



# Brownsville Independent School District

## Board of Trustees

### Emergency Called Board Meeting July 13, 2020 1:00 PM

BISD Administration Building Boardroom  
1900 East Price Road  
Brownsville, Texas 78521

## A G E N D A

- I. Meeting Called to Order.
- II. Moment of Silence.
- III. Pledge of Allegiance.
- IV. Roll Call:
- V. Recommend approving the **agenda** of the **Emergency Called Board Meeting of Monday, July 13, 2020** with any corrections/deletions.
- VI. **Certification of Public Notice:**

**An Emergency or urgent public necessity exists that requires immediate action of the Board of Trustees or an imminent threat to public health and safety or a reasonably unforeseeable situation exists as follows: On March 13, 2020 Governor Greg Abbott declared a State Disaster for Texas Counties due to the COVID-19 pandemic. The purpose of this meeting is to discuss and take appropriate action in response to the emerging health emergency.**

### VII. PUBLIC COMMENT:

### VIII. COVID-19

#### A. Conference Presentation Item(s):

- 1. Superintendent's report concerning status of District response to COVID-19 Issues: 3
  - Curriculum & Instruction Update
  - Business & Operations Update/FEMA

#### B. General Function Item(s):

- 1. Discussion, consideration, and possible action to waive (CH) local to allow the Superintendent to make purchase in adherence to procurement process related to the District's COVID-19 response. 63
- 2. Recommend approval of Budget Amendment #001 in the amount of \$1,700,000.00 for the purchase of COVID-19 expenditures from Local Funds. (Fund Balance) 64

3. Recommend approval to purchase personnel protective equipment for students and staff for an approximately cost of \$600,00.00.

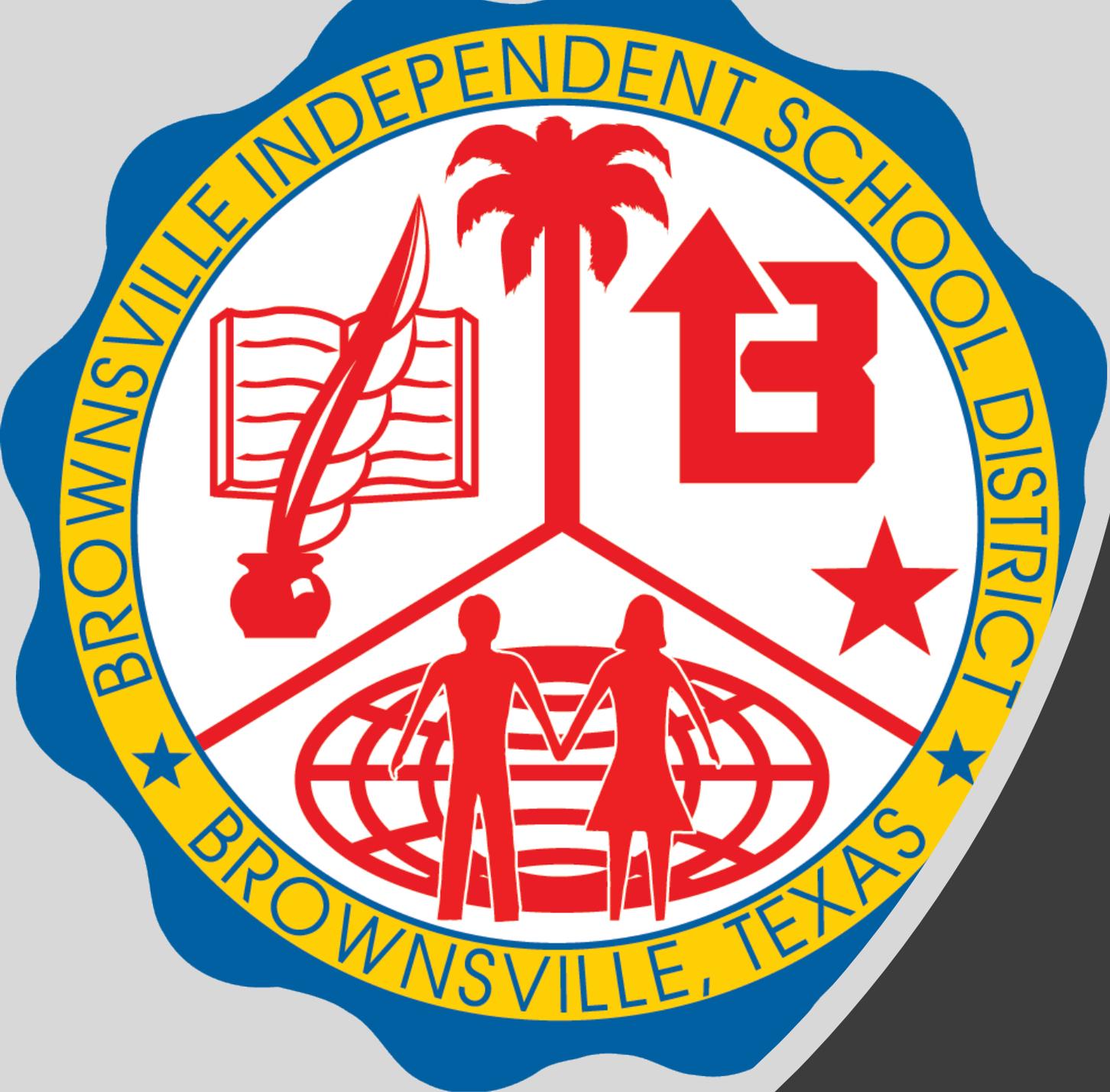
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**IX. Announcement(s):**

A. The next Board Meeting is scheduled to be held on Tuesday, August 4, 2020.

**X. Adjournment.**





Emergency  
Board Meeting  
July 13, 2020

# Texas Education Agency Mandates on Reopening of Schools: Updates July 9, 2020:



School Districts must open the schools to offer Face to Face instruction and may include Synchronous and Asynchronous At Home Learning options. Schools Must reopen and provide instruction on the first day to students utilizing appropriate hygiene practices and other mitigation practices adopted by the District.



Schools are required to comply with the Governor's Executive Regarding the wearing of masks. *1. Schools Must require students, teachers, staff, and visitors to wear masks or face shields at all time. 2. Exempted from the requirement is based on age appropriateness or when participating in extracurricular activities.*



School Districts will be required submit a plan of action to TEA by September 1, 2020.



School Districts are given the flexibility to phase-in students during the 1st three weeks from the 1st day of school.



Parents will have to commit to one learning platform and may switch at the end of the grading period.

## Texas Education Agency Mandates on Reopening of Schools: Updates July 9, 2020:

Public Health Considerations for On Campus, Extracurricular Sports, Visits by parents the general public and Transportation.

Health and Hygiene Practices: The State will be providing the District with masks, gloves, and sanitizing materials.

1. Campus are recommended to have hand sanitizer/or hand washing stations with soap and water at each entrance and in each classroom.
2. Campuses need to have systems to have students engaged in supervised handwashing for at least 20 seconds at least two times each day.
3. Student Teacher Gatherings-Reduce in person staff meetings or other opportunities for adults.



# Texas Education Agency Mandates on Reopening of Schools: Updates July 9, 2020:

Continued from previous slide

4. Use of Non-Classroom Space-School may continue to offer extracurricular activities, at their discretion and consistent with the guidance found on the UIL website for all UIL activities.
5. Transportation-Buses need to thoroughly cleaned after each bus trip, open windows to allow outside air to circulate in the bus.
6. Visits to School-Parents and visitors visiting the campuses must follow virus prevention and mitigation requirements of the school.
7. Staffing-School teachers and staff should be trained specifically on the protocols outlined in the document and the practices adopted Special Considerations for Infection Control during COVID-19



# Texas Education Agency On-Campus Mandates Updates July 9, 2020:



## **State Mandates:**

- Districts must require teachers and students to self-screen before coming onto campus each day.
- Districts must screen all visitors.

## **COVID-19 Confirmed Cases at School Notification Protocols**

- School Must notify local health department.
- School must close off area heavily used by confirmed individual until disinfected.
- School must notify all staff and parents of all students if a lab-confirmed COVID-19 case is identified.



# Texas Education Agency On-Campus Mandates Updates July 9, 2020:

- **Districts must provide daily attendance for parents choosing either face to face, synchronous and asynchronous learning mode.**
  - **Face To Face Instruction:** *The students will adhere to a specified schedule provided by the school and they will be physically present in the classroom and are guided by the teacher through methods such as whole group learning, individual learning, guided practice and independent practice, following all health and safety measures.*
  - **Synchronous Learning:** *Defined as two-way real-time, live, instruction between teachers and students, through distance learning or over the phone. Teacher will take attendance at a specific, just as with on-campus ADA, documented as “Present-Remote Synchronous.”*
  - **Asynchronous Learning:** *Defined as a curricular experience where students engage in the learning materials on their own time, interacting intermittently with teacher via the computer or other electronic devices or over the phone. Students will need to turn in assignments on a daily basis to be counted “Present-Remote Asynchronous.”*



Texas Education Agency  
Attendance Mandates Updates  
July 9, 2020:



- **Families without internet access/or devices for distance learning is entitled to have their child; Receive instruction on campus and/or Receive rigorous assignments at home.**
- **Districts are required to provide parents a notice of their enrollment and attendance rights and responsibilities during the COVID-19 pandemic using a document published by TEA.**

# Texas Education Agency On Attendance & Enrollment Updates July 9, 2020:

## SY 20-21 ATTENDANCE METHOD COMPARISON CHART

The attendance posted by instructional delivery type is 'per day'.

A student could change between each of the attendance methods below by day depending upon the school's planned instructional models

	On Campus	Synchronous ONLY	Asynchronous ONLY	Mix of Synchronous AND Asynchronous (on the same day, if synchronous attendance requirements not met)
Code in PEIMS	Present	Present - Remote Synchronous	Present - Remote Asynchronous	Present - Remote Asynchronous
Available to Grade Levels PK-2	Yes	No	Yes	Yes
Available to Grade Levels 3-12	Yes	Yes	Yes	Yes
Minutes scheduled for full ADA funding	PK-5: 120 for half day (includes breakfast and recess) K-5: 240 for full day (includes breakfast and recess) 6-12: 120 for half day 6-12: 240 for full day	PK-2: N/A 3-5: 90 for half day (does not include breakfast or recess) 3-5: 180 for full day (does not include breakfast or recess) 6-12: 120 for half day 6-12: 240 for full day	N/A (but approved instructional plan should demonstrate how students are engaging with approximately the same amount of academic work as in a regular school day)	N/A (but approved instructional plan should demonstrate how students are engaging with approximately the same amount of academic work as in a regular school day)
How is attendance marked	Attendance marked based on student present at time given local policy	Attendance marked based on student present at time given local policy	Attendance is determined by student's documented daily instructional engagement as defined in instructional plan	Attendance is determined by student's documented daily instructional engagement as defined in instructional plan
Teacher required to be present for when student completing coursework	Yes	Yes	No, but regular teacher interaction and support is a requirement in the asynchronous instruction plan (just not a prescribed number of minutes)	No, but regular teacher interaction and support is a requirement in the asynchronous instruction plan and teacher would be present for any synchronous portions of instructional schedule (just not a prescribed number of minutes)
Minimum minutes of instruction required to be offered each day	Yes	Yes	No	No
Submission of instructional plan documents to TEA	No	Must file synchronous instruction attestation	Letter of Intent must be submitted and Asynchronous Instruction Plan must be approved	Letter of Intent must be submitted and Asynchronous Instruction Plan must be approved
Documentation Required to ensure students are receiving the appropriate amount of daily instructional time (examined during an attendance audit)	Campus bell schedule and student class schedule	Synchronous Instruction Attestation, student class schedule, and daily teacher schedule that documents the official attendance time	Approved Asynchronous Instruction Plan (which includes instructional schedule, materials design, student progress, and implementation) AND tracking of Daily Student Engagement	Approved Asynchronous Instruction Plan (which includes instructional schedule, materials design, student progress, and implementation) AND tracking of Daily Student Engagement

# Texas Education Agency On Attendance & Enrollment Updates July 9, 2020:

<b>Grade Level</b>	<b>Minutes</b>	<b>Learning Model (Approved Options) ADA</b>
PreK – 2	Full day Complete daily assignments	Face to Face Asynchronous
3 – 5	90 for half day (does not include breakfast or recess)	Synchronous * Asynchronous
3 – 5	180 minutes for Full day (does not include breakfast or recess)	Face to Face Synchronous * Asynchronous
6 – 12	120 for half a day	Synchronous * Asynchronous
6 – 12	240 minutes for Full day	Face to Face Synchronous * Asynchronous

**(\*Min. Do not need to be consecutive)**

# BISD Proposal: On Attendance & Enrollment Updates

July 9, 2020:

<b>Grade Level</b>	<b>Minutes</b>	<b>Learning Model (Approved Options) ADA</b>
PreK – 2	Full day Complete daily assignments	Face to Face Asynchronous
3 – 5	Full day 180 minutes for Full day (does not include breakfast or recess)	Face to Face Synchronous * Asynchronous
6 – 12	Full day 240 minutes for Full day	Face to Face Synchronous * Asynchronous

**(\*Min. Do not need to be consecutive)**

# Brownsville ISD Learning Modes Options for School Year 2020-2021

Face to Face	Remote Synchronous	Remote Asynchronous	AP/Dual & CTE Courses Asynchronous
Prek-12th Grade	3rd-12th Grade	Pre--12th Grade	
<ul style="list-style-type: none"><li>• Blended Learning</li></ul>	<ul style="list-style-type: none"><li>• SeeSaw</li><li>• Google Classroom</li><li>• Canvas</li></ul>	<ul style="list-style-type: none"><li>• Seesaw</li><li>• Google Classroom</li><li>• Canvas</li></ul>	<ul style="list-style-type: none"><li>• Google Classroom</li><li>• Microsoft Teams</li><li>• Instructional Packets</li><li>• AP Courses Online</li><li>• Dual Enrollment Online</li><li>• APEX</li></ul>

-----Instructional Packets-----

(School Supplies)

More information can be found on the Learning Mode Manual presented during the Curriculum Meeting held June 17, 2020

# District Calendar Updates

Start Date: August 24 and August 31

## DRAFT-----CALENDAR 2020 - 2021 [August 24th]-----DRAFT

July '20	August '20	September '20	October '20
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
November '20	December '20	January '21	February '21
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28
March '21	April '21	May '21	June '21
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3

First Class Day: August 24  
Last Class Day: June 9  
Make-up Days: Oct. 12 / Jan. 18

School Schedule:  
Middle Schools ..7:40 AM-2:50 PM  
Elementaries.....8:05 AM-3:15 PM  
Early College HS.....8:50 AM-4:00 PM

Employee Orientation Days:  
August 6 and 7  
January 9 and 23

Staff Development Days:  
Campus: August 18 and 19  
District: August 20 / January 5

Teacher Preparation Days:  
August 21 / January 4 / June 10

Early Dismissal Schedule:  
Early Dismissal: February 25  
Middle Schools ..... 11:45 AM  
Elementaries..... 12:15 PM  
Early College HS ..... 1:00 PM

PEIMS Snapshot: October 30

Holidays and Vacations:  
Labor Day: September 7  
Columbus Day: October 12  
Thanksgiving: November 23-27  
Christmas (Employees): December 21-January 1  
Christmas (Students): December 21-January 5  
Martin Luther King, Jr.: January 18  
Cherry Days: February 26  
Spring Break: March 15-19  
Easter April 2  
Memorial Day: May 31

Six Weeks Grading Periods:  
1st 6 Wks.....24 Days .....Sept. 25  
2nd 6 Wks.....24 Days .....Oct. 30  
3rd 6 Wks.....30 Days .....Dec. 18  
1st Sem.....78 Days .....Dec. 18  
4th 6 Wks.....32 Days .....Feb. 19  
5th 6 Wks.....33 Days .....Apr. 16  
6th 6 Wks.....37 Days .....June 9  
2nd Sem.....102 Days .....June 9  
TOTAL Instructional Days.....180

Additional Days School Year Dates  
October 10 and 24, 2020 (2 days)  
November 14, 2020 (1 day)  
December 12, 2020 (1 day)  
January 30, 2021 (1 day)  
February 20, 2021 (1 day)  
March 6, 2021 (1 day)  
April 17, 2021 (1 day)  
May 8 and 22, 2021 (2 days)  
June 11 - 30, 2021 (14 days)  
24 ADSY funded days for PK-5th

## DRAFT-----CALENDAR 2020 - 2021 [August 31st]-----DRAFT

July '20	August '20	September '20	October '20
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
November '20	December '20	January '21	February '21
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28
March '21	April '21	May '21	June '21
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3

First Class Day: August 31  
Last Class Day: June 16  
Make-up Days: Oct. 12 / Jan. 18

School Schedule:  
Middle Schools ..7:40 AM-2:50 PM  
Elementaries.....8:05 AM-3:15 PM  
Early College HS.....8:50 AM-4:00 PM

Employee Orientation Days:  
August 13 and 14  
January 9 and 23

Staff Development Days:  
Campus: August 25 and 26  
District: August 27 / January 5

Teacher Preparation Days:  
August 28 / January 4 / June 17

Early Dismissal Schedule:  
Early Dismissal: February 25  
Middle Schools ..... 11:45 AM  
Elementaries..... 12:15 PM  
Early College HS ..... 1:00 PM

PEIMS Snapshot: October 30

Holidays and Vacations:  
Labor Day: September 7  
Columbus Day: October 12  
Thanksgiving: November 23-27  
Christmas (Employees): December 21-January 1  
Christmas (Students): December 21-January 5  
Martin Luther King, Jr.: January 18  
Cherry Days: February 26  
Spring Break: March 15-19  
Easter April 2  
Memorial Day: May 31

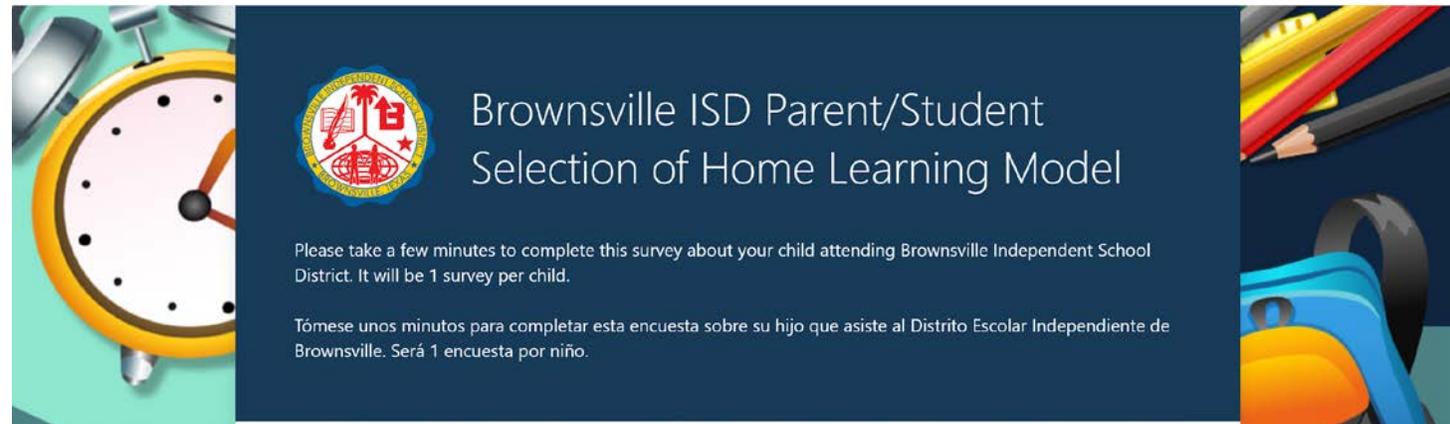
Six Weeks Grading Periods:  
1st 6 Wks.....24 Days .....Oct. 2  
2nd 6 Wks.....24 Days .....Nov. 6  
3rd 6 Wks.....25 Days .....Dec. 18  
1st Sem.....73 Days .....Dec. 18  
4th 6 Wks.....36 Days .....Feb. 25  
5th 6 Wks.....34 Days .....Apr. 23  
6th 6 Wks.....37 Days .....June 16  
2nd Sem.....107 Days .....June 16  
TOTAL Instructional Days.....180

Additional Days School Year Dates  
October 10 and 24, 2020 (2 days)  
November 14, 2020 (1 day)  
December 12, 2020 (1 day)  
January 30, 2021 (1 day)  
February 20, 2021 (1 day)  
March 6, 2021 (1 day)  
April 17, 2021 (1 day)  
May 8 and 22, 2021 (2 days)  
June 5, & 18 - 30, 2021 (10 days)  
20 ADSY funded days for PK-5th

# Beginning of the Year Registration and Back to School Procedures

- Schools will be contacting parents/guardians to ensure Learning Mode Parent Choice is identified prior to the start of the school year via survey and phone.
- Families will fill out the following Campus Survey and submit their child's Learning Mode.
- Master Schedule will reflect Synchronous and Asynchronous Remote Learning.
- All teachers will continue Blended/Hybrid Learning for face to face students to ensure educational continuity in case child is not able to attend school for the week due to illness or any other family reason.
- All schools will provide training on good hand washing conditions and social distancing procedures.

## [Brownsville ISD Parent / Survey Selection of Home Learning Model](#)

The banner features a dark blue background with a yellow alarm clock on the left and school supplies like pencils and a binder on the right. In the center is the Brownsville ISD logo, which includes a palm tree, a book, and a globe. Below the logo, the text reads: "Brownsville ISD Parent/Student Selection of Home Learning Model". Underneath that, in smaller white text, it says: "Please take a few minutes to complete this survey about your child attending Brownsville Independent School District. It will be 1 survey per child." At the bottom, there is a Spanish translation: "Tómese unos minutos para completar esta encuesta sobre su hijo que asiste al Distrito Escolar Independiente de Brownsville. Será 1 encuesta por niño."/>

Brownsville ISD Parent/Student  
Selection of Home Learning Model

Please take a few minutes to complete this survey about your child attending Brownsville Independent School District. It will be 1 survey per child.

Tómese unos minutos para completar esta encuesta sobre su hijo que asiste al Distrito Escolar Independiente de Brownsville. Será 1 encuesta por niño.

# Safety Classroom Measures

## District Social Distancing Procedures:

1. Social distancing markings in the entire building
2. Consider reducing class sizes or using alternative spaces with greater capacity to allow for more physical space between people.
3. Mark 6 feet of spacing to remind students and staff to always stay 6 feet apart in lines and at other times they may congregate (e.g., during lunch, arrival and dismissal, restrooms, locker rooms, etc.).
4. Discontinue self-service distribution in the cafeteria. Meals, snacks, and beverages served at school will be individually packaged.
5. Implement contactless pick up and/or delivery of meals and school materials for days that students and staff are not in the school building.
6. Stagger arrival and dismissal times will minimize crowding. Student pick-up and drop-off will occur outside.
7. Utilize visual cues, posters, and barriers to direct traffic flow and demonstrate social distancing.
8. Entry points rather than channeling all students through the same entry and exit spaces will be implemented at all campuses.
9. Daily/frequent reminders of social distance through announcements and social media will be implemented at all campuses.

Prior to COVID-19



Social Distancing



# Elementary Student Schedules

Morning Time	Task	Notes: Explanation of Teacher Tasks/Student Activities
8:00-8:30 30 min.	Preparation /Planning	 Check emails: Get ready for class
8:30-9:45 75 min.	English Language Arts	Pre-K 1/4 – 2 <sup>nd</sup> grade teachers: Synchronous: 
		3 <sup>rd</sup> - 5 <sup>th</sup> grade teachers: Synchronous: 
9:45-10:00 15 min.	Prepare for Next Lesson Google Meet / Teams link	Asynchronous:  
		Asynchronous:  
10:00-11:00 60 min.	Math	Pre-K/Kind Utilizes: 
		Synchronous/Asynchronous All K – 2 <sup>nd</sup> Utilize:  District Adopt Consumable Textbooks
11:00-12:00 60 min.	Teacher Preparation/ Student & Parent Support time/ Planning	Online:    Offline:   
Morning Instructional Minutes 180 min.	45 minutes Physical Ed. Activity (Choice Board)	Pre-K d Textbooks K-5th
12:00-12:30	Lunch	
Afternoon Time	Task	Notes: Explanation of Teacher Tasks/Student Activities
12:30-12:45 15 min.	Prep	 Check email: Get ready for class
12:45-1:45 60 min.	Science	
1:45-2:00 15 min.	PE	
2:00-2:15 15 min.	Prepare for Next Lesson Google Meet / Teams link	
2:15-3:00 45 min.	Social Studies	
3:00-3:30 30 min.	AM/PM Teacher Prep/ Student & Parent Support time/ Planning	Online:    Offline:   
Afternoon Instructional Minutes 120 min.		Parent communication    

ELEMENTARY STUDENT SCHEDULE

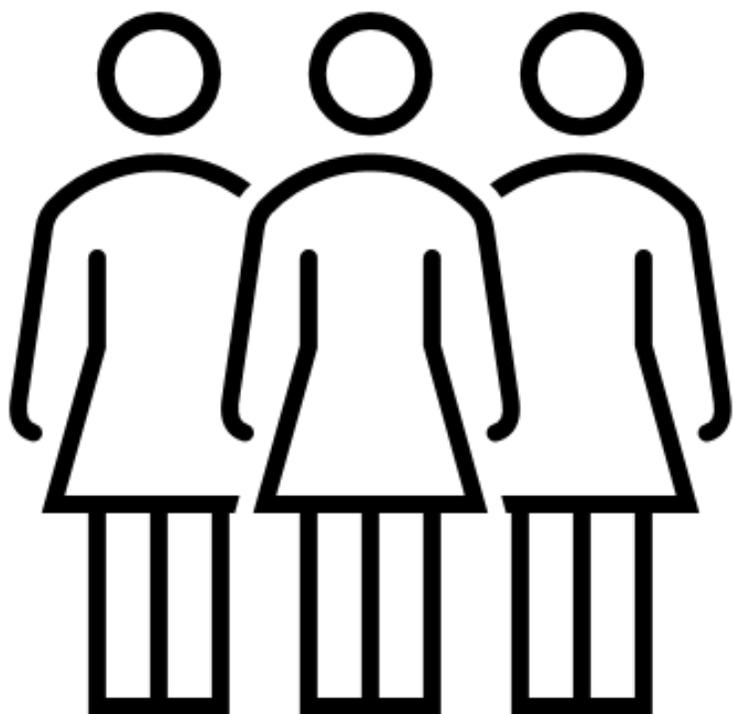
# Secondary Student Schedules

## SECONDARY STUDENT SCHEDULE\*

Draft

PERIODS	MON-WED	PERIODS	TUE-THUR	MINUTES
1 <sup>ST</sup> period	8:50-10:20	2 <sup>nd</sup> period	8:50-10:20	90
3 <sup>RD</sup> period	10:25-11:55	4 <sup>TH</sup> period	10:25-11:55	90
LUNCH	LUNCH	LUNCH	LUNCH	60
5 <sup>TH</sup> period	1:00-2:30	6 <sup>TH</sup> period	1:00-2:30	90
7 <sup>th</sup> period	2:35-4:05	8 <sup>th</sup> period	2:35-4:05	90

\*Fridays-Students will report to homeroom and learn asynchronous utilizing the Learning Management System for 45 minutes each subject. Students will only move to report to CTE, athletics, fine arts or support programs such as dyslexia.



## Employee Rights

Paid Sick Leave and Expanded Family and Medical Leave Under the Families First Coronavirus Response Act

**The Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from **April 1, 2020 through December 31, 2020.**

## Employee Rights Paid Sick Leave and Expanded Family and Medical Leave Under the Families First Coronavirus Response Act



## **ELIGIBLE EMPLOYEES**

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). Employees who have been employed for at least 30 days prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.

## **QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19**

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to telework, because the employee:

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

# Employee Rights Paid Sick Leave and Expanded Family and Medical Leave Under the Families First Coronavirus Response Act



## PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- 2/3 for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at 2/3 for qualifying reason #5 below for up to \$200 daily and \$12,000 total. A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

# Employee Rights Paid Sick Leave and Expanded Family and Medical Leave Under the Families First Coronavirus Response Act

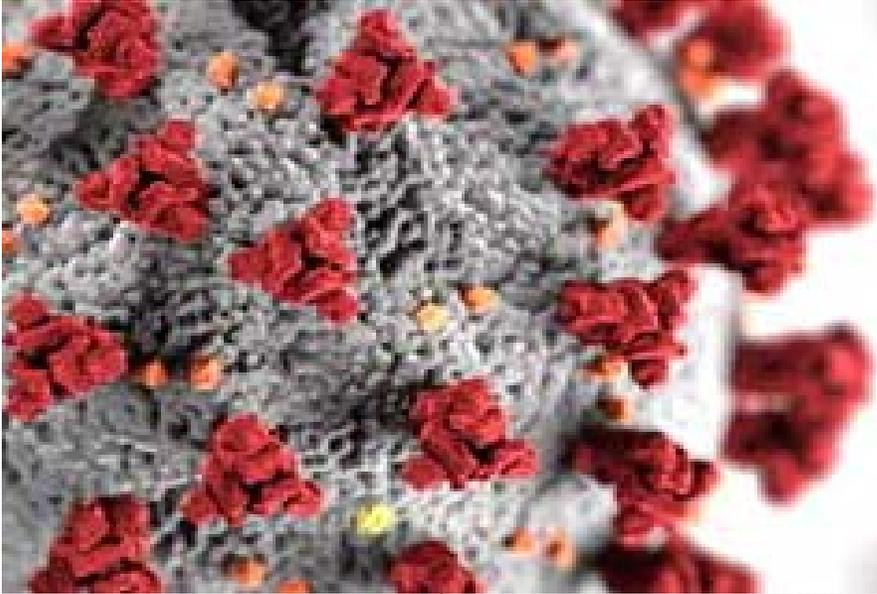


**We continue to perfect our Action Plan to ensure we follow all state mandates and ultimately provide students with continuous instruction and ensuring for the safety of ALL. The safety for students, staff and visitors will be a priority.**

**BISD will have a STRONG START!!!**

Q & A





Brownsville Independent School District

# COVID-19

## Updates

**Emergency Called Board Meeting  
Monday July 13, 2020**

Business & Operations Department

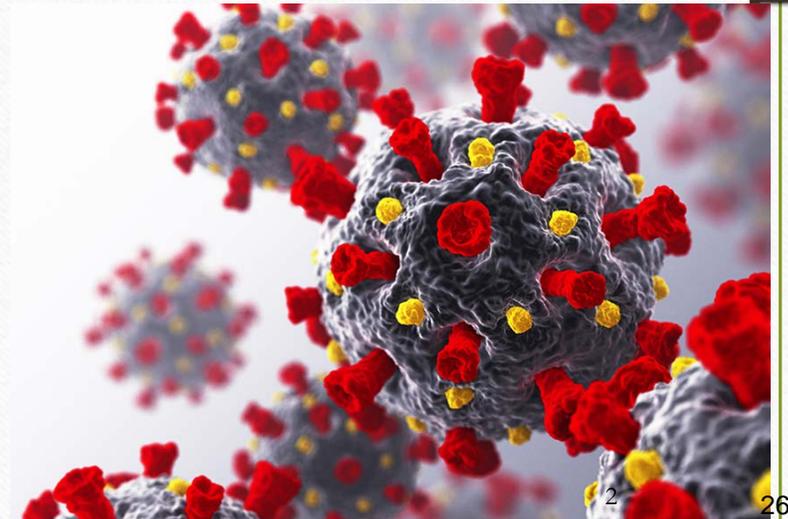


25  
Dr. Rene Gutierrez, Superintendent of Schools  
Dr. Nellie Cantu, Deputy Superintendent for Business and Operations

# Today's Agenda

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- **Business and Finance Updates**
  - Review Funding Sources
  - Provide Update on Reimbursements
- **Operations Updates**
  - Personal Protective Equipment (PPE)
  - TEA Identified 4 Sets of Practices
    - Attendance and Enrollment
    - Food Services Processes
    - Transportation Protocols
    - Health Services Procedures
  - Public Information Office



# Four Buckets of Funding Sources

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- **Multiple fund sources** for K-12 Education are available at the federal and state level:



Federal Emergency Management Agency (FEMA)



Elementary and Secondary School Emergency Relief Fund (ESSER)



Coronavirus Relief Fund (CRF)



Texas Department of Agriculture



# Federal Emergency Management Agency (FEMA)



- Track ALL costs related to COVID-19, including staff time, such as:
  - Cleaning and sanitizing schools;
  - Labor and Equipment;
  - Communication and public information costs;
  - Curriculum development;
  - Supplies for paper distance learning packets and delivery costs (where online learning is not feasible);
  - Expenses to continue food assistance program services.
  - **Not Eligible** - Distance learning expenses, including purchasing electronic devices and communications infrastructure
- Not all expenses will be covered by FEMA, but other funding streams may be created through the CARES Act and other future funding allocations. It is best to track and document costs now, then to do so months after the fact.
- The federal cost share is 75%, and 25% district share.



# Elementary and Secondary School Emergency Relief Fund (ESSER)

## ✓ Eligible Expense

- Cleaning and sanitizing schools;
- Labor and Equipment;
- Communication and public information costs;
- Curriculum development;
- Supplies for paper distance learning packets and delivery costs (where online learning is not feasible);
- Expenses to continue food assistance program services.
- **Distance learning expenses, including purchasing electronic devices and communications infrastructure**

✓ TEA will use CARES Act money from the ESSER Fund **to replace state funding.**

✓ TEA will use ESSER funds as a method of finance for the cost of the foundation school program.

✓ Districts will have to apply for funding and grant application will be **released in June.**

✓ Extra **reporting requirements and spending restrictions**

✓ TEA will **reduce each district's ADA** by an amount that results in a funding loss equivalent to the district's CARES Act grant award.



# Coronavirus Relief Fund (CRF)

- ✓ U.S. Department of Treasury for statewide purposes
- ✓ Federal source of funds administered the **Texas Education Agency** and is designated as **supplemental**.
- ✓ BISD is expected to receive **\$4.7 million**
- ✓ Reimbursement amount = **75%** and 25% district share.
- ✓ Additive expenses incurred from **March 1 – May 20, 2020**
- ✓ Funds are supplemental and meet the following requirements:
  1. Incurred due to COVID-19 pandemic;
  2. Not be accounted for in the most recently approved budget as of March 27, 2020 and
- ✓ Applications will open or around on **July 20, 2020** and closes on **September 15, 2020**.
- ✓ Once applications are received and the application window is closed, TEA will **calculate the amount eligible for reimbursement** for all LEAs across the state who submitted applications.



## U.S. Department of Agriculture (USDA) Texas Department of Agriculture (TDA)

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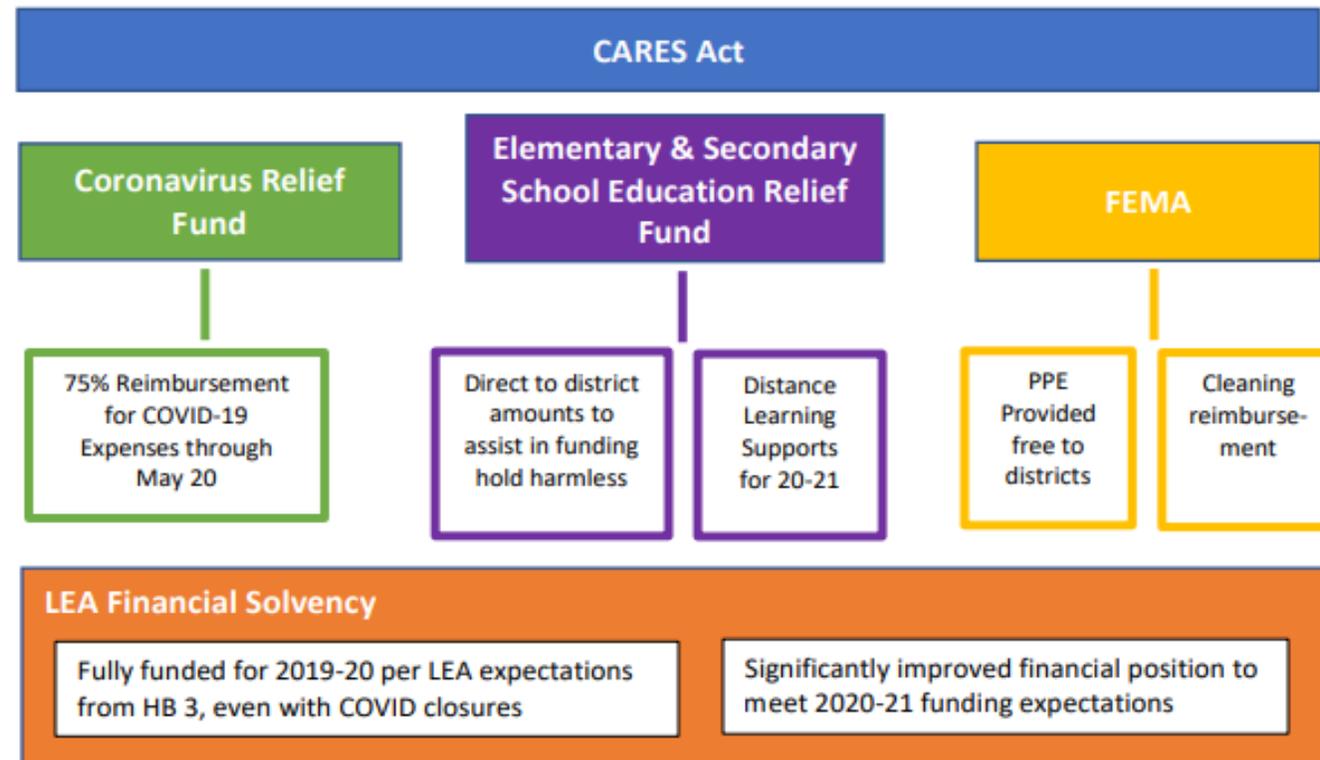
- ✓ Reimbursement is dependent on number of meals served
- ✓ Reimbursement rate is based on the Texas Department of Agriculture
- ✓ Some reimbursements are Credits to specific company
- ✓ No expiration date
- ✓ Funding can be used for Equipment, canopies and personal protective equipment
- ✓ Requires the submission of an application
- ✓ BISD submitted a total of 3 applications (March-May), pending June and July
- ✓ Received **\$1,345,196** in reimbursements.

# Pandemic Electronic Benefit Transfer (P-EBT)

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- For children 5-18 years old who received SNAP food benefits for the month of March 2020 and children up to 21 years old who are certified for free or reduced-price meals at school in Texas during the 2019-20 school year as part of the National School Lunch or School Breakfast Program.
- P=EBT is intended for **ALL students** who received a meal through the National School Lunch Program or School Breakfast Program.
- **BISD Parents – Have you submitted your application?**
- Application deadline extended to **July 31, 2020**

# Overview of the CARES Act Funding for Public Schools



# Updates on Reimbursements

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- FEMA/CARES Task Force meets every week to discuss reimbursements

## **Completed Work**

- Review timelines
- Completed activity to calibrate the thinking process of the committee to ensure reimbursements are placed in the “correct” bucket
- **Next step:** Continue to review and sort all expenditures to date

# Operations Department Updates

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- Personal Protective Equipment (PPE)
- TEA Identified 4 Sets of Practices (Source: TEA, Public Health Planning Guide)
  - Attendance and Enrollment
  - Food Services Processes
  - Transportation Protocols
  - Health Services Procedures



# Federal Guidelines

## GUIDANCE FOR CLEANING & DISINFECTING

### PUBLIC SPACES, WORKPLACES, BUSINESSES, SCHOOLS, AND HOMES



SCAN HERE  
FOR MORE  
INFORMATION

#### 1 DEVELOP YOUR PLAN

**DETERMINE WHAT NEEDS TO BE CLEANED.** Areas unoccupied for 7 or more days need only routine cleaning. Maintain existing cleaning practices for outdoor areas.

**DETERMINE HOW AREAS WILL BE DISINFECTED.** Consider the type of surface and how often the surface is touched. Prioritize disinfecting frequently touched surfaces.

**CONSIDER THE RESOURCES AND EQUIPMENT NEEDED.** Keep in mind the availability of cleaning products and personal protective equipment (PPE) appropriate for cleaners and disinfectants.

Follow guidance from state, tribal, local, and territorial authorities.

#### 2 IMPLEMENT

**CLEAN VISIBLY DIRTY SURFACES WITH SOAP AND WATER** prior to disinfection.

**USE THE APPROPRIATE CLEANING OR DISINFECTANT PRODUCT.** Use an EPA-approved disinfectant against COVID-19, and read the label to make sure it meets your needs.

**ALWAYS FOLLOW THE DIRECTIONS ON THE LABEL.** The label will include safety information and application instructions. Keep disinfectants out of the reach of children.

#### 3 MAINTAIN AND REVISE

**CONTINUE ROUTINE CLEANING AND DISINFECTION.** Continue or revise your plan based upon appropriate disinfectant and PPE availability. Dirty surfaces should be cleaned with soap and water prior to disinfection. Routinely disinfect frequently touched surfaces at least daily.

**MAINTAIN SAFE PRACTICES** such as frequent handwashing, using cloth face coverings, and staying home if you are sick.

**CONTINUE PRACTICES THAT REDUCE THE POTENTIAL FOR EXPOSURE.** Maintain social distancing, staying six feet away from others. Reduce sharing of common spaces and frequently touched objects.

# BISD Plan



- Continue to adhere to state and federal COVID-19 mandates
- Collaborate with staff to develop a plan and share with all stakeholders
- Communicate plan to BISD students, staff, and parents
- Revise plan as updates are received from the state and the federal government

## 2 Truckloads from TEA of Personal Protective Equipment (PPE)

- In collaboration with the Governor's Strike Force and the Texas Department of Emergency Management (TDEM), Personal Protective Equipment (PPE) was procured to help schools reopen.

Description	Students	Staff	Total	Pallets
Disposable Masks	117,693	274,618	393,312	9
Reusable Masks	27,246	70,831	98,078	5
Gloves			204,274	
Thermometers		3,000	327	
Hand Sanitizer (gallon size)			4,617	26
Face Shields	15,000	6,011 (600)		2
<b>TOTALS</b>				<b>42</b>

# BISD Teacher COVID Kits

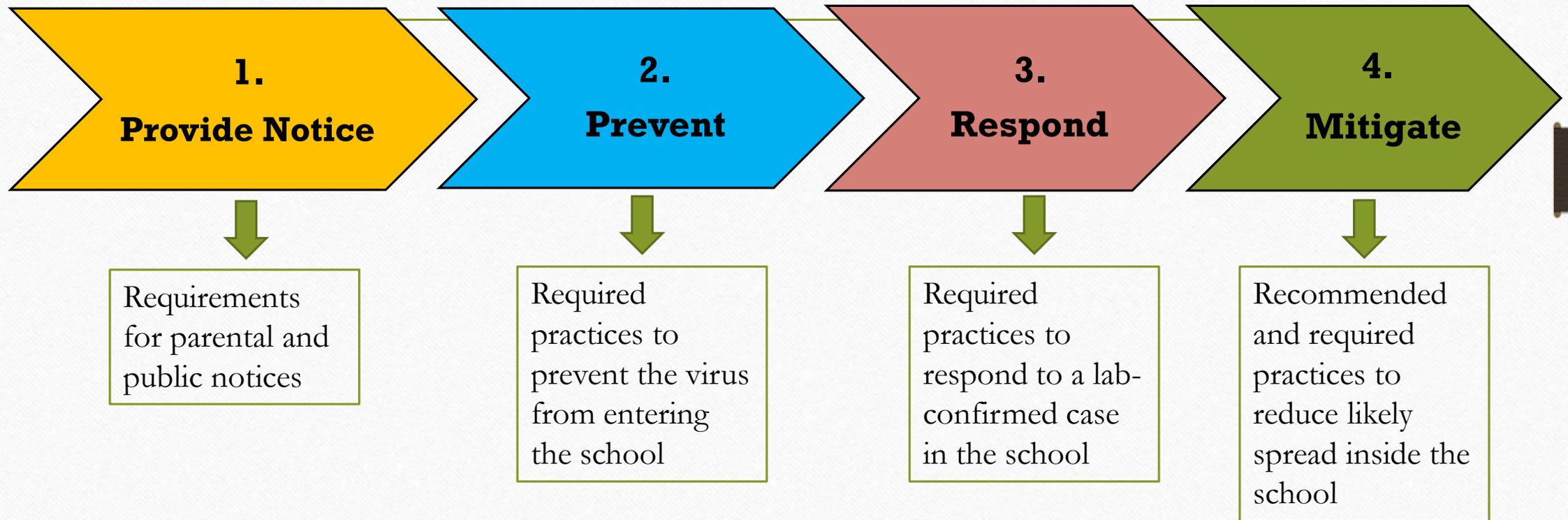


- Every teacher will receive a BISD Teacher COVID Kit
- It will include the following:
  1. Masks (disposable and washable)
  2. Gloves
  3. Thermometer
  4. Hand Sanitizer
  5. Face Shields
  6. Disinfecting spray
  7. Disinfecting wipes
  8. Hand Towels



# 4 Sets of Practices

*Source: TEA Public Health Planning Guidance*



# 1. Provide Notice

## *Developing a Plan for On-Campus Activities and Instruction*



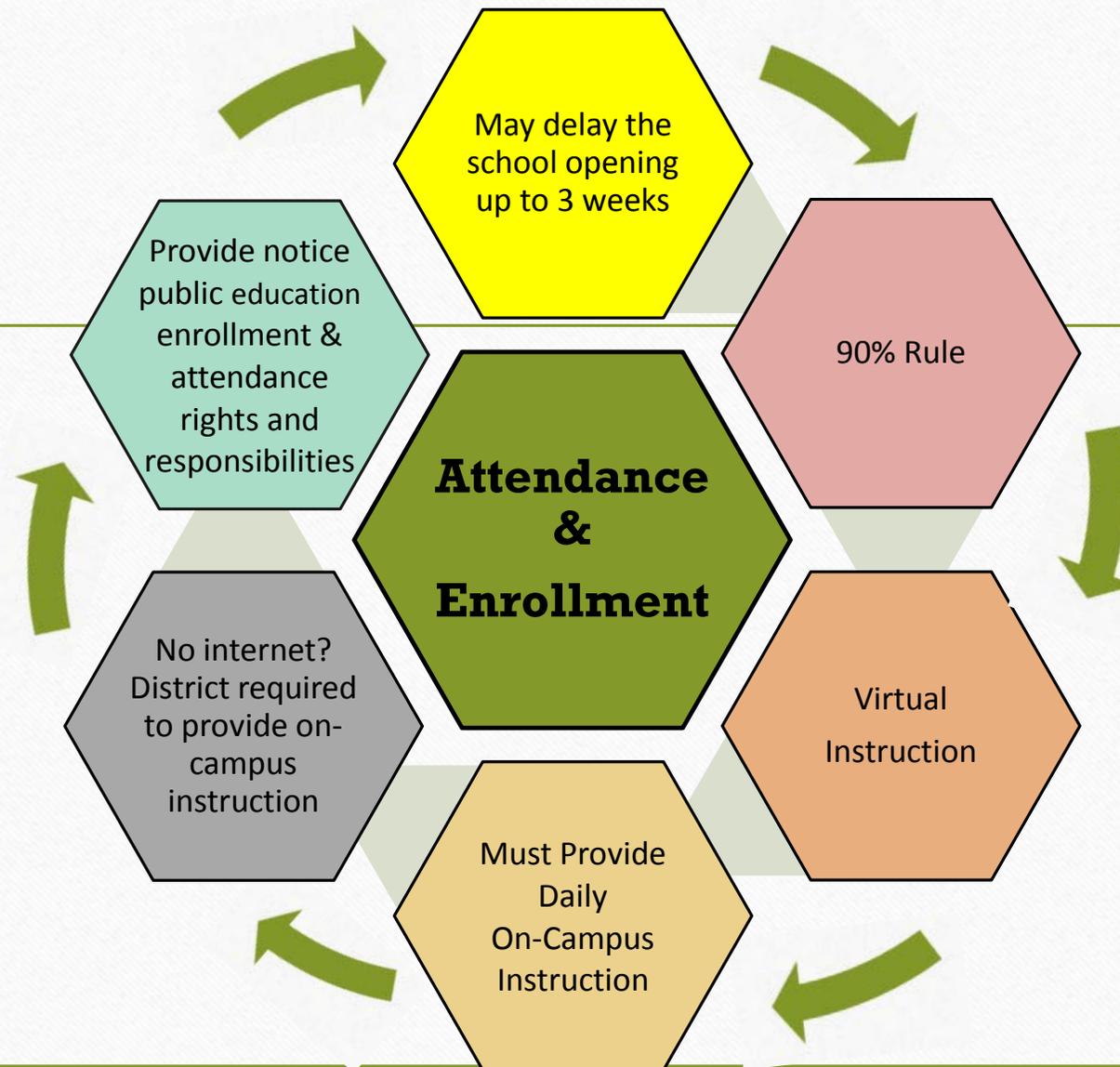
- One week prior to the start of on-campus activities and instruction



- Post the plan the campus will follow to mitigate COVID-19 spread for parents and the general public
- This documents nor any local school systems' reopening are subject to approval by any government entity.

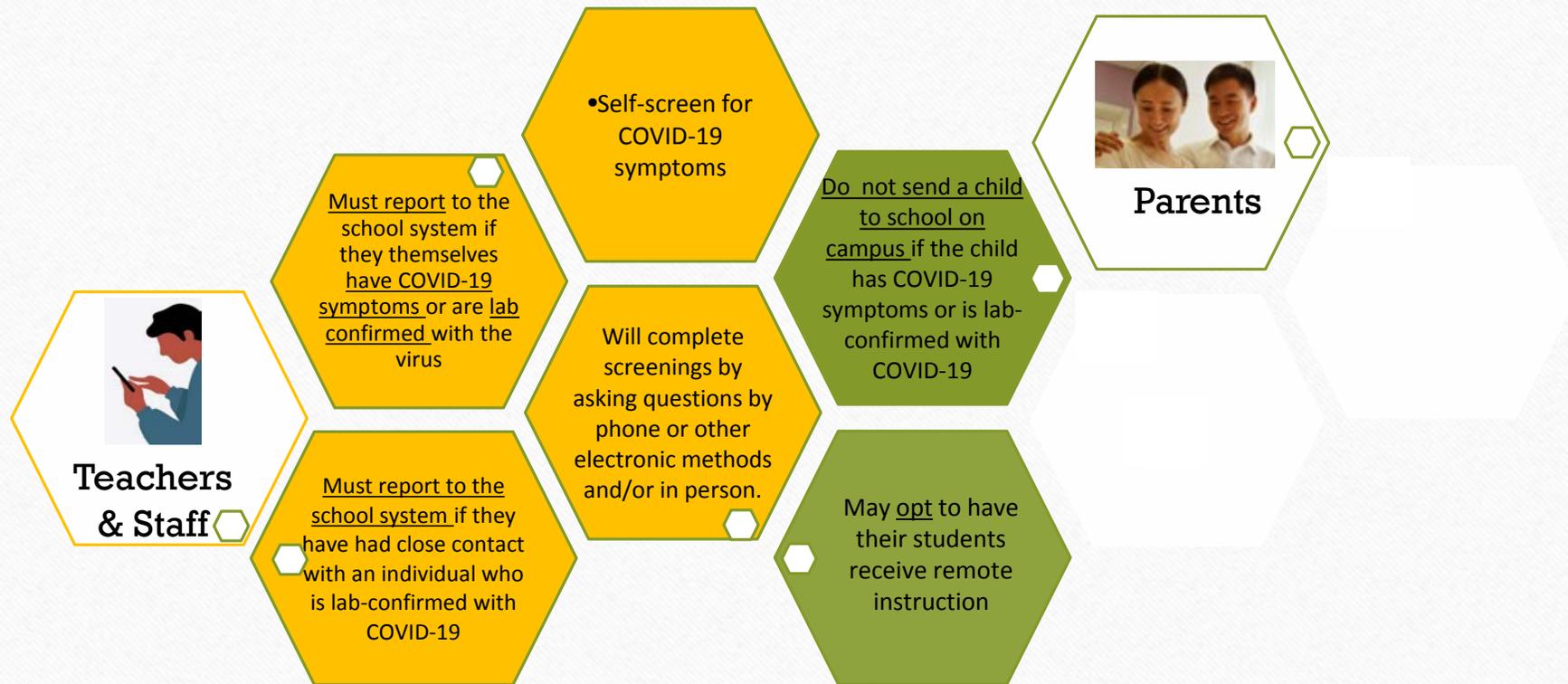


- Inform and provide contact information of the designated person or group and how to contact this individual



# 2. Prevent

## Screening Questions for COVID-19 Before Campus Access

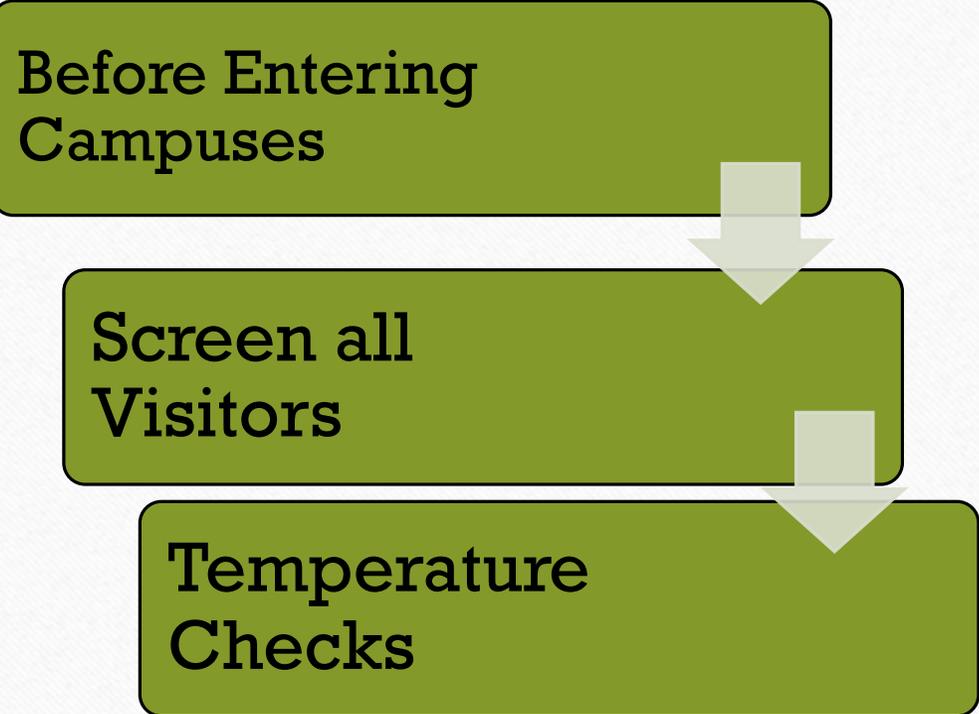


## 2. Prevent

### *Screening Questions for COVID-19 Before Campus Access*

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Before Entering  
Campuses



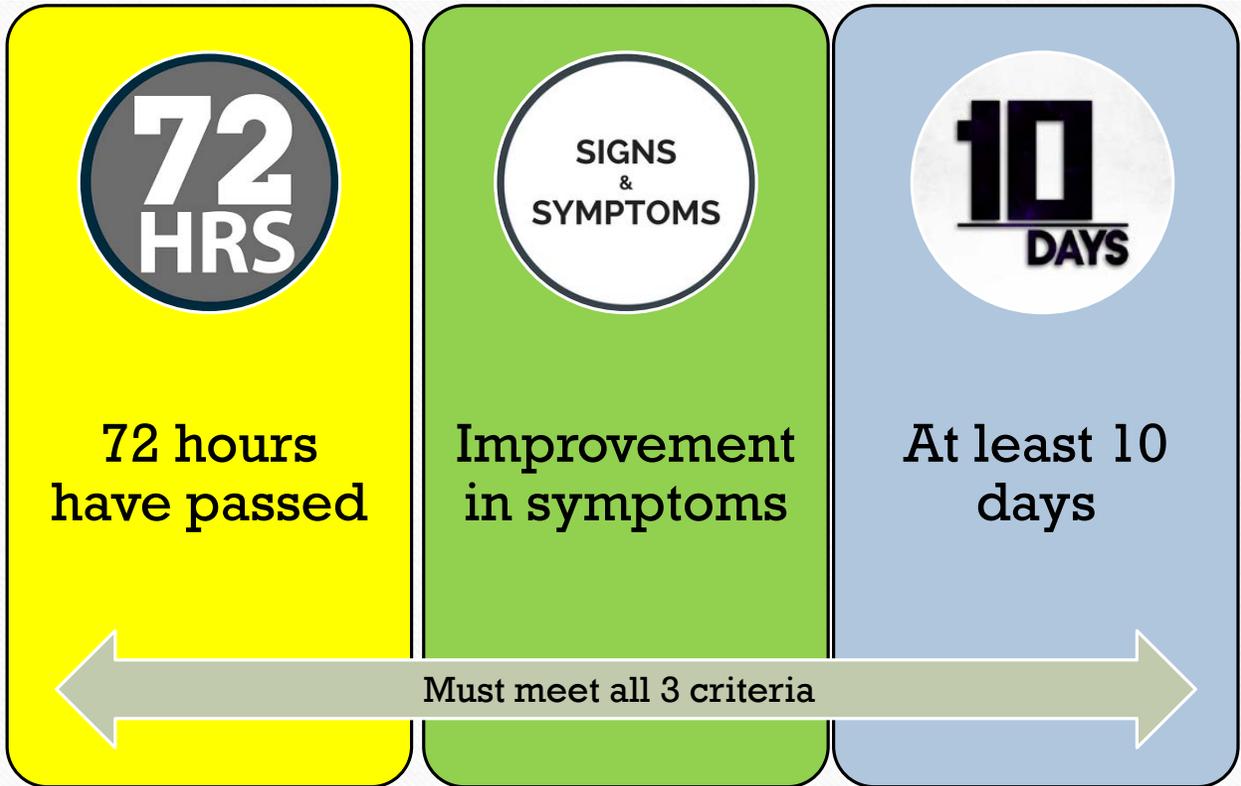
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graph TD; A[Before Entering Campuses] --> B[Screen all Visitors]; B --> C[Temperature Checks];
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Screen all  
Visitors

Temperature  
Checks

- Excluding parental drop-off and pick-up, before visitors are allowed onto campuses, school systems must screen all visitors to determine if the visitors have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below.
- School systems must screen to determine if visitors have had close contact with an individual who is lab-confirmed with COVID-19, and, if so, they must remain off campus until the 14-day incubation period has passed. When practical, screening questions could be supplemented with temperature checks of adults.

# Individuals Confirmed or Suspected with COVID-19



# Not Evaluated by a Medical Professional

- Such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.



Wants to return to School

Obtain a medical professional's note

Receive two separate confirmations  
at least 24 hours apart

# Identifying Possible COVID-19 Cases on Campus

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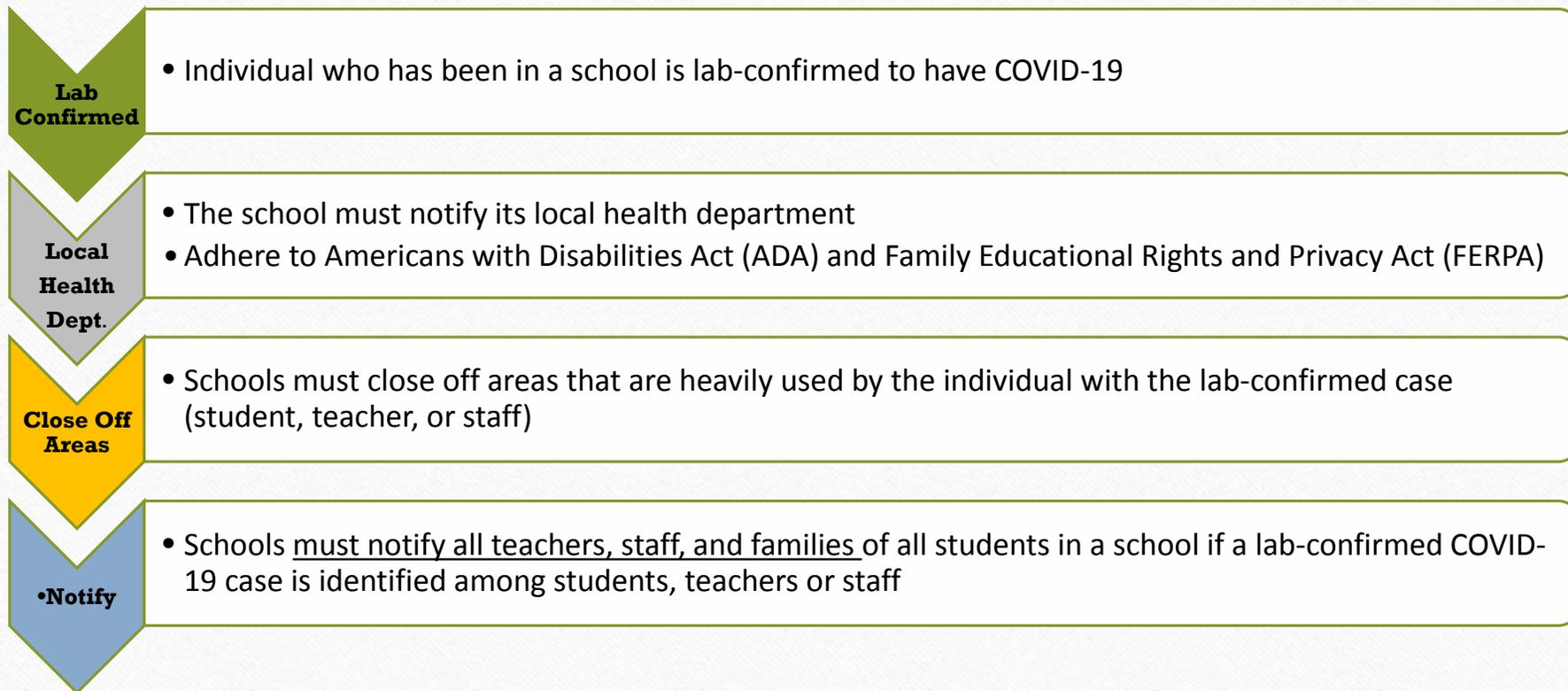
Separate

Clean

Complete  
temperature  
checks

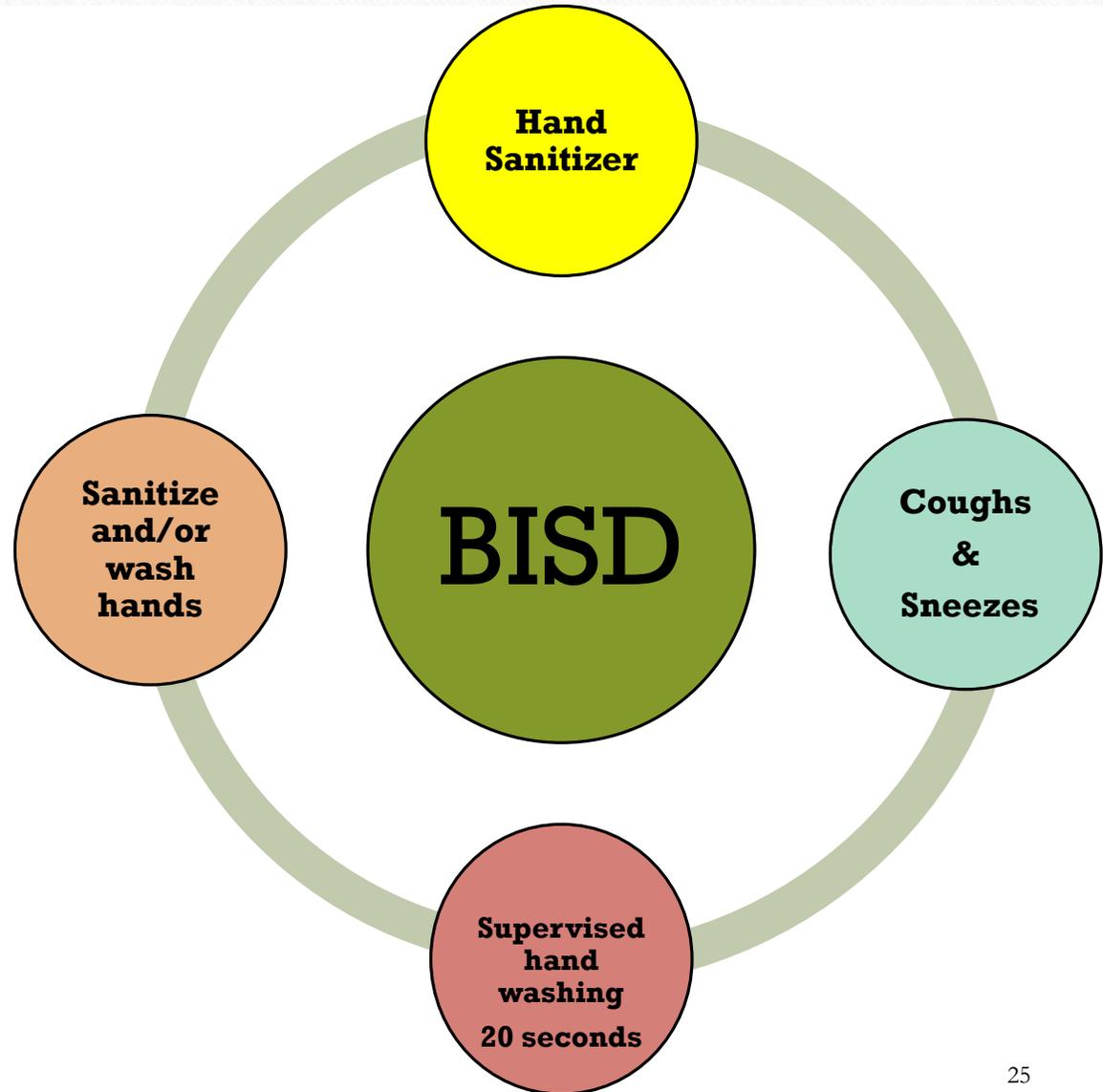
# 3. Respond

## *Practices to Respond to a Lab-Confirmed Case in the School*



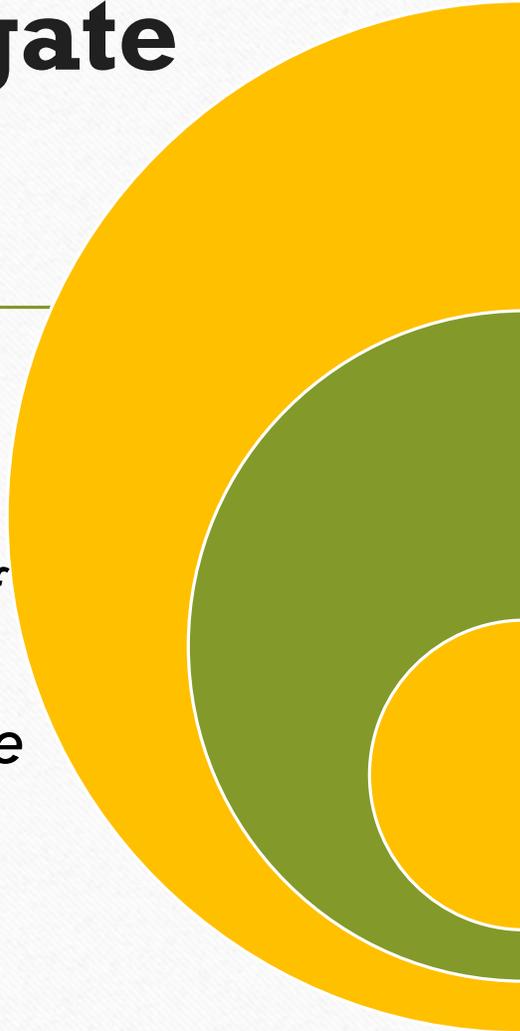
# 4. Mitigate

*Practices to Mitigate the Likelihood of COVID-19 Spread Inside the School*



# 4. Mitigate

*Practices to Mitigate the Likelihood of COVID-19 Spread Inside the School*



## Daily Cleaning

- Commonly-touched surfaces in classrooms between different class groups, if the same room will be used by multiple class groups

## Additional Cleaning

- Additional cleaning and disinfecting of surfaces that are touched in common throughout the day
- Door handles, common tables/desks, shared supplies, and high touch devices such as shared laptops or tablets.

## Storage

- BISD schools will ensure these products are stored safely, including storing harmful products where children cannot access them, and ensuring that harmful cleaning products are not used near children.

# 4. Mitigate

*Practices to Mitigate  
the Likelihood of  
COVID-19 Spread  
Inside the School*



Open Windows



Maintain Water  
System Safety



Printed Resources



Provide Instruction  
Hygiene Practices

# Health and Hygiene Practices: Masks



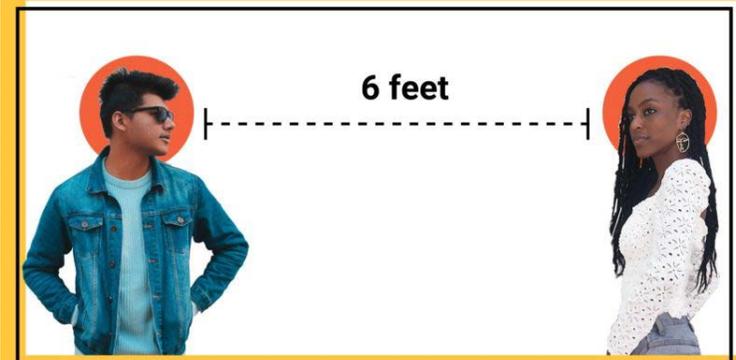
1. Masks include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth. Face shields may be superior to cloth face coverings in many circumstances, given improved ability to see mouth movements and improved air circulation.
2. Schools are required to comply with the governor's executive order regarding the wearing of masks.
3. In an effort to keep everyone safe, BISD **will require** the use of masks or face shields for adults or students for whom it is developmentally appropriate.
4. It may be impractical for students to wear masks or face shields while participating in some non-UIL athletic or other extracurricular activities. When it is impractical for students to wear masks or face shields during those activities, schools must require students, teachers, staff, and visitors to wear masks or face shields when entering and exiting facilities and practice areas and when not actively engaging in those activities.
5. Students who are actively exercising may remove masks or face shields, as long as they maintain at least six feet of distance from other students, teachers, and staff who are not wearing masks or face shields. However, schools must require students, teachers, and staff to wear masks or face shields as they arrange themselves in positions that will allow them to maintain safe distancing.

# Student-Teacher Groupings

Where feasible without disrupting the educational experience, students will be encouraged to practice social distancing.

1. In classroom spaces that allow it, BISD will place student desks a minimum of six feet apart.
2. In classrooms where students are regularly within six feet of one another, BISD schools will plan for more frequent hand washing and/or hand sanitizing and should consider whether increased airflow from the outdoors is possible.

**STAY IN FORMATION**



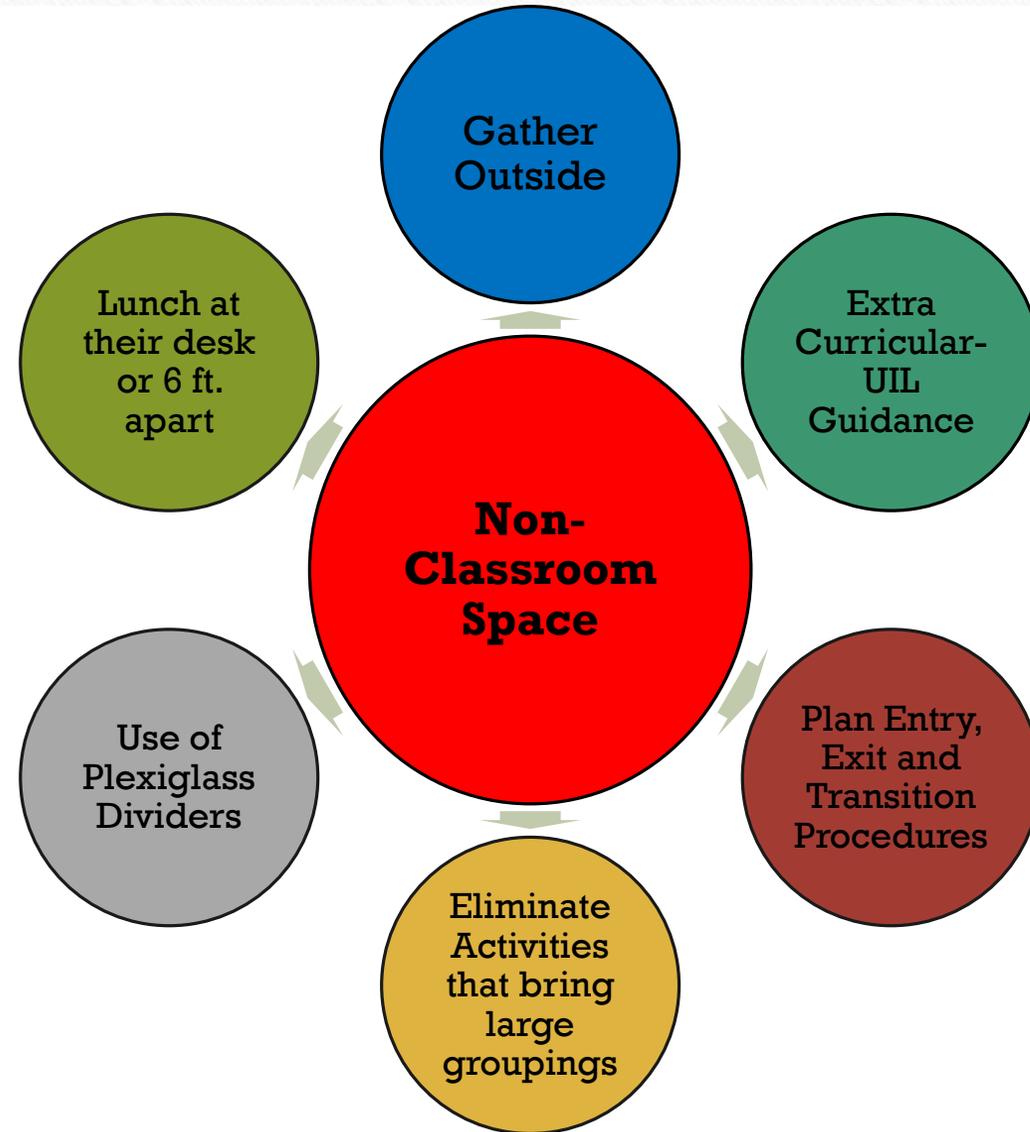
**6 FEET OF SEPARATION**

**Social distancing during a pandemic saves lives.**

**KEEP YOUR DISTANCE!**

# Use of Non-Classroom Spaces

- Food and Nutrition Protocols
- Extracurricular Activities



# Transportation

Require students and staff to use hand sanitizer

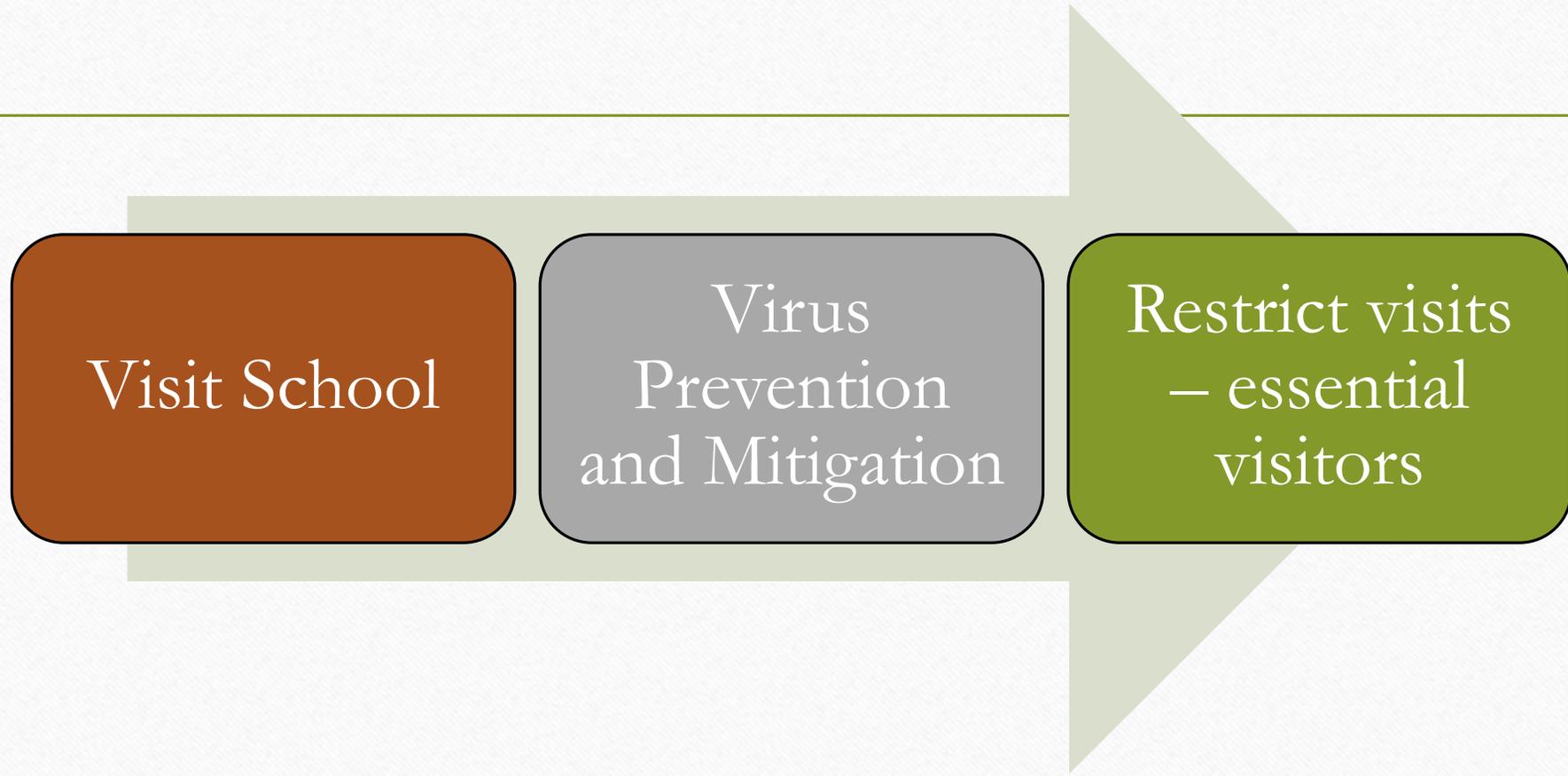
Open Windows to allow outside air to circulate



Families encouraged to drop students off, carpool, or walk with their student to school

Thoroughly Cleaned after each bus trip

# Visits to Schools



# Staffing



- BISD employees of school systems, like employees of any organization, must continue to meet the work expectations set by their employers, subject to any applicable employment contract terms.

**Meet the work expectations**

**Receive Professional Development**

**Reduce in-person meetings**

# COVID-19 Symptoms

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 100.0 degrees Fahrenheit**
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath

- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

# Close Contact

Being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or

Being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield;

If either occurred at any time in the last 14 days at the same time the infected individual was infectious.

Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.

# Screening Questionnaire Information

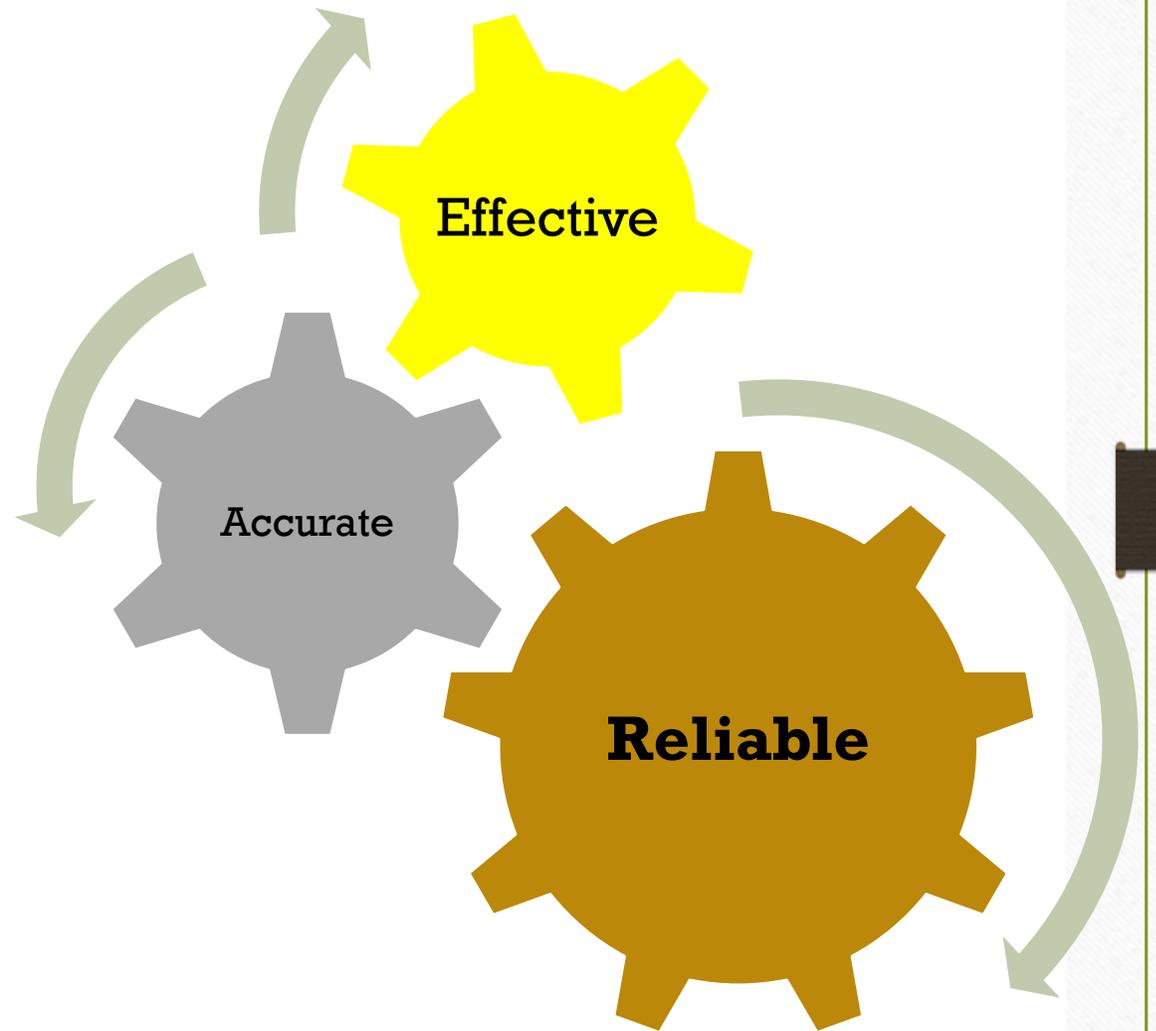
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- When asking individuals if they have symptoms for COVID-19, school systems must only require the individual to provide a “Yes” or “No” to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation.
- School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.
- Once it is determined that individuals who responded “Yes” to either of these questions have met the criteria for re-entry, school systems must destroy those individuals’ responses.

# Public Information Office

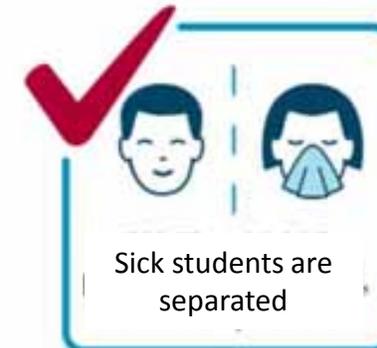
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# Thank You!

## At BISD, Safety Is Our Top Priority

We are taking extra precautions against COVID-19 to help protect our students and staff.





# Brownsville Independent School District

Agenda Category: General Function Board of Education Meeting: 07/13/2020

Item Title: Waive CH Local X Action  
Information  
Discussion

## BACKGROUND:

## FISCAL IMPLICATIONS:

## RECOMMENDATION:

Discussion, consideration, and possible action to waive (CH) local to allow the Superintendent to make purchase in adherence to procurement process related to the District's COVID-19 response.

Dr. Rene Gutierrez  
Submitted by: Superintendent

Recommended by: Superintendent

Approved by: Deputy Superintendent

Approved for Submission to Board of Education:

Dr. René Gutiérrez  
Superintendent



# Brownsville Independent School District

Agenda Category: General Function Board of Education Meeting: 07/13/20

Item Title: Budget Amendment #001 X Action Information Discussion

**BACKGROUND:**

A Budget Amendment is necessary for COVID-19 expenditures of personal protective equipment, disinfectants and cleaning supplies, remote learning instructional supplies and other items as deemed necessary to operate schools and District operations. Costs will be submitted for reimbursement through FEMA and/or Cares Act.

**FISCAL IMPLICATIONS:**

Local Funds

Function 11-Instruction	\$	400,000.00
Function 41-Administration		100,000.00
Function 51-Maintenance and Operations		1,200,000.00
	\$	<u>1,700,000.00</u>

**RECOMMENDATION:**

Recommend approval of Budget Amendment #001 in the amount of \$1,700,000.00 for the purchase of COVID-19 expenditures from Local Funds. (Fund Balance)

*Mary D. Garza*

Mary D. Garza

Submitted by: Principal/Program Adm.

*David Robledo*

David Robledo

Recommended by: Asst. Supt./CFO

Dr. Nereida Cantu

Approved by: Deputy Superintendent

*Dr. Nereida Cantu*

*7-13/2020  
nc*

Approved for Submission to Board of Education:

*René Gutiérrez*

Dr. René Gutiérrez  
Superintendent



# Brownsville Independent School District

Agenda Category: General Function Board of Education Meeting: 07/13/20

Item Title: COVID-19 Purchases X Action  
Information  
Discussion

## **BACKGROUND:**

In preparation of opening schools during the COVID-19 Pandemic, the District will be purchasing 75 thermal thermometers, 30,000 student desk shields and 15,000 elementary student face shields.

## **FISCAL IMPLICATIONS:**

Local and Categorical Funding

## **RECOMMENDATION:**

Recommend approval to purchase personal protective equipment for students and staff for an approximately cost of \$600,000.00.

*Mary D. Garza*

Mary D. Garza

Submitted by: Principal/Program Adm.

*DR*

David Robledo

Recommended by: Asst. Supt./CFO

Dr. Nereida Cantu

*Dr. Nereida Cantu*

Approved by: Deputy Superintendent

*7/13/2020*

Approved for Submission to Board of Education:

*René Gutiérrez*

Dr. René Gutiérrez  
Superintendent