

# JUDITH GAP SCHOOL DISTRICT 21-J

## RE-OPENING GUIDELINES

Safe Return to In-Person Instruction and Continuity of Service Plan

2020-2024



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\*\*\*This plan is meant to be used as a guide for the re-opening of Judith Gap Schools. Everyone should expect changes throughout the 2021 fiscal school year. Most changes will be based upon recommendations from the state of Montana, Wheatland County and federal agencies. This plan is organized in a manner to address the following points as stressed by the Montana Office of Public Instruction. These areas are: Academic, Physical/ Structure, Social/ Emotional/ Behavioral, Business, Transportation and Extracurricular/Activities/Athletics. Furthermore, this plan is arranged by Phase 1, Phase 2 and Phase 3 in order to remain consistent with the state of Montana Re-Opening Guidelines. At any time, these Phases can change according to the Governor of Montana's mandates.

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**PHASE I:** Stay in-place order issued by the Governor, coincides with governor's Phase 1 declaration.

- Judith Gap School students will be engaged in remote learning.
- Judith Gap School will be closed to on-sight instruction and all student/ community activities.
- Judith Gap School will provide access to school meals (breakfast/lunch) for students who desire. School transportation services will be utilized to provide grab-and-go meals (breakfast/lunch) for students if desired.
- Each teacher will establish and post "office hours", a minimum of three times per week for students/parents to access teachers for help.
- Teachers will guarantee to provide students with appropriate and timely feedback/grading to facilitate academic progress. Assessments will identify student proficiency and progress through the school year.
- Email, postal service mail, the school website, Zoom, Facebook, and/telephone will be used to communicate with students and families, contact logs will be kept by teachers.
- Extracurricular activities will be canceled.
- Judith Gap School will provide services (In conjunction with CMLRCC) to students with disabilities (IEPs/504 Plans), and any type of other services usually provided in the school setting.

**PHASE 2:** Students will engage in on-site/in-person learning, with remote learning opportunities available for those who choose this option. Coincides with the governor's Phase 2 declaration. Everyone will be prepared to return to Phase 1 at any time with governor's declaration.

A.) ACADEMIC:

- Any student/ teacher/ staff with possible COVID-19 symptoms will be required to stay home.
- Students who opt out of on-site/in-person instruction will be provided a remote learning opportunity.
- The school district will provide every family and staff member with a thermometer. Families will check students' temperature prior to coming to school or boarding the school bus. Teachers/ staff members will do a self-assessment of temperature prior to reporting for duty. Everyone with a temperature of 100.4 degrees F will not come to school.
- In the event of a cluster of illnesses (influenza/ COVID-19, etc.), parents will be required to report to school officials the status of illness and the health of student/ teacher/ staff on a continual basis.
- Students/teachers/ staff who fall into the at-risk category or who are under quarantine due to exposure can receive accommodations for teaching/receiving instruction remotely if requested.
- Students/ Staff will be encouraged to wear masks or other PPE, but not required. Students/ Staff will be provided with washable masks if desired.
- Accommodations will be made for students/ teachers/ staff who are in a high-risk group or caring for individuals in a high-risk group.
- Teachers who are under quarantine due to exposure or other health risks will provide streamed or recorded instruction for students who are supervised by another individual in the on-site classroom.
- Teachers will video record their instruction and provide it online to students unable to attend on-site Instruction.
- School re-opening guidelines and training will be provided to all substitute employees of the Judith Gap School District 21-J.
- Students/Teachers/ Staff will be prepared at any time to return to Phase 1.
- An isolation area within the school building will be available In case anyone becomes ill.
- In the event of a positive COVID-19 test of a student/ teacher/ staff member, school will be closed immediately for 48 hours for sanitation/ cleaning and the district will work with applicable officials to determine the course of action.
- Students/Parents/Teachers/ Staff will be asked to monitor for COVID-19 symptoms and potential exposure. If a student exhibits symptoms or has been exposed, then

they must notify the school and stay home from school and seek medical attention. If a student exhibits symptoms, they will be isolated until a parent/guardian can pick up student.

B.) Physical/ Structural:

- Students leaving campus during lunch time will obey social distancing guidelines.
- Student desks will be spaced as far apart as room allows. Classes with tables will be replaced with desks to allow for social distancing.
- Library and gym will be sanitized/ cleaned between uses.
- Recesses will be staggered and equipment will be sanitized/ cleaned between uses.
- Staggered schedule to move between classes.
- Lunch/Breakfast will be staggered to allow for proper social distancing in the lunchroom during meals. Allowances will be made for time to sanitize/ clean between groups. All self-serve options will be eliminated. All food distribution will follow OPI/Wheatland County health recommendations.
- Masks will be available for people present or visiting the building.
- Office staff will regularly wipe down all high-touch surfaces in the office area.
- Thermometers will be available to office staff/ superintendent for screening of students/teachers/ staff as needed.
- "Sick bay" room will be created as a place for sick students to be isolated while awaiting pick up by parents.
- Bus seats and handrails will be sanitized/ cleaned after each use.
- Disinfectant wipes will be present in all rooms for teachers/ staff to utilize as deemed necessary.
- Mist sprayers will be used to disinfect larger areas on a regular basis, i.e., playground equipment, lockers, gym, shop, etc.
- Main office will be locked, and plexi glass will be placed on the window to limit exposure by visitors.
- Signage will be placed throughout the school building to educate students/ teachers/ staff and school community about safe COVID-19 protocols.
- Weight room and gym will be closed to all outside visitors.

C.) Social/ Emotional & Behavioral:

- Resources will be provided to students/parents/ teachers/ staff to help them deal with trauma associated with COVID-19 events; requests will be honored in a timely manner.
- Teachers/ Staff will report to administration any students who may be experiencing trauma due to the circumstances related to the COVID-19 pandemic. This is to properly allocate resources that can be used for all impacted individuals.

D.) Business:

- 1900 Series of policies will be reviewed and updated to meet needs of the district as changes occur.
- School administration will work with appropriate persons to ensure that technology status and operational needs are adequate to meet the needs for students/teachers/ staff to conduct business as needed.
- Judith Gap School will work with Wheatland DES to access PPE as needed.
- School administration will work with the teachers in the event that a change occurs in working conditions or other requirements.

E.) Transportation:

- Bus drivers will sanitize/ clean buses thoroughly between routes.
- Students will be assigned seating and only one student per seat when possible, children from the same household are allowed to sit together on the bus.
- Route drivers will drop off students at staggered times to avoid overcrowding at the entrance.

F.) Extra-Curricular Activities and Athletics:

- Students who opt out of on-site education (1908F Policy) will not be allowed to participate in any extra-curricular activities and/or travel with school groups.
- Students who opt out of on-site education, will not be eligible for activities per MHSA.
- Proper social distancing will be practiced on all activity bus and sports trips with the TCT cooperative.

**PHASE 3:** Coincides with the governor's Phase 3 declaration. Presumed "normal" operations.

- Students will engage in on-site learning. Frequent handwashing and disinfecting of surfaces and commonly touched areas will be sanitized. Students/teachers/ staff may wear masks if they choose.
- Students/ teachers/ staff who fall into the at-risk category or who are under quarantine due to exposure will receive accommodations for teaching/receiving instruction remotely following the Phase 1 guidelines.
- Students/ teachers/ staff will be prepared to return to Phase 1 or Phase 2, per governor's orders.

- Any student/ teacher/ staff with a fever must stay home. Extra-curricular activities may resume as planned. MHSA will dictate policies/procedures for return.

### **Additional Resources:**

**Montana Rural Education Association**<<https://mrea-mt.org/covid-19-resources-and-information/>

**Governor's Plan for Re-Opening Safe and Healthy Schools for Montana**

<https://covid19.mt.gov/Portals/223/Documens/Education%20Final.pdf?ver=2020-07-02-123418-013>

**Office of Public Instruction Guidance for Re-Opening Schools**

<http://opi.mt.gov/Re-openingSchools>

**Back to School: A Roadmap to Safely Reopen Montana's Public Schools Using Emergency School District Policies**<<https://www.mt-pec.org/home>

**Center for Disease Control**< <https://cdc.gov>

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