

# JUDITH GAP SCHOOL DISTRICT 21-J

## RE-OPENING GUIDELINES

2020-2021



P.O. Box 67

306 4<sup>th</sup> Avenue

Judith Gap, MT. 59453

(406) 473-2211

[www.judithgap.k12.mt.us](http://www.judithgap.k12.mt.us)

**\*\*\*This plan is meant to be used as a guide for the re-opening of Judith Gap Schools. Everyone should expect changes throughout the 2020-2021 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.**

---

**PHASE 1:** 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/or 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 plexiglass 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 in working conditions or other requirements occurs.

**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/Documents/Education%20Final.pdf?ver=2020-07-02-123418-013>

Office of Public Instruction Guidance for Re-Opening Schools <<http://opi.mt.gov/Re-opening-Schools>

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 <[cdc.gov](http://cdc.gov)

**\*\*\*Final Draft, 8/4/2020. Presented to Judith Gap School Board.**

