			APRIL-22													
OCTOBER-21							Holidays							APRIL-22						
S	M	T	W	TH	F	S	LABOR DAY September 6 THANKSGIVING November 22 – 26 CHRISTMAS December 20 – January 5 HOLIDAY February 21 SPRING BREAK March 14 – 18 GOOD FRIDAY April 15 MEMORIAL DAY May 30	S	M	T	W	TH	F	S						
					1	2		3	4	5	6	7	8	9						
3	4	5	6	7	8	9		10	11	12	13	14	15	16						
10	11	12	13	14	15	16		17	18	{19	20	21	22	23						
17	18	19	20	21	22	23		24	25	26	27	28	29	30						
24	25	26	27	28	29	30	MAY-22													
31							S	M	T	W	TH	F	S							
NOVEMBER-21							Bad Weather Days							MAY-22						
S	M	T	W	TH	F	S	October 11, 2021 April 18, 2022	S	M	T	W	TH	F	S						
	1	2	3	4	5	6		1	2	3	4	5	6	7						
7	{8	9	10	11	12	13	Food of Minimal Nutritional Value Days							8	9	10	11	12	13	14
14	15	16	17	18	19	20	Dec. 17, 2021 - Feb. 14, 2022 - May 27, 2022							15	16	17	18	19	20	21
21	22	23	24	25	26	27	STAAR Testing Days							22	23	24	25	26	27	28
28	29	30					April 5 – 8 May 3 - 6 May 10 - 13 June 21 - 24 Retest							29	30	31				
DECEMBER-21							TELPAS Testing Days							JUNE-22						
S	M	T	W	TH	F	S	February 21 – April 1							S	M	T	W	TH	F	S
			1	2	3	4				1	2	3	4	5	6	7	8	9	10	11
5	6	7	8	9	10	11								12	13	14	15	16	17	18
12	13	14	15	16	17	18								19	20	21	22	23	24	25
19	20	21	22	23	24	25								26	27	28	29	30		
26	27	28	29	30	31		JULY-22							S	M	T	W	TH	F	S
JANUARY-22																			1	2
S	M	T	W	TH	F	S								3	4	5	6	7	8	9
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16	{17	18	19	20	21	22								31						
23	24	25	26	27	28	29														
30	31																			

173 Days x 450 minutes = 77,850 minutes

915 West Interstate Highway 2, Mission, Texas 78572 Phone: (956) 424-9504 Fax (956) 585-4673 Email: info@elacharterschool.com www.elacharterschool.com

Board Approved April 19, 2021

Instructional Plan Design

EXCELLENCE IN LEADERSHIP ACADEMY will implement in-person learning for the 2021-2022 school year. **Instruction:** Instruction will commence on **Monday, August 16th, 2021**, and conclude on **Friday, May 27th, 2022**. The district will provide the following instructional models to our students.

Traditional Classroom Instruction/In Person Instruction - Students and teachers will attend class in-person, five days a week, with additional safety measures in alignment with state and federal guidelines and recommendations.

- Students are required to attend classes from Monday through Friday.
- Daily Class begins at 8:00 a.m. and ends at 3:30 p.m.
- Students will continue to utilize technology devices in the classroom as instructional support.
- Teachers will provide in person instruction with blended learning resources and support utilizing Google Classroom.
- Students will engage in high quality learning experiences that are designed to meet the needs of all students.
- Campus-designed safety procedures will be implemented by following federal, state, and local guidelines and recommendations.

Social Emotional Learning (SEL) Program

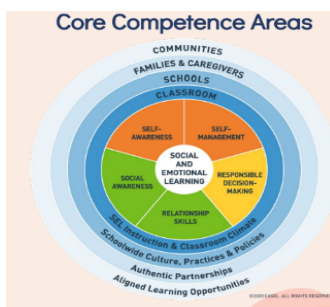


Excellence in Leadership Academy wellness is a holistic approach that is dedicated to the mental and emotional wellness of students, families, and staff.

- Schoolwide SEL helps students excel academically, build stronger relationships, and lead happier, healthier, more fulfilling lives.
- Systemic SEL implementation is an ongoing, long-term process that involves a coordinated approach to reach students in all settings where they spend their time—in classrooms, throughout the school, in the home, and in the community.
- ELA can develop family partnerships around SEL by providing opportunities for two-way communication that invites families to understand, experience, inform, and support the social and emotional development of their students.

Process for Schoolwide Social Emotional Learning

1. Build Foundational Support
2. Create a Plan
3. Strengthen Adult SEL
4. Promote SEL for Students
5. Practice Continuous Improvement



Remote Conferencing (Only students who are positive for COVID-19) (Texas Education Agency)

The Texas Education Agency will be proposing changes to the *Student Attendance Accounting Handbook (SAAH)* to add certain flexibility to rules describing Remote Conferencing. Remote Conferencing is a mechanism by which remote instruction can be provided but was previously available only upon issuance of a waiver requested for each individual student. In order to allow school systems to begin implementing changes in practice to align with the new rule (which, when adopted, would apply to the entirety of the 2021-22 school year), the relevant portion of the proposed rule language is provided below. In addition, this document describes answers to questions districts may have when attempting to implement changes aligned to the new flexibilities.

Excerpts of SAAH To-Be-Proposed Language: 12.3.1 Remote Conferencing—Regular Education Students

If your school district provides instruction through remote conferencing to a regular education student, your district may count that instruction as classroom time for FSP funding purposes and count the student in attendance for FSP funding purposes, provided certain requirements are met.

These two requirements must be met:

- The student is unable to attend school because of a temporary medical condition.
- The total amount of remote conferencing instruction does not exceed more than 20 instructional days over the entirety of the school year. In addition, one of the following requirements also must be met:
 - The student’s temporary medical condition is documented by a physician licensed to practice in the United States. The documentation must include a statement from the physician that the student is to remain confined to their home or to a hospital.
 - The student has a positive test result for a communicable condition listed in [25 TAC §97.7](#).
 - The student has been identified as having been in close contact with COVID-19.

If the documented temporary medical condition persists longer than 20 instructional days over the entirety of the school year, a waiver request must be submitted for an extension of remote conferencing beyond the allowable cumulative 20 instructional day period. The waiver request must include an explanation of the circumstances (for example, a child was a close contact more than twice over the course of the year, and the family opted to follow the stay-at-home recommendations each time). Waivers will be granted on a case-by-case basis. A waiver will not be granted if the student is unable to attend school for a reason other than a medical condition, such as confinement at home for disciplinary reasons.

Students participating through remote conferencing will generate attendance according to the two-through-four-hour rule and based on whether the student is virtually “present” at the official attendance-taking time. Instruction must be provided synchronously, which means two-way, real-time/live virtual instruction between teachers and students. The instruction cannot be concurrent, which means remote students must not be taught by a teacher who is also teaching in-person students at the same time.

Accelerate Instruction- House Bill 4545

To **accelerate student learning** to grade level TEKS mastery, we must rethink how we support teachers, adopt, and implement instructional materials, and provide more time for the students most in need.

House Bill 4545 Overview

House Bill 4545 recently passed in the 87th Regular Legislative Session. The new statute is effective, as of June 2021, with acceleration instruction practices required during the 2021-2022 school year for all students, based on results from Spring 2021. The Texas Education Agency (TEA) will be providing support and guidance for local education agencies (LEAs) during the summer in a few venues:

Retention and Retesting

HB 4545 establishes new requirements for accelerated instruction for students who do not pass the State of Texas Assessments of Academic Readiness (STAAR®). At a high level, the legislation includes:

- Elimination of grade retention and retesting requirements in grades 5 and 8
- For any student who does not pass the STAAR test in grade 3, 5, or 8 in math or reading, a new LEA requirement to establish an accelerated learning committee to develop an individual educational plan for the student and monitor progress

Learning Acceleration

- For any student who does not pass the STAAR test in grades 3–8 or STAAR (EOC) end-of-course assessments, clarification of prior accelerated instruction requirements, specifying that it must include either:
 - Receiving supplemental instruction (tutoring) after school.

Attendance

Students are required to attend classes Monday through Friday. Classes begin at 8:00 a.m. and end at 3:30 p.m.

100% In-Person Instruction

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

CDC/ Texas Department of State Health Services (DSHS) COVID-19 School Re-Admission Criteria

Coronavirus disease 2019 commonly referred to as COVID-19 is a disease requiring exclusion from school under 25 Tex. Admin. Code § 97.7.

A school administrator shall exclude from attendance any child having or suspected of having COVID-19. Exclusion shall continue until the readmission criteria for the conditions are met. The readmission criteria for COVID-19 are as follows:

If symptomatic, exclude until at least 10 days have passed since symptom onset, and fever free*, and other symptoms have improved. Children who test positive for COVID-19 but do not have any symptoms must stay home until at least 10 days after the day they were tested.

*Fever free for 24 hours without the use of fever suppressing medications. Fever is a temperature of 100° Fahrenheit (37.8° Celsius) or higher.

For a complete list of all disease requiring exclusion from school and the readmission criteria, please visit DSHS School Health Recommendations for the Prevention and Control of Communicable Diseases in a Group-Care Setting.

Remote Conferencing for Students who are positive for COVID-19 or had Close Contact with someone who is positive for COVID-19

12.3.1 Remote Conferencing—Regular Education Students

In this subsection, remote conferencing means remote instruction in which a student at an off-campus location can virtually participate in classes provided by a teacher on the student's campus. If your school district provides instruction through remote conferencing to a regular education student, your district may count that instruction as classroom time for FSP funding purposes and count the student in attendance for FSP funding purposes, provided certain requirements are met.

These two requirements must be met:

The student is unable to attend school because of a temporary medical condition.

- The total amount of remote conferencing instruction does not exceed more than 20 instructional days over the entirety of the school year.

In addition, one of the following requirements also must be met:

- The student's temporary medical condition is documented by a physician licensed to practice in the United States. The documentation must include a statement from the physician that the student is to remain confined to their home or to a hospital. The student has a positive test result for a communicable condition listed in 25 TAC §97.7.
- The student has been identified as having been in close contact with COVID-19.

If the documented temporary medical condition persists longer than 20 instructional days over the entirety of the school year, a waiver request must be submitted for an extension of remote conferencing beyond the allowable cumulative 20 instructional day period. The waiver request must include an explanation of the circumstances. (For example, a child was in close contact with COVID-19 more than twice over the course of the year, and the family opted to follow the stay-at-home recommendations each time). Waivers will be granted on a case-by-case basis. A waiver will not be granted if the student is unable to attend school for a reason other than a medical condition, such as confinement at home for disciplinary reasons.

Students participating through remote conferencing will generate attendance in the following ways:

- Students in grades pre-K to five must receive the equivalent of four hours of instruction with at least two hours of synchronous instruction each school day. This instruction does not need to be consecutive.

- Students in grades six to twelve must receive at least four hours of instruction through synchronous instruction each school day. This instruction does not need to be consecutive.

Additionally, attendance will be generated based on whether the student is virtually “present” at the official attendance-taking time. Instruction must be provided synchronously, which means two-way, real-time/live virtual instruction between teachers and students. The instruction cannot be concurrent, which means remote students must not be taught by a teacher who is also teaching in-person students at the same time.

Remote conferencing similarly applies to special education students.

COVID-19 Health & Safety Protocols



Excellence in Leadership Academy COVID-19 Health & Safety Protocols



FACE MASK

- While it is not required, ELA highly recommends all individuals wear a face covering (mask or cloth) when in our campus. Students arriving to school without one will be offered a mask.



SOCIAL DISTANCING

- We're excited to have 100% of our students in our classrooms. We will socially distance to the extent possible in our classrooms, buildings and offices.



HAND HYGIENE

- Students and staff are expected to wash their hands throughout the day and use the hand sanitizer provided in every classroom and in the hallways.



CLEANING AND DISINFECTING

- All spaces will continue to be cleaned daily. High-touch and high traffic areas will be disinfected with greater frequency. Where positive COVID-19 cases are reported, special deep cleaning protocols will be implemented.



MEALS

- Breakfast will be served "Grab n' Go" style for every student along with lunch. All students qualify for Free breakfast and lunch. Meals will be served in the classroom.



VISITORS

- This year, campus is open to scheduled visitors except during lunch time.



COVID-19 TESTING

- ELA will continue to have access to free, optional COVID testing. Parents/ Guardians must sign a consent form prior to administration of a COVID test to any student.



RAPID RESPONSE PROTOCOLS

1. COVID-19 POSITIVE INDIVIDUALS

- If a student tested positive for COVID-19, they will be required to quarantine for a period of 10 days, per guidance from TEA, and CDC. They can return to school with a negative COVID-19 test after the 10th day.

2. SYMPTOMATIC INDIVIDUALS

- Students and Staff experiencing COVID symptoms regardless of vaccination status are required to take a COVID test before returning to school.

3. CLOSE CONTACTS

- Students and Staff considered a close contact to a COVID-19 positive individual (on or off school grounds) must quarantine for 10 days from the date of last contact.
- As soon as you are notified please contact our School Nurse Mrs. R. Garcia at 956-424-9504.
- Students with close contact will be contacted by Mrs. K. Chavez for Remote Instruction Guidance.
- All protocols are subject to change. Updated August 17, 2021.

Arrival and Dismissal Procedures

Student safety is one of our primary concerns. To provide the safest environment for our students, ELA has an organized drop-off and pick-up plan that we would like for every parent, guardian, carpool driver and daycare to follow. If an adjustment is made throughout the school year, a notice will be sent home in your child's homework binder and/or via email. Thank you in advance for helping us keep our children safe! DUE TO THE CURRENT COVID-19 PANDEMIC, AFTERSCHOOL PROCEDURES WERE CHANGED FROM PRIOR YEARS.

Safety Reminders

- Students should keep the door of the vehicle closed until it comes to a complete stop then exit the car.
- Students should not walk across the parking lot unattended. If a parent parks in the lot, he/she must walk the children.
- Please use designated parking spaces.
- Please avoid texting or cell phone use while driving through the parking lot or in the school zone.
- Please help us to expedite the afterschool pick-up by having the "pick-up" tag with your child's name and grade level hanging from your rearview mirror. If your sign is lost, please ask your child's teacher for a replacement or you may create your own replacement.
- Don't forget to always be patient with our staff and each other. Use kind words.

Morning Drop-off

- All Students must be dropped off on the east side of the school building.
- Students will be COVID-19 screened, have temperature check, and use hand sanitizer upon entering school building.
- When entering the parking lot, form a single file line along the parking lot.
- Please have your child(ren) ready to go.
- Please remain in your car. The driveways are for loading and unloading only. If you want to stop, please pull into a parking space in front of the building.
- Please do not drop off children in the parking lot. Students should never be unescorted in the parking lot.
- Please do not double park or block another car in the parking lot.
- All students in grades PK3-8th will enter through the east side door and walk directly to their classroom.
- Student arrival time is 7:15 a.m. – 8:00 a.m. The school opens at 7:15 a.m. and supervision begins at that time. For safety reasons, please do not drop off students before 7:15 a.m.
- Students should be in their classrooms by 8:00 a.m. Students who are tardy will receive a tardy slip.

Dismissal Procedures Please Review the Dismissal Procedures Information.

There are 4 choices for how your child is dismissed at the end of the day. It will be important to choose one and be consistent each day or each week. It can be confusing for both your child and the teacher if there are regular changes. We know that there might be times that a change is necessary. Therefore, in the event of an emergency or an unexpected change to your child's afternoon pick-up, please send a note to the teacher with your child or contact the office no later than 2:30 p.m. This will allow school personnel adequate time to get information relayed to classroom teachers and students.

- Please help us to eliminate any confusion that occurs while staff is trying to locate your child who may be waiting at a different pick-up area. We want to ensure that pick-up time is safe and orderly, and communicating changes will ensure that the staff is focused on the students they are monitoring and on traffic.

Dismissal Choices

Carline for picking up 1 student (singles)

- Students who are picked up by the single carline will be waiting in the cafeteria and exit through the front office.
- Staff members will call out names via walkie talkie, and teachers will assist students in locating and boarding their vehicles.
- To avoid congestion in the parking lot, parents must remain in their vehicles, travel through the pick-up line, and pull forward as space allows.

Carline for families/daycares (picking up 2 or more children)

- Students who are picked up by the family carline will be waiting in their classrooms and exit through the east side of our school building.
- Staff members will call out names via walkie talkie, and staff will assist students in locating and boarding their vehicles.
- To avoid congestion in the parking lot, parents must remain in their vehicles, travel through the pick-up line and pull forward as space allows.

Students/parents that walk (walkers) (neighborhood children)

- "Parent walk-up" is only an option for our neighborhood children but the student(s) must be accompanied by their parent/guardian.
- Parent/guardian may walk to the east side and child will be dismissed to the parent/guardian.
- We ask that if you are planning to walk-up to the building, that you would inform the teacher prior to doing so.

ELA After school program (will start on August 23rd)

- Students who will be staying in afterschool program will report to the assigned afterschool teacher. Afterschool program is from 3:30-5:00.

School Facilities

ELA school facilities and buildings will be maintained to meet optimal cleaning and disinfecting standards. ELA will continue to assess and make proper changes as needed to efficiently address any need or concern that may arise.

Cleaning of Facilities:

- School will undergo a deep cleaning using approved products with residual technologies to ensure that surfaces stay clean and sanitized for longer periods.
- School will have hand sanitizer dispensers installed throughout the building.
- School will have posters indicating CDC recommendations.
- School will have 3 ft. markers in the sidewalks and hallways to support social distancing. School will provide plastic partitions on each students' desk or tables.

Classrooms

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, group work, and hand washing or sanitizing, etc. Teachers will ensure high-touch areas in the classroom are sanitized throughout the day. All classrooms will be outfitted with:

- Visual reminders of distancing requirements will be in all classrooms marking off areas for common spaces and distancing best practices.
- Refillable alcohol-based hand sanitizer stations.
- Access to disinfectant to sanitize working surfaces.
- Air purifiers are in every classroom and offices.

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

- Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
- Technology should be utilized when students are involved in collaborative work.
- Group or pair work can be implemented while maintaining physical distancing.
- In classroom spaces that allow it, consider placing student desks a minimum of 3 feet apart when possible.
- In classrooms where students are regularly within three feet of one another, schools should plan for more frequent hand washing and/or hand sanitizing and should consider whether increased airflow from the outdoors is possible.
- The use of outdoor space for learning will be considered when possible. Classroom groups working outside will maintain social distancing from other classroom groups.

Classrooms will undergo a deep cleaning using approved anti-microbial products with residual technologies to ensure that surfaces stay clean and sanitized for longer periods.

Classrooms will have hand sanitizer dispensers filled so that students can use as they enter and exit.

Classrooms will have signage added that speak to the safety measures as recommended by CDC including:

1. Wash your hands often with soap and water for at least 20 seconds.
2. If soap and water are not available, use an alcohol-based hand sanitizer to avoid touching your eyes, nose, and mouth with

- unwashed hands.
3. Cover your cough or sneeze with a tissue, then throw the tissue in the trash can.
 4. Clean and disinfect frequently touched objects and surfaces.
 5. Parents will receive communication regarding guidelines and informing them of the operational adjustments.

Water Fountains

The purpose of water fountains is only refill water bottles.

Water Fountain Usage

Student

- Students are expected to bring their own reusable water bottle for use throughout the day and expected to take water bottles home to be cleaned daily.

Parent

- Parents are asked to secure a reusable water bottle for their child to bring to school daily.
- Parents are asked to assist students, as needed, to clean water bottles daily.

Teacher/Staff

- Develop and demonstrate how students should fill water bottles instead of drinking directly from the water fountains.
- Monitor that student take water bottles home to be cleaned.

Child Nutrition Program

Excellence in Leadership Academy will continue to feed our students following CDC, TDA, and USDA guidelines. Due to COVID-19, ELA has made the necessary changes to efficiently serve our students. These are examples of. the operational adjustments in School Meals.

School Meals

Current models being offered to school district:

In Classroom Model: Meals will be served to students in classrooms.

- Custodians will coordinate daily for cleaning, disinfecting, and sanitizing duties.

During the day

- Food service staff will wear face coverings such as face masks and/or face shields.
- Food service staff will continue to wear gloves when serving meals.
- School meals will be served to students following CNS protocols and procedures.
- CDC recommendation will be adhered to during any meal distribution and consumption.
- Students may remove masks during consumption time. (See proper mask removal CDC recommendation)
- For safety of students and staff delivery of outside food will not be allowed until further notice.
- Drop off meals for your child will be suspended until further notice.
- Students may bring lunch from home in the morning, Parents are not allowed to drop off lunch.

Procedures

District's procedures will be updated to reflect updated TEA and CDC guidelines. Duties and responsibilities of some employees will be amended to ensure the safety of all stakeholders. District will identify point of contact personnel at campus to handle COVID-19 questions.

Parents/guardians will receive updated information outlined in the COVID-19 ELAs ESSER Plan with included CDC guidelines and recommendations. The plan will be uploaded in the district's website. Adjustments will be made to mitigate concerns related to COVID-19. These recommendations are compiled from the Texas Department of Health, Texas Education Agency (TEA), Center for Disease and Prevention (CDC), and the Texas School Safety Center.