

2020



2021

# CAMPUS INSTRUCTIONAL PLAN

## FALL 2020

The health, safety, and education of all of our students are always the highest priorities at the Judson Early College Academy (JECA). In order to continue to provide a healthy, safe, and quality educational environment during the upcoming school year, the following campus instructional plan has been developed for the first semester. Keep in mind that the JECA Principal reserves the authority to make changes regarding the campus instructional plan based on updated health information, Northeast Lakeview College (NLC) protocols, and/or for the purpose of complying with Judson ISD, local, state, and federal requirements. Any changes will be communicated to JECA families with as much notice as possible. Ensure that your contact information is up-to-date in order to receive campus notifications.

**PLEASE READ THIS PLAN IN ITS ENTIRETY.**

### Safety Precautions

- **All students, faculty, staff, and visitors will be required to wear a mask while inside the buildings at JECA and NLC. This requirement is a non-negotiable for both campuses.** Everyone is asked to bring their own cloth or procedure mask to the campus. If the student cannot obtain a mask, contact the main office **prior to arriving** on campus.
- **All students, faculty, staff, and visitors will be required to complete a non-contact temperature check. A person is considered to have a fever when he/she has a measured temperature of 100.0°F or greater.** Anyone with a fever will not be permitted to attend classes or enter other parts of the campus. Upon passing the temperature screening, the individual will be permitted to continue into the buildings.
- Hand sanitizer and tissues will be available in all classrooms, workrooms, offices, and common areas.
- Soap, water, and paper towels will be available in all restrooms. JECA Staff will teach and reinforce proper handwashing with soap and water for at least 20 seconds.
- Water fountains will not be available. Students and staff are encouraged to bring their own **unopened, clear plastic bottled water**. Water bottles are subject to inspection.
- The JECA Custodial Team will repeatedly sanitize frequently touched surfaces (e. g., door handles, desks, light switches, restrooms, etc.) and communal areas throughout the school day. At the end of every week, the JECA Custodial Team will disinfect both JECA buildings.

## **Scheduling**

1. Seniors (i. e., students in Grade 12, Class of 2021)
  - All students in this group will participate in JECA high school courses (i. e., College Prep 4) through distance learning.
  - All students in this group will participate in NLC dual credit courses through distance learning.
  - Classes will be held online Monday through Friday, following the board-approved JECA calendar for 2020-2021.
  - In the event that one or more students in this group are required to come to the campus for any reason, this exception must be coordinated by the College Prep 4 Teacher and approved by the Principal at least one week prior to the date of the campus meeting.
2. Juniors (i. e., students in Grade 11, Class of 2022)
  - All students in this group will participate in JECA high school courses through distance learning.
  - All students in this group will participate in NLC dual credit courses through distance learning.
  - Classes will be held online Monday through Friday, following the board-approved JECA calendar for 2020-2021.
  - In the event that one or more students in this group are required to come to the campus for any reason, this exception must be coordinated by the class Teacher and approved by the Principal at least one week prior to the date of the campus meeting.
3. Sophomores (i. e., students in Grade 10, Class of 2023)
  - All students in this group will be eligible to participate in face-to-face instruction on the JECA campus.
  - All students in this group will be eligible to participate in face-to-face instruction on the NLC campus.
  - The parent/guardian of each Sophomore will select whether his/her child will participate in face-to-face instruction or distance learning. The student must adhere to the parent selection for the entire grading period.
  - Face-to-face classes for students in this group will be held on the JECA and NLC campuses Monday through Friday.
  - All students in this group will follow the board-approved JECA calendar for 2020-2021.
4. Freshmen (i. e., students in Grade 9, Class of 2024)
  - All students in this group will be eligible to participate in face-to-face instruction on the JECA campus.
  - All students in this group will be eligible to participate in face-to-face instruction on the NLC campus.
  - The parent/guardian of each Freshman will select whether his/her child will participate in face-to-face instruction or distance learning. The student must adhere to the parent selection for the entire grading period.
  - Face-to-face classes for students in this group will be held on the JECA and NLC campuses Monday through Friday.
  - All students in this group will follow the board-approved JECA calendar for 2020-2021.

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>Grade 9</b>	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning
<b>Grade 10</b>	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning	Face-to-face <b>OR</b> Distance Learning
<b>Grade 11</b>	Distance Learning	Distance Learning	Distance Learning	Distance Learning	Distance Learning
<b>Grade 12</b>	Distance Learning	Distance Learning	Distance Learning	Distance Learning	Distance Learning
<b>Cleaning Schedule</b>	Sanitation twice a day	Sanitation twice a day	Sanitation twice a day	Sanitation twice a day	Deep Disinfection

\* **NOTE:** Every JECA student will have the option to borrow a JISD-issued Chromebook upon submission of the Judson ISD Chromebook Checkout Agreement.

**Attendance**

Daily attendance and participation are ***crucial*** to the success of each of our students, whether face-to-face or through distance learning. Students will be provided with a schedule for the fall semester, which needs to be strictly followed. ***Attendance will be taken for every class period, every school day for both face-to-face and distance learning classes at JECA and at NLC.***

***Compulsory attendance laws still apply.*** If a student is absent from one or more face-to-face or distance learning classes for any reason, the following protocol must be followed:

1. The student must notify the Teacher/Professor of the absence **by email** prior to the absence. In the case of an unexpected emergency, the student must notify the Teacher/Professor of the absence **by email** as soon as possible.
2. JECA staff will contact the parent(s)/guardian(s) of all students who are reported as absent without notifying the Teacher/Professor in a timely manner. In the case of repeated absences, the Judson ISD Attendance Officer may contact the parent/guardian and/or issue a Warning Letter. If unable to contact the parent/guardian, JECA and/or JISD staff may conduct a home visit.
3. Following the absence, the student must scan (or take a picture of) any documentation for the absence (e. g., physician’s excuse), and email the documentation to the campus Data Manager at [LFullerton@judsonisd.org](mailto:LFullerton@judsonisd.org) **within three calendar days** after the absence.

**REMEMBER: THE STATE DOES NOT RECOGNIZE ANY ABSENCE AS “EXCUSED” FOR ATTENDANCE PERCENTAGE CALCULATIONS. THE JECA ATTENDANCE PERCENTAGE DIRECTLY IMPACTS OUR STAAR ACCOUNTABILITY PERFORMANCE AND DISTINCTION DESIGNATIONS!**

### **Breakfast and Lunch**

By reducing the number of students on the campus, we expect to continue holding breakfast and lunch in the Commons while practicing social distancing measures. To ensure compliance with occupancy limits and proper social distancing, we have also created a third lunch period. Please refer to the JECA website for a copy of the new campus bell schedule. If population overflow should occur, we will utilize the classrooms as needed to maintain social distancing.

- In light of the joint statement from the United States Department of Agriculture (USDA) and the Food and Drug Administration (FDA) issued on June 24, 2020, which stated that there is no evidence that people can contract COVID-19 from food or from food packaging, we will offer regular school breakfasts and lunches to our students in grades 9 and 10 participating in face-to-face instruction on campus.
- Students in grades 9 and 10 participating in face-to-face instruction on campus may bring their own breakfast and/or lunch from home.
- The NLC cafeteria is expected to be closed for the entire fall semester. In the event that the NLC cafeteria reopens during the fall semester, students in grades 9 and 10 participating in face-to-face instruction on campus may **not** make any food, snack, or beverage purchases from the NLC cafeteria.
- The JECA Principal and Cafeteria Manager reserve the right to make changes regarding the distribution of meals based on updated food handling information and/or for the purpose of complying with Judson ISD, local, state, and federal requirements.

### **Passing Periods**

To maintain social distancing during passing periods, students in grades 9 and 10 participating in face-to-face instruction on campus will be released in small groups based on their location in the B Building. Given the age of our students, they will also be responsible for self-monitoring and complying with the social distancing expectations.

### **P. E.**

The gym at NLC will be closed for the entire Fall semester, so P. E. students in grades 9 and 10 participating in face-to-face instruction will have class on the JECA campus. The majority of class sessions will be held in the classroom, and students will **not** be expected to dress out. In the event that the Teacher coordinates an outdoor activity for the class, students will be notified in advance and provided with time to dress out at the beginning of the class period.

### **Transportation**

Judson ISD is still providing transportation to JECA students. Transportation will be provided for students in grades 9 and 10 participating in face-to-face instruction, who indicate a need for transportation when completing the online registration process. If you need assistance with completing the transportation request as part of the online registration process, please call the school at 210-619-0200. Summer hours are Monday through Thursday, 7:30am to 4:30pm.