

Zephyr ISD Return to School 2020-2021



This is a living document and will be updated on a regular basis as information becomes available.

The Zephyr Independent School District will hold in-school instruction with safety and COVID-19 prevention measures in place as well as offer families a high-quality, rigorous and engaging online experience

Additionally, the school district has outlined an instructional model that provides for a continuation of instruction in the event a classroom or a school must temporarily move to a School-to-Home instruction model due to COVID-19.

Although there are no strategies to completely eliminate transmission risk in schools, we are committed to keep transmission as low as possible in order to safely continue school.

Face to Face Instruction

- Regular in-school instruction
- ZISD instructors and curriculum
- All core and elective courses
- Technology and learning software
- Transportation for eligible students
- Health prevention measures

Online Learning

- ZISD curriculum and instructors
- Real-time & self-paced instruction
- Formal class schedule
- Daily attendance
- Possible access to extracurricular activities
- Parent as learning coach
- Internet and computer required (available if needed)

Face to Face

The face to face plan is the traditional school environment. It is the District's plan to reopen schools on August 17, 2020 for students unless otherwise determined by State or local authorities. To address the current COVID-19 environment, Zephyr ISD has developed a set of health and prevention measures for all staff, students and visitors and such measures tighten or loosen dependent on the COVID-19 Stage Protocol (see page 9) a school or facility is operating.

The Superintendent of Schools and Principals will monitor internal data and information from the health departments to determine whether a school or facility shall move from one stage to another. The factors for such decisions may be subject to change to account for the situation at that time.

Parents and staff will receive periodic communication to inform them of the current stage, number of confirmed COVID-19 cases within the school building, if any, via the Zephyr ISD Facebook Page and on www.zephyrisd.net. (There is also a school app being developed for communication).

Zephyr ISD will follow all state and federal requirements, rely on local health experts for guidance in decision-making, and adopt reasonable practices while maintaining an effective learning environment.

PERSONAL PROTECTION

- Students (as developmentally-appropriate and per Governor executive order) are required masks, in common areas such as hallways and cafeteria, when not eating, and whenever a physical distance of 6 feet from another person is not possible per executive order.
 - Some 4th grade students will be nine years old at the beginning of the year. To assist with compliance and safety, ZISD will require mask for all 4th grade students regardless of age.
- Staff and visitors will be required to wear a face mask/covering when entering a ZISD facility
- ZISD staff will strive to achieve a 6-foot distance for students and teachers, however that may not be possible in all classrooms. Individual needs will be addressed on a case-by-case basis.
- Requests for accommodations should be submitted in writing to campus administration.
- All staff will be required to complete a COVID-19 Self-Assessment prior to coming to work every day.
- Parents will be asked to administer the COVID-19 Self-Assessment daily prior to sending their children to school, take their temperature, and keep them home if ill.
- Students and staff will follow current COVID-19 Return to School/Work Guidelines.
- Individuals who develop symptoms of the COVID-19 illness will be sent to the campus office, placed in isolation, and sent home immediately. Parents/Guardians will need to make every effort to receive children within 30 minutes.
- Students will be instructed on methods to protect themselves and others from COVID-19 at school.
- Students will be trained on proper hand washing techniques and participate in scheduled handwashing times throughout the day.

PROTOCOLS FOR CAMPUS VISITORS

Visitation will be limited and approved by campus offices. All visitors will be required to be screened and have appropriate PPE (Person Protective Equipment).

CLEANING AND DISINFECTING PROTOCOLS

- Frequent cleaning and disinfecting will occur throughout the school day.
- Each classroom and restroom will be cleaned/disinfected at the end of each day.
- All high touch areas will be disinfected throughout the day.
- Cleaning supplies will be provided for each classroom and common area to maximize room-to room cleanliness.
- The cafeteria will be disinfected regularly.
- Staff will have access to supplies to clean/disinfect working surfaces and shared objects after each use and during breaks in instruction.
- Alcohol-based hand sanitizing stations will be located throughout the building and in all teachers' classrooms.

TRANSPORTATION

In response to COVID-19, Zephyr ISD encourages all families, with the ability to do so, to transport their children to and from school. Bus transportation will be offered; however, the standard number of transported students compromises the ability to socially distance. **For this reason, students utilizing bus transportation will be required to wear face coverings/masks at all times on board as developmentally-appropriate.**

- Hand sanitizer will be available when boarding the bus.
- All bus drivers will wear face coverings/masks.
- All students, as developmentally-appropriate and per Governor's orders, will be required to wear face coverings/masks while riding the bus.
- Buses will be cleaned/disinfected between each transportation run and at the end of the day.
- Transportation staff will be trained in proper cleaning/disinfecting procedures.

BREAKFAST AND LUNCH

To minimize foot traffic in the building and to allow for adequate physical distancing for students during eating periods, **there will be no visitors allowed in the cafeteria.** These restrictions may loosen as the year progresses, however, it is important to allow campus staff the flexibility to space out students throughout common areas so that social distancing is possible.

- Cafeteria and serving areas will be cleaned between uses.
- In the morning, JH students will be allowed to eat in the foyer of the new gym, and HS students will be allowed to eat in the old gym to allow more spacing in the cafeteria for the elementary.
- Lunches will be conducted in the best possible way to promote social distancing.
- Signage and staff will reinforce social distancing throughout the cafeteria.
- All ZISD child nutrition staff will use face coverings/masks and gloves while performing job responsibilities and will be trained to practice health and hygiene regulations.

ARRIVAL, DISMISSAL & TRANSITION

Parents are asked to assist campus staff in the implementation of arrival and dismissal plans. **When transporting or walking children to school, please follow all signage, drop off and pick up children at the appropriate locations, and quickly exit the parking lots.**

- Parents will not be permitted to walk students inside the school building without a mask.
- Whenever possible, parents of children should remain in vehicles during all pick-ups, and contact the school office to notify them of their arrival.
- Each group of students will be directed to a designated location prior to the start of school.
- Water fountains **will not** be accessible, but there will be a bottle filling station available for students in the elementary and new gym. Students should bring their own clear, translucent water bottle to school.
- Hand sanitizer stations will be placed at entrances, exits and common areas throughout the building.
- All areas of the building (gym, cafeteria, larger classrooms, common areas, etc.) will be utilized to limit the size of student groupings.

- Dismissal exit points will be established.
- Transition time of students will be limited as much as possible during the school day.

CLASSROOM CONFIGURATIONS AND PROCEDURES

It is our promise to maintain a warm and inviting learning environment in our classrooms while simultaneously following health guidelines.

ZISD will adhere to any County, or Governor's executive orders which may require face coverings at all times.

Each classroom will have the following:

- Visual reminders of distancing requirements in all classrooms.
- Access to alcohol-based hand sanitizer.
- Access to disinfectant supplies to sanitize working surfaces.
- Desks or tables will be physically distanced as much as spatially possible.
- Shared supplies will be limited and cleaned between uses.
- Based on district guidance, teachers will develop, teach, and implement procedures that:
 - Limit simultaneous student movement within the classroom such as turning in assignments, materials being passed out, etc.
 - Establish student responsibilities to clean personal areas and materials/supplies.
 - Reinforce hand washing protocols and intermittent use of hand sanitizer.
 - To the extent possible, locked doors will be propped open between classes to minimize contact with doors and door handles by students and staff entering or exiting classrooms.
 - Recess will be allowed on the playground for only one class at a time.

EXTRACURRICULAR AND STUDENT ORGANIZATION ACTIVITIES

Extracurricular/Cocurricular activities, practices and competitions will be conducted following safety protocols provided by ZISD, University Interscholastic League (UIL), and the Texas Education Agency (TEA). This will include health screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.

- Hand sanitizer will be available in gym areas, locker rooms, weight rooms and equipment will be sanitized on a regular basis.
- Locker room use will be determined by TEA/UIL.
- Bus travel will follow transportation guidelines provided by ZISD and TEA.
- Spectator attendance at games and contests may be limited based on TEA and UIL guidelines.
- Passes for events may be utilized to control capacity of facilities.
- Event procedures will be in place to minimize face-to-face interactions.
- Separate entrances and exits may be utilized and event doors may be propped open to minimize physical contact with handles.
- Spectator seats may be marked and/or configured in a way to enforce social distancing.
- Concessions and/or concession sales may be limited to encourage social distancing and to follow health and safety guidelines.
- Extracurricular/Cocurricular activities, practices and competitions will be conducted following safety protocols provided by ZISD, University Interscholastic League (UIL), and the Texas Education Agency (TEA). This will include health screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc..
- Assemblies and student activities must adhere to recommended social distancing.
- Hand washing or hand sanitation stations will be available for any activity.
- Use of face coverings will be implemented per executive order.

PHYSICAL EDUCATION

Whenever possible, physical education classes will be held outside to allow for maximum social distancing between students.

- Locker room and class size will be determining factors when it comes to dressing out for secondary physical education classes.
- Students will be placed in smaller, appropriate groups for instruction and activities for appropriate social distancing.
- Students will need to provide their own clear, translucent water bottles.
- Restroom use will be the practice of “one in and one out” when it is possible.
- Any activities bringing students into close physical contact will be avoided. Activities requiring multiple students to touch or handle the same equipment will be avoided.

- Sanitizing areas and access to handwashing will be provided.

COVID-19 STANDARD RESPONSE PROTOCOL

The Zephyr Independent School District has created a standard response in the event there is a case or cases of confirmed COVID-19 among students or staff. Each facility will be operating at Stage 4 at the start of the school year. While the protocols that follow provide District leadership guidance on how to respond, the school district will always err on the side of caution and may take additional steps in any one stage.

COVID-19 STANDARD RESPONSE PROTOCOL

Stage 1 Prevention

No confirmed cases of COVID-19 among staff or students.

- Health prevention measures are in place.
- Daily intensive cleaning and frequent cleaning of common areas.
- Limited visitor access.
- Monitoring virus trends in the community via health departments.

PREVENT: Practices to Prevent the Virus from Entering the School

Screening Questions for COVID-19 Before Campus Access

1. School systems must require teachers and staff to self-screen for COVID-19 symptoms before coming onto campus each day. Symptoms are listed at the end of this document. The self-screening should include teachers and staff taking their own temperature. Teachers and staff must report to the school system if they themselves have COVID-19 symptoms 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. Additionally, they must report to the school system if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this document, and, if so, must remain off campus until the 14-day incubation period has passed.
2. Parents must ensure they do not send a child to school on campus if the child

has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below

conditions for re-entry are met. Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed. School systems may consider screening students for COVID-19 as well. Screening is accomplished by asking questions by phone or other electronic methods and/or in person. The screening questions should also be asked of a student's parent if that parent will be dropping off or picking up their child from inside the school. Regularly performing a forehead temperature check of otherwise asymptomatic students in school is not recommended, but the practice is also not prohibited by this guidance.

3. Excluding parental drop-off and pick-up as discussed above, 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. Additionally, 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

1. Any individuals who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:
 - o In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met at least three days
 - i. at least three days (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing

medications);

- ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - iii. at least ten days have passed since symptoms first appeared.
- In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, 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.
 - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) obtain an acute infection test at an approved testing location <https://tdem.texas.gov/covid-19/> that comes back negative for COVID-19.

Identifying Possible COVID-19 Cases on Campus

- Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian.
- Schools should clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
- Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

Stage 2 Response & Mitigation

One or more confirmed case(s) of COVID-19 at one facility.

- The District will notify the local health department and work with them.
- Communication will be sent out to the District parents through the remind messages, facebook, and on the website. Also, through the school app once it is developed.
- Persons who came in close contact of an individual with a confirmed case of COVID-19 will be contacted by the local health department and given advice per CDC health guidelines, see definition below.

- Affected area is closed for deep cleaning.
- Self-health monitoring, prevention information, and stay home if ill communication to all persons at the facility.
- A short-term closure of the facility may be necessary, which will be determined based on the timing, location, health department communication, and number of cases involved.

RESPOND: Practices to Respond to a Lab-Confirmed Case in the School

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School

1. If an individual who has been in a school is lab-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. Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 7 days have already passed since that person was on campus.
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 school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate on any on campus activities.

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

Operational Considerations:

Health and Hygiene Practices: General

1. Schools should attempt to have hand sanitizer and/or hand washing stations with soap and water at each entrance. They should also attempt to provide hand sanitizer and/or hand washing stations with soap and water in every classroom.
2. Students, teachers, staff, and campus visitors should be encouraged to sanitize and/or wash hands frequently.
 - School systems are encouraged to have students engage in supervised handwashing for at least 20 seconds at least two times each day, in addition to being encouraged to wash hands after using the restroom and before eating.
 - School systems are encouraged to teach students good handwashing techniques.

- Students, teachers, staff, and campus visitors should be encouraged to cover coughs and sneezes with a tissue, and if not available, covered in their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.
3. Campuses should institute more frequent cleaning practices, including additional cleaning by janitorial staff, as well as provide the opportunity for children to clean their own spaces before and after they are used, in ways that are safe and developmentally appropriate.
 - Schools should arrange for additional cleaning and disinfecting of surfaces that are touched in common throughout the day. This would include objects such as door handles, common tables/desks, shared supplies such as art supplies, and high touch devices such as shared laptops or tablets.
 - Schools should arrange for cleaning of commonly-touched surfaces in classrooms between different class groups, if the same room will be used by multiple class groups.
 - The CDC has provided [guidance on cleaning community buildings](#) to prevent COVID-19 spread.
 - Schools should 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. Whenever possible, schools should open windows or otherwise work to improve air flow by allowing outside air to circulate in the building.
 5. If a building has remained dormant for an extended period, we recommend you review [CDC guidance on maintaining water system safety](#) when buildings are unused for extended periods of time, and apply this guidance as appropriate.
 6. The CDC provides a range of [printed resources](#) such as posters that promote protective measures and can serve as helpful reminders of best practices. Schools may use these or may create their own reminders.
 7. On the first day a student attends school on campus, school systems must provide instruction to students on appropriate hygiene practices and other mitigation practices adopted in the local school system.

Health and Hygiene Practices: Masks

1. For the purposes of this document, 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 addition to the executive order, school systems may 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. Schools may, for example, allow students who are actively exercising to 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, encourage students to practice social distancing.

1. In classroom spaces that allow it, consider placing student desks a minimum of six feet apart when possible.
2. In classrooms where students are regularly within six 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.

Use of Non-Classroom Spaces

1. When feasible and appropriate (for example, in physical education classes as weather permits), it is preferable for students to gather outside, rather than inside, because of likely reduced risk of virus spread outdoors.
2. Schools may continue to offer extracurricular activities, at their discretion and consistent with the guidance in this document, for non-UIL extracurricular activities and with the guidance found on the UIL website for all UIL activities.
3. As is the case in typical years, school systems with policies that allow it may open facilities to the public. Operation of the facilities should be done consistent with the governor's executive orders for similar activities.
4. Campuses must plan for entry, exit, and transition procedures that reduce large group gatherings (of students and/or adults) in close proximity. Consider staggering school start and end times, assigning students to entries to ensure even distribution of students entering/exiting at each door, providing guidance to students to enter one at a time and wait six feet apart outside the entrance, and, where appropriate, encouraging parents to remain outside during drop-off and pick-up.
5. Depending upon local conditions, school systems should consider eliminating assemblies and other activities that bring large groupings of students and/or teachers and staff together.
6. Consider adding dividers between bathroom sinks, especially when students cannot be at least six feet apart while using the sinks.
7. School systems should consider practices that reduce the likelihood that students

meet the close contact definition (defined below) at lunch. This could include having students eat lunch at their desks. It could include the use of seats that are spaced at least 6 feet apart. It could include the use of dividers on cafeteria tables if they can serve the purpose of shielding the students from respiratory droplets with which they might otherwise come into contact. For meal service itself, consider individually plated meals with disposable food service items for students who do not bring their own lunch.

Transportation Recommendations

1. School systems should consider requiring students and staff to use hand sanitizer upon boarding the bus.
2. When possible, schools should open windows to allow outside air to circulate in the bus.
3. School systems should encourage families to drop students off, carpool, or walk with their student to school to reduce possible virus exposure on buses.
4. Buses should be thoroughly cleaned after each bus trip, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles. During cleaning, open windows to allow for additional ventilation and air flow.

Visits to Schools

- Parents and other adults can visit schools, as permitted by local school system policies. During these visits, parents and other visitors must follow virus prevention and mitigation requirements of the school.
- Schools systems should restrict visits in schools to only those essential to school operations.

Staffing

1. 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 or legal requirements. However, school systems should work with teachers and other staff to ensure the safety of students, teachers, and staff. This could include allowing those staff, including teachers, who may fulfill their work duties remotely to do so. It could include modification of schedules to ensure, where feasible, that staff members, including teachers, interact with smaller and/or more consistent cohorts of individuals to further mitigate risk. In addition, teachers and staff who are in high risk categories may be entitled to paid leave under the federal [Families First Coronavirus Response Act \(FFCRA\)](#) in addition to leave already accrued.
2. School teachers and staff should be trained specifically on the protocols outlined in this document and the practices adopted by their school system. Additionally, while not developed with this exact guidance in mind, Texas Agri-Life Extension offers a free online course on [Special Considerations for Infection Control During COVID-19](#) (2hrs). This course is intended for frontline childcare workers, but the principles of the course apply equally to those working in school settings.

3. School systems should attempt to reduce in-person staff meetings or other opportunities for adults to congregate in close settings. When those meetings are necessary and cannot be done via electronic means, everyone must follow the mask protocols in this guidance, remain at least 6 feet apart where feasible, consider the use of dividers, and consider whether increased airflow from the outdoors is possible in those settings.

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following questions:

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

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

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

1. 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.
2. 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.

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>
“Within sections that primarily contain requirements, there are some recommended practices (indicated with “should”). Likewise, within sections that primarily contain recommendations, there are some required practices (indicated with “must”).

Stage 3 District Closure

Confirmed COVID-19 cases exceed 5% of district population.

- The District will notify the local health department and work with them.
- Communication will be sent out to the District parents through the remind messages, facebook, and on the website. Also, through the school app once it is developed.
- Persons who came in close contact with an individual who is a confirmed case of COVID-19 will be contacted by the local health department and given advice per CDC health guidelines, see definition below.
- District will be closed for 1-5 days for a deep cleaning.
- Self-health monitoring, prevention information, and stay home if ill communication to all persons at the facility.
- Students and staff move to School-to-Home learning model.
- Disinfection of all facilities and school buses.
- All auxiliary areas such as playgrounds and athletic fields are closed.
- Extracurricular activities are cancelled.

INTERMITTENT SCHOOL-TO-HOME

In the event the District has 5% of the student/staff population with COVID-19 at one time, or otherwise determined by the Superintendent of Schools, students will move to intermittent School-to-Home Learning. In a School-to-Home learning

model, students will temporarily learn from home and their teacher(s) work remotely in a classroom and deliver instruction in real time (synchronous instruction) as well as self-paced work (asynchronous instruction).