Ennis Independent School District



2020-2021 VIRTUAL Learning Pathway Family Guidance Document

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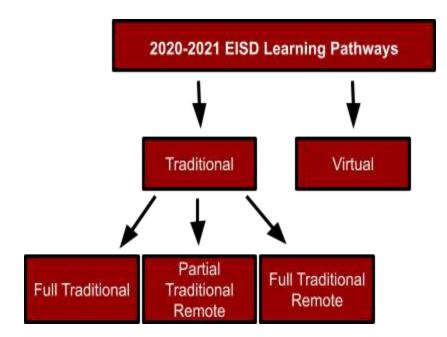
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EISD Learning Pathways Information

For the 2020-2021 school year, families will be able to choose between two options of pathways: **traditional** or **virtual**. Each family must complete an enrollment (new students to the district) or a registration (returning students to the district) in Skyward Family Access. Every student that is enrolled or registered will automatically be eligible for the traditional learning pathway. If families choose the virtual learning pathway, they will need to fill out an application and complete an intake process prior to approval. The virtual pathway is a commitment of a grading period (9 weeks). When traditional begins, for the first grading period only, all families will have the opportunity to move to either pathway one time (September 17th deadline). This will allow parents to make sure it is a good fit for their child. All teachers will be teaching both traditional and virtual students in their class setting.



Instructional Pathway changes can be made at the following natural transition points at the end of each grading period. During these periods the Virtual Pathways Application will be shared with families. If your student is in the Virtual Learning Pathway and wants to continue, then no action will need to be taken by the parent. If they would like to move to the traditional pathway, a letter from the parent/guardian stating the change will need to be turned into the home campus of the student during the selection window.

Instructional Pathway Change Selection Window	New Choice Effective Date	
October 5 - October 16, 2020	October 19, 2020	
December 6 - December 18, 2020	January 5, 2021	
March 1 - March 12, 2021	March 23, 2021	

EISD's Learning Management System is Canvas Learning. Students will be able to access their class information, assignments, and communication from the teacher. This system streamlines all the digital tools and content that teachers and students use for a simpler, more connected, learning experience. Google Meet is the videoconferencing tool that teachers will use during synchronous learning and to conduct virtual office hours. Teachers will use Canvas



Communication tools (ie. announcements and inbox) and have the option of Google Voice for two-way communication with families. See APPENDIX for more Canvas parent information.



Teachers in both models will be responsible for adhering to the EISD curriculum, TEKS Resource System, and pacing of learning. TEKS Resource System Assessments will be administered quarterly and other district screeners, progress monitoring, and state assessments will be administered according to the district assessment calendar.

All students and staff must adhere to the technology guidelines and information. For more information about EISD technology guidelines and information, see the link below.

Link to 2020-2021 EISD Technology Guidelines/Information

What is Synchronous and Asynchronous Learning?

Distance Blended Learning			
Asynchronous Learning	Synchronous Learning		
 Students learn on their own schedule Teachers provide materials (videos, learning activities, links, group assignments) that can be accessed at anytime Feedback is provided to the student through collaborative tools and Canvas communication Communication is not live Flexible Allows student to work at their own pace 	 Students learn at the same time and at a scheduled class time Requires students and teachers to be online at the same time Direct interaction between teachers and students Allows for instant feedback and clarification Check-ins, Q&A, discussions, and presentations (direct instruction) occur at specific times 		

Full Virtual Learning Off Site Instruction



Virtual learning means the student takes all of his/her courses/classes in a virtual setting away from the school. Virtual learning is distance learning online. With this instructional option, there will be a combination of synchronous (in time learning with teacher/office hours) and asynchronous (flexible learning based on learners' schedule). There will be some special program services and/or secondary courses that will require on site attendance at their home campus. Families will apply for this option and will be required to stay in this option for at least one grading period (9 weeks).

There is also an intake process prior to attending this pathway. The goal of our virtual learning will be to provide high-quality instruction and also build personal relationships to the highest degree possible in an online setting.

Key Ideas for Virtual Learning

- Families will need to fill out an application for the virtual instruction option and complete an intake process.
- Requires a grading period commitment (9 weeks).
- Canvas Learning Management System (LMS) will be used.
- Student(s) take(s) all coursework online through our Canvas Learning Management System (LMS) and/or Apex Learning off site.
- Students will have teaching support/teacher office hours and required assignments to complete asynchronously.
- Some classes at the secondary level may require on-site attendance due to course requirements; students will need to provide their own transportation.
- Virtual learning will follow the same grading policy as courses/classes in the traditional learning pathway.
- As part of the registration and intake process for the virtual instruction pathway, guidelines that outline student and parent expectations will be provided.
- This pathway will require parental support with the online classroom environment.
- This option is more rigorous and will require more participation than our distance learning last spring.
- According to UIL, students will have the opportunity to participate in extracurricular activities; students will need to provide their own transportation.
- Each student PreK-12th grade will receive a Chromebook to help support learning on campus and at home.

Technology for Virtual Learning

- Synchronous traditional whole group direct instruction will be recorded and uploaded in Canvas for virtual learning students to be able to review when needed.
- Students must interact with the teacher's Canvas course on a daily basis in class. For secondary, students must interact with the teacher's Canvas course during each class period.
- At any time should traditional learning pathway students go full remote, virtual learning pathway students will share the same schedule to access more synchronous learning from the teacher. Campuses and teachers will communicate when there is a change in the schedule. There is more information about this beginning on pg. 14.
- If students are involved in special programs that can be attended online, the special program staff will communicate with the families the days/times for attendance. The special program staff will be responsible for communicating the information about the programs to the families and will be responsible for synchronous instruction during that time. Special programs staff will create a course in Canvas for asynchronous activities, communication, and links for synchronous learning.
- If students are involved in certain secondary courses that cannot be attended virtually due to the nature of the curriculum, the student will attend the class in person during the period on the student's schedule. The student will be responsible for their own transportation.
- Students involved in special programs that cannot be attended virtually due to the nature of the service will attend the service in person at a scheduled time. Students who are served by Special Education will have an ARD Committee meeting to determine service delivery.

Students with Disabilities

For students with disabilities, EISD special education teachers will work with general education teachers, students, and families to minimize barriers the student may experience in a remote or virtual setting. Our goal is to create multiple means of engagement through IEPs and 504 plans to generate student interest and motivation for learning, represent the information and content differently by providing leveled and personalized learning, and provide more affirmative and corrective feedback.

Student Individualized Education Plans are followed regardless of learning environment such that the students with disabilities receive a Free and Appropriate Public Education (FAPE). Delivery of services in remote or virtual learning may differ from traditional learning but will meet the student's individual education plan. If needed, parents will be notified by the special education department regarding their contingency plan.

Section 504

All students, regardless of participation in traditional or virtual instruction, are entitled to the accommodations and related services outlined in their 504 Plan under Section 504. Students identified with a disability under Section 504 will follow the same guidelines and protocols of Ennis ISD with special consideration given to meet their individual needs. Instructional accommodations and related services will be provided in accordance with the 504 Plan developed by the Section 504 Committee.

English Learners (ELs)

Regardless of the selection to participate in traditional or virtual instruction, Ennis ISD offers a variety of programs to serve ELs. In accordance with state guidelines, teachers who have ELs in their classrooms will provide Sheltered Instruction strategies to ensure they acquire the academic content and develop the academic language in all disciplines.

- Compliance with the LPAC process is required.
- ELs will receive instructional accommodations according to each individual student's LPAC.

Gifted and Talented

Regardless of the selection to participate in traditional or virtual learning, students identified as Gifted and Talented will receive GT services by GT trained teachers. GT services vary depending on grade levels.

Attendance Guidelines

Students are expected to demonstrate engagement for the teacher to track at a predesignated time every day. However, if assignments are turned in after hours by 11:59 pm of the same day, campuses can amend attendance the following day.

Students will be counted present for the day as defined by the TEA guidelines if they do one of the following by 11:59 pm on the same instructional day:

- Participate in synchronous instruction/on campus instruction for traditional; or
- Show daily progress in Canvas Learning Management System by completing at least one assignment; or
- Show daily progress in Lexia Learning, Dreambox, or APEX; or
- Teacher/student contact by email or phone discussing progress.

Even though the criteria above will need to be met for ADA purposes, Ennis ISD sets high standards on instructional engagement and expectations. These expectations will be shared and monitored through our progress monitoring and grading policy.

EISD Required On-Campus Courses

While many Career and Technical Education (CTE) courses are able to be delivered virtually, some CTE courses will be implementing portions of their program on-campus in a traditional format. Based on guidance from TEA and EISD, the list of courses in the APPENDIX section of this guidance document identifies the programs that require specialized equipment, direct supervision of hands-on activities and/or specific materials and technology. The EISD CTE Department and staff will determine the appropriate amount of on-campus instruction needed to meet the Texas Essential Knowledge and Skills in a safe environment and award course credit. All students who are electing

the virtual learning pathway will need to furnish their own transportation for the CTE classes that require hands-on experience.

All students who participate in activities or courses that compete in secondary UIL performance based competitions such as athletics, band, choir, and theater arts will be required to meet UIL requirements. All students will be required to attend in-person class, after-school and/or before-school practices, games, and events. All students who choose virtual learning will need to furnish their own transportation to and from all classes and practices. Please contact the teachers and/or coordinators at each campus for information on times or if you have any questions.

Feedback

Students will receive feedback from teachers on a daily basis in several ways, including but not limited to:

- Communication through Canvas Learning Management System
- Providing feedback on activities/assignments/assessments
- Review progress and support learning through small group instruction and/or office hour support time
- Teacher/student contact through email or by phone
- Technology Applications provide in time feedback to students as they progress through the activities that are personalized for their level

Every three weeks progress reports will be provided through Skyward and shared with the parents/guardians. At the end of every grading period, feedback and grade reports will be provided. Progress updates will be provided each 9 week grading period on goals and objectives for students receiving special education services. Intermittent feedback is provided to students as needs arise.

Grading Guidelines

The same grading guidelines will be used for both traditional and virtual learning pathways. At the high school level, dual credit courses will follow the grading protocol for grades reported to the high school. Grading and GPA policies will be in effect, including policies for late work.

For more information about grading, see Board Policy EIA (LEGAL) and EIA (LOCAL).

For more information about class ranking, see Board Policy <u>EIC (LEGAL)</u> and <u>EIC (LOCAL)</u>.

Office Hours

Teachers will hold office hours at least 30 minutes daily to support students who are either full remote or virtual. The Google Meet link and office hour times will be shared with students on the teacher's Canvas home page.

Student Dress Code

Students will adhere to the 2020-2021 EISD Student Dress Code during traditional learning. During virtual learning, students can dress casually. No pajamas will be allowed.

Social Emotional Student Support

EISD Counselors are available to support students academically, socially and emotionally. Our counselors are prepared and ready to provide mental health support or resources for families who may be struggling emotionally. These services may be provided virtually or traditionally.

Technology Assistance Contacts for Families

In the event that families need technology assistance, the Digital Learning Department and Technology Department will be available to help. There will be two types of help desks available based on the type of assistance needed. For assistance with Canvas LMS, families will need to send an email to <u>canvashelp@ennis.k12.tx.us</u> and include a brief description of the issue they are experiencing. Families requiring other types of technology assistance will need to send an email to <u>devicehelp@ennis.k12.tx.us</u> and include a brief description of the issue they are experiencing.

Virtual Learning Pathway Daily Schedules

ECC/Elementary/Intermediates

Time	Student Activity	Synchronous/Asynchronous
90 minutes	 ELAR/SLAR: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (30 minutes) Canvas activities/assignments (30 minutes) Tech Applications Lexia (30 minutes) 	Asynchronous
90 minutes	 Math: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (30 minutes) Canvas activities/assignments (30 minutes) Tech Applications Dreambox (30 minutes) 	Asynchronous
45 minutes	 Science: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (30 minutes) Canvas activities/assignments (15 minutes) 	Asynchronous
45 minutes	 Social Studies: Instructional Content through prerecorded video, powerpoint/google 	Asynchronous

45 minutes	 slides, screencasting posted in Canvas (30 minutes) Canvas activities/assignments (15 minutes) Fine Arts/Electives/PE: Instructional Content through 	Asynchronous
	 Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (30 minutes) Canvas activities/assignments (15 minutes) 	
30-60 minutes	 Special Programs/Interventions: This time will be dedicated to students who are in need of special services such as Reading Intervention, ESL, GT, Special Education, and/or Dyslexia Services. Some special programs services will require on campus attendance. If this is the case, the parent will be notified of service information. If needed, transportation may be provided. Some services will vary in time and days according to IEP and/or 504. 	Asynchronous/Synchronous
30 minutes	 Office Hours-Each teacher will assign an office hours time and will post the information in Canvas along with a link to Google Meet for access. Tutorials Support with assignments/activities 	Synchronous

Secondary

Time	Student Activity	Synchronous/Asynchronous
45 minutes	 ELAR/SLAR: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (15 minutes) Canvas activities/assignments (30 minutes) 	Asynchronous
45 minutes	 Math: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (15 minutes) Canvas activities/assignments (30 minutes) 	Asynchronous
45 minutes	 Science: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (15 minutes) Canvas activities/assignments (30 minutes) 	Asynchronous
45 minutes	 Social Studies: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (15 minutes) Canvas activities/assignments (30 minutes) 	Asynchronous

45 minutes for each elective period	 Electives: Instructional Content through prerecorded video, powerpoint/google slides, screencasting posted in Canvas (15 minutes) Canvas activities/assignments (30 minutes) Some electives will require on campus instruction. These course periods and times will run congruent to traditional schedules. Transportation will not be provided. A list of these approved courses are provided in the Appendix section of this document. 	Asynchronous/Synchronous
30-60 minutes	 Special Programs/Interventions: This time will be dedicated to students who are in need of special services such as Reading Intervention, ESL, Special Education, and/or Dyslexia Services. Some special programs services will require on campus attendance. If this is the case, the parent will be notified of service information. If needed, transportation may be provided. Some services will vary in time and days according to IEP and/or 504. 	Asynchronous/Synchronous
30 minutes	Office Hours-Each teacher will assign an office hours time and will post the information in Canvas along with a link to Google Meet for access. • Tutorials • Support with assignments/activities	Synchronous

New Virtual Pathways Schedule When Traditional Students Go Full Remote

When traditional students go to full remote learning due to classroom or campus closure, our virtual learning pathway students will have the same access to synchronous instruction from teachers as our traditional students. Campuses and teachers will communicate when this change occurs. Below is the new schedule for virtual pathway learners during that time. If families have questions, they can contact their campus and/or their teacher.

Full Remote Learning Daily Schedules

Block	A Day	B Day	
8:00-8:30 am		Check Time:	
		re ready to go with your learning for the ay	
8:30-11:45 am	Synchronous Instruction:	Synchronous Instruction:	
	ELAR/Math/Science ELAR/Math/Social Studies		
1:00-3:30 pm	Asynchronous Instruction: Asynchronous Instruction:		
	Independent Work Independent Work		
	Office Hours/Tutorials Office Hours/Tutorials		
	Tech Apps Tech Apps		
	Special Programs Support/Synchronous Learning	Special Programs Support/Synchronous Learning	
Specials	Specials teachers will create their own courses in Canvas and add asynchronous activities for students to complete on a daily basis.		

ECC/Elementary/Intermediates

Junior High

Time	Period	Monday	*Tuesday, Wednesday, Thursday, Friday
8:00-8:15am		Asynchronous instruction	Technology Check Time:
		Tech Apps	Make sure you can get logged in and are ready to go with your learning for the day
8:15-9:12am	1st	Teacher planning/PLCs/Training	Synchronous instruction
9:16-10:13am	2nd	Office Hours	Direct instruction Guided practice
10:17-11:14am	3rd		Independent work support
11:18am-12:57pm	4th		Tutorials
1:01-1:58pm	5th		
2:02-2:59pm	6th		
3:03-4:00pm	7th		
Each day students will receive asynchronous assignments/tasks to complete. Teachers will			

Each day students will receive asynchronous assignments/tasks to complete. Teachers will communicate the Google Meet link information through Canvas for Tuesday-Friday synchronous instruction.

*Some courses will need to be attended on site due to the certifications and/or curriculum content. See the APPENDIX for a list of approved courses.

Time	Period	Monday	*Tuesday, Wednesday, Thursday, Friday
8:00-8:15am		Student complete asynchronous instruction	Technology Check Time: Make sure you can get logged in and are ready to go with your learning for the day
8:15-9:03am 9:09-9:57am	1st 2nd	Tech Apps Teacher planning/PLCs/Training Office Hours	Synchronous instruction Direct instruction
10:03-10:54am	3rd		Guided practice Independent work support
11:00am-11:48pm 11:53-1:18pm	4th 5th		Tutorials
1:24-2:12pm	6th		
2:18-3:06pm	7th		
3:12-4:00pm 8th Each day students will receive asynchronous assignments/tasks to complete. Daily instruction whether synchronous or asynchronous follows the district pacing calendar. Teachers will communicate the Google Meet link information through Canvas for Tuesday-Friday synchronous			

*Some courses will need to be attended onsite due to the certifications and/or curriculum content. See the APPENDIX for a list of approved courses.

Student Virtual Learning Expectations

When **synchronous learning** is being conducted online via Google Meet, students are expected to adhere to the following guidelines:

- Students attend class on time and are ready to learn.
- Give your best effort and best online class behavior.
- Be dressed appropriately consider it a casual dress day at school. (No pajamas)
- Have your camera on at all times during class unless the teacher asks or gives you permission to turn it off.
- Use your own school-issued Chromebook for remote learning.
- Make sure your face is visible and immediately recognizable.
- Have your cell phones and any other electronic device put away during class time, preferably in another room.
- Be aware of the environment in the background. Work space is designated for the student.
- Students should take turns, contribute, and ask questions in class discussions.
- Students should use chat appropriately and be mindful that their classes are being recorded.
- Students should refrain from experimenting with the Google Meet options during class time, from muting other students' microphones, removing anyone from the Google Meet, or from jumping ahead.
- Students who exhibit inappropriate or disruptive behavior will be removed from synchronous Google Meet instruction. Due to the nature of the behavior, it may warrant a report to campus administration for discipline action.

When students have **asynchronous learning**, students are expected to follow the guidelines below:

- Complete asynchronous activities assigned each day in Canvas.
- Students show proof of daily participation by satisfactorily completing assigned activities/assignments to demonstrate evidence of student learning ie. video, picture, or activities submitted as lessons and/or completing assignments.
- Students and parents will communicate with the teacher when needing additional assistance, tutoring, etc.

Stakeholder Roles With Virtual Learning

Student	Parent/Guardian
Follow the designated schedule communicated by their campus to attend class during synchronous times and	Monitor and ask for evidence that your child is on track with assignments and coursework.
complete asynchronous activities assigned.	Check district and campus websites for updates and become familiar with accessing Canvas courses and information through either the
Participate in learning through live class time (expectations on pg. 17).	student Chromebook or the Canvas parent app.
Students should take responsibility for advocating for themselves.	Provide your child with assistance on their day-to-day activities with the exception of designated independent work or assessments.
Turn in assignments at the direction of the assigned teacher.	Assist in supporting your child's needs by establishing and managing the daily schedule communicated by the teacher and the campus.
Responsible for participation in the lesson.	Consider creating a designated learning space for your child at home to learn comfortably.
Daily participating in classes at designated times.	Maintain communication with your child's teacher by phone, email messages, and/or online meetings to create a learning partnership.
	Don't help too much. Becoming independent takes lots of practice.

Assessments

In order for our assessments to be as secure as possible during full remote learning, the following guidelines will be adhered to:

- Teachers will use monitoring software (Lightspeed, Google Meets, lockdown browser in Eduphoria) and testing protocols to ensure the integrity of the assessment process. Students will need to understand these pieces prior to the test day. Prior to the first test day, students will need to log into Eduphoria and accept permissions prior to using the lockdown browser.
- Only the student testing will be in the testing environment.
- Testing accommodations will be allowed based on student's needs and/or accommodations (IEP, 504, and LPAC).
- Cell phones and any other electronic device will be turned off and placed in an area outside of the testing environment.



Parent Canvas Information



The links below will provide families with informational videos about Canvas. Feel free to subscribe to the EISD Digital Learning You Tube channel to get the latest videos and updates.

Canvas LMS for Parents

- What will I see when I log into the Canvas Parent app?
 - How do I download the Canvas Parent app?
- What steps do I take to get my child logged into Canvas?

How do I access the Canvas Parent Training Course or the Student Canvas <u>Training Course?</u>

How do we log into the Chromebook with a QuickCard?

How do I get the student generated pairing code?

How do you log into a Chromebook?

How do you log into the Parent Dashboard in Canvas?-Web Version

Canvas Overview

How do you take a photo & submit an assignment in Canvas?

How do you join a Google Meet?

Agriculture Mechanics/Fabrication Advanced Plants Turf Management Greenhouse **Practicum Health Science** Horticulture Floral Culinary Arts: Introduction 1 & 2 Introduction to Welding Welding 1 & 2 **Basic Auto** Auto Tech 1 & 2 **Principles of Construction** Construction 1 & 2 **BIM 1 & 2** Web Technology Career Prep 1, 2 & 3 Introduction to Cosmetology Cosmetology 1 & 2 Introduction to Color **Forensics CAD/Engineering PI TW** DIM Graphic Design 1 & 2 **Junior High Welding Junior High Wood** Band **Athletics** Choir **Theater Arts** *Any activity that competes in UIL performanced-based competitions.

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2020 July 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	2020 August S M T W T F S 1 2 3 4 5 6 7 8 9 10 1 2 13 12 15 16 7 13 9 20 21 22 23 24 25 26 27 28 29 30 31 Aug. 20-First Day of School	S M T W T F S 1 2 3 4 5 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 30 30	2020 October 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 0ct. 9 - Professional Development/ Workday/Student Holiday 0ct. 12 - District Holiday
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2021 March S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 10 10 11 12 13 14 10 10 10 15 20 21 22 23 24 25 26 27 28 29 30 31 March 15-19 - Spring Break March 15-19 - Spring Break March 22 - Professional Development/ Workday/Student Holiday	2021 April S M T W T F S 1 2 3 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 April 2 - District Holiday April 6-9 - State Testing	2021 May S M T W T F S 1 2 3 4 5 6 7 8 9 10 1 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 May 4-7 & 11-14- State Testing May 4-7 & 11-	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 30
 District Holiday Professional Development/ Workday/Student Holiday Virtual Learning Only So% Traditional Attendance Bad Weather/PD/Workday Grading Period Ends or Begins 			

Please note that this is a working document; details are subject change.

EISD Informational Links

2020-2021 EISD Student Handbook

2020-2021 EISD Student Code of Conduct

2020-2021 Traditional School Supply Lists

2020-2021 Virtual School Supply Lists