



# “When to Amend” Asynchronous Plan Guidance Document

This guidance document is being provided to assist local education agencies (LEAs), including school districts, charter schools and independent schools, to determine when an amendment to their Asynchronous Plan is required to be approved by the Texas Education Agency (TEA). The TEA recognizes the need for LEAs to make revisions as they implement their approved Asynchronous Plan, but at the same time, the TEA wants to ensure that revisions are in alignment with the required components of the Asynchronous Plan.

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## Progress

Is the district making significant changes to the:

- expectations and/or systems for tracking daily student engagement,
- systems for tracking student progress and/or
- systems for providing regular feedback to all students

## Implementation

Is the district making significant changes to the:

- professional development calendar for educator support,
- systems for explicit communication to families regarding expectations of asynchronous instruction and/or



What is the timeline to submit an Asynchronous Plan Amendment?

The Asynchronous Plan Amendment template and Intent to Amend link is posted on the [TEA Asynchronous and Synchronous Instruction web page](#) on October 22, 2020. Asynchronous plan amendments will be accepted and processed between October 26 and December 18, 2020.