

Superior Schools Back to School Plan Fall 2020

**Presented and approved at the Superior School Board meeting on August 10th 2020*

** If you have questions please call*

Elementary principal @ ext 207

or

JH/HS principal @ extension 112

Elementary Schedule

- 8:15 am - 2:15 pm (we will re-evaluate the early out schedule at the quarter)
- This schedule provides the teachers time to connect with off-site learners (minimum of 30 min) and to prepare for the next day's instruction. Teachers are also going to be required to be with their students during lunch and breakfast time. Teachers will also be doing their own specials (PE & Music) this will result in an increase in contact time. The 2:15 pm out provides a solution for all those issues.
- Above all other reasons it allows us to keep class sizes small and manageable during this time.
- Early Kindergarten and Full Day Kindergarten will start on **September 8th**
- Early Kindergarten schedule will be
 - AM Group on Mondays and Wednesdays 8:15-2:15
 - PM Group on Tuesdays and Thursdays 8:15-2:15

JH/HS Schedule

- Will be moving to a 4x4 block schedule
 - [Semester Block Schedule 2020-21 \(DRAFT\)](#)
- Periods go from seven periods of 51 minutes to four periods of 93 minutes
 - Reduce transitions from six to three, reducing number of students in hallway
 - Provide opportunity to meet needs of off-site learners and increase parent communication during prep times
 - Reduce class load and stress level for students if we are required to return to online instruction
- For entirety of 2020-21 school year

Transportation

- Parents will be encouraged to drop off and pick up their students at school
- Students will not be allowed on the playground or into the building until 8:10 am
 - **Details on pick up and drop off procedures will be released by August 24th**
- Bus occupancy will be no more than 50%
- One rider per seat. Except for immediate family members or same household
- Masks required for all riders and staff while on the bus

- An additional staff member will ride the bus for the first couple weeks to ensure students are staying socially distanced, to ensure masks are staying on and to dispense hand sanitizer to every rider as they get on the bus.
- We will provide an early release route for the elementary @ 2:15 pm
- Drivers will then return to pick up JH/HS students

Entering the Building Elementary

- Staff will be required to do a health screening (temp check) before entering the building
- Visitors and parent pick ups must call ahead and will also be required to conduct a health screening before entering the building.
- Doors will be monitored by staff but open so students can enter the building touch free and socially distanced.
- EK-2nd grade will enter on at the far south entrance of the building
- 3rd-6th grade will enter at the main north entrance
- In the morning students will exit the bus/cars and stay masked up and walk straight to their classrooms, where their breakfast will be waiting at their desks
- Each student will have a container in front of their desks to place their backpacks and items.
- Once the students are at their desks or they can ensure they are physically distanced they can remove their masks.
- Floor markings in the hallway will provide as a visual for distancing in the halls

Entering the Building JH/HS

- Visitors and parent pick ups must call ahead and will also be required to conduct a health screening before entering the building.
- Students will enter building at nearest available outside entrance
 - South Hall (Nagy, Forsythe, Quinlan) use MP Room
 - HS Foyer (Chamberlain, Office, Wheeler, Labbe, Quinlivan, Nytes) use front doors
 - North Hall (McElroy, Olson, Randall, Kelly) use North Hall doors
 - Gym, Music (Crabb, McElroy, Merrill) use Commons doors
 - West JH (Reich, Keyser) use JH doors west of library
 - East JH (Bishop, Kovalsky) use northeast JH doors
 - Shop & Weight Room (Schultz, Crabb) use outside entrances
- Students will be asked to report directly to their 1st period class upon arrival at school
- Staff will monitor entrances so students can enter the building untouched, but are required to use face coverings when physical distancing cannot occur and in common areas-hallways, restrooms, etc.

Exiting the Building Elementary

- Recess dismissal: Students will be required to wear masks in the hallways until they reach their designated quadrant on the playground.
- End of the day will be a staggered release either by bus or by grade we are still discussing those details
- We are going to encourage students to use neck gaiter style masks in the elementary to eliminate students losing their masks

Exiting the Building JH/HS

- Class Transitions: Students must wear face covering in hallways until they transition to the exterior doorway for next class or end-of-day.
- End of Day: Will be staggered release by bus or by proximity to the exterior doorway.

Classrooms Elementary

- Students and staff will sanitize hands as they enter the classroom.
- Teachers will arrange classrooms so that student desks are physically distanced.
- Teachers will wear masks only when they can not ensure social distance with their students.
- Students will wear masks when they can not ensure physical distancing with classmates or teachers.
- Group work will be limited but if necessary students and teachers will mask up.
- Classroom supplies and tangibles will not be shared

Recess Elementary

- We will separate the play ground into 4 quadrants.
 - Quad one (Blue) will be EK/3rd
 - Quad two (Red) will be FK/4th
 - Quad three (Yellow) will be and 1st/5th
 - Quad four (Green) will be 2nd/6th
- Each quad will have color designated play equipment
- We will rotate quads on a daily basis for cleaning and so kids don't get bored in their areas
- There will breaks between recesses for cleaning equipment

Elementary & JH/HS Breakfast and Lunch

- Breakfast and lunch will be served in the classrooms. We will use a boxed lunch model that will be taken to the classrooms on carts. Teachers will have the option to take their classes outside, weather permitting.
- EK and Full day kindergarten will eat in the lunchroom physically distanced.

Superior School District Guidelines for Reopening Schools

Mineral County Health Department Directive	Safety and Health Measures	On-site and/or Remote Learning
Phase 0 Stay at Home	<ul style="list-style-type: none"> All schools closed to public access. Food services provided remotely for all students. 	<ul style="list-style-type: none"> All instruction and learning will be remote No student or staff school-related travel No extracurricular activities
Phase I Limited Student Access	<ul style="list-style-type: none"> Student groups kept together Food services provided remotely for all students Parental involvement in health screening required prior to school entry Health screening and hand sanitizing upon entry Handwashing and germ transmission prevention pro-actively taught and frequently encouraged Frequent sanitizing of physical space and equipment Face coverings required for students and staff when in the presence of others Public access to schools limited to essential school business (deliveries, contractors) All school facilities closed to public rental 	<ul style="list-style-type: none"> Primary delivery of instruction and learning will be remote Limited and targeted one-on-one and/or small group support for academic and/or social emotional support based on individual student needs. Select curricular areas (e.g., various vocational programs) that are dependent on student involvement will be on a case-by-case basis for onsite instruction and support. Accommodations will be extended to students and staff who are required to stay home due to COVID-19 related reasons No school activities or school-related travel
Phase II Groups Size not to Exceed 50 Static Grouping Not Required	<ul style="list-style-type: none"> Student groups allowed to mix, with gatherings not to exceed 50 students Food services provided on site for all students Transportation is provided Parental involvement in health screening required prior to school entry Health screening and hand sanitizing upon entry when feasible Handwashing and germ transmission prevention pro-actively taught and frequently encouraged Frequent sanitizing of physical space and equipment Face coverings may be required depending on local and state guidelines Public access to schools limited to school-related business (deliveries, contractors, guest speakers, trainers, curriculum-related activities) 	<ul style="list-style-type: none"> Primary delivery of instruction and learning will be on site with shortened school days for elementary students. For health related reasons, families may choose remote instruction and learning but must stay in the model for a minimum of one quarter Accommodations will be extended to students and staff who are required to stay home due to COVID-19 related reasons. School-related travel resumes in compliance with limitations on crowd/group size, Extra-curricular activities resume in compliance with district activities limitations on crowd/group size, activity type, and health protocols Field trips will be allowed if they ensure that there will be no outside cohort contact and physical distancing and masks are worn. Daily schedules will be re-evaluated for the Elementary at the end of the first quarter. JH/HS will use this schedule for the entire year: <ul style="list-style-type: none"> Elementary: 8:15 am - 2:15 pm JH/HS: 8:15 am - 3:30 pm normal school hours.
Phase III No Limit on Group Size Static Grouping Not Required	<ul style="list-style-type: none"> Food services provided on site for all students Students rotate through schedules and routines as normal Parental involvement in health screening required prior to school entry Health screening and hand sanitizing upon entry when feasible Handwashing and germ transmission prevention pro-actively taught and frequently encouraged Frequent sanitizing of physical space and equipment Face coverings are at discretion of each individual Public access to schools available 	<ul style="list-style-type: none"> Primary delivery of instruction and learning will be on site Accommodations will be extended to students and staff who are required to stay home due to COVID-19 related reasons Extra-curricular activities resume per MSHA regulations Field trips allowed Student or staff school related travel allowed Mass gatherings allowed All school facilities will be open to public rental

Superior School District Safe Practices for Staff, Students, and Families

To reduce communicable disease risk, it is imperative that we follow safe infection control practices as identified by the CDC and Mineral County Health Department in order to help keep ourselves, our students, our families, and our communities healthy. We should assume that there is potential for community spread of COVID-19 in Mineral County and use every effort to reduce risk of contracting or spreading communicable illness of any kind.

BEFORE arriving on an Superior campus school site (including riding a bus to campus): Parents, students, and staff should ask themselves the following questions about anyone who will be arriving on campus:

- Is my temperature 100.0 ° F or higher?**
- Has my temperature been 100.0 ° F or higher in the past 72 hours (3 days)?**
- Do I have any symptoms of illness?**
 - These may be, but are not limited to: coughing, headache, sneezing, sore throat, runny nose, nausea, vomiting, diarrhea, dizziness, shortness of breath, chest or nasal congestion, earache, swollen glands.
- Have I had close contact or is anyone in my immediate household able to answer YES to the questions above?**
- Have I or a close contact been asked in the last 14 days to remain in quarantine for COVID-19 testing, diagnosis, or treatment?**
- Have I or immediate family members traveled to a high risk area in the last 14 days**

If you answer **YES to any of the above, please stay home** and seek healthcare provider guidance if symptoms worsen or you need treatment.

WHEN arriving onsite at Superior campus school site: Students and staff may be subject to the following procedures (as feasible)

STAFF PROCEDURES

1. **ASK THE QUESTIONS** above to all students/parents entering the building. These can be asked in advance (e.g. the morning of or the day before). Encourage only students/parents to enter the building (e.g. avoid bringing siblings, etc.). Log/document student check-ins (names/time entering building).
2. **TEMPERATURE CHECKS** - The building administrator may designate a point person to check students' temperatures before/as they enter the building. Each person's temperature must be below 100 ° F.
3. **MASKS** (face coverings) - Buildings will follow the guidelines passed down from the Governor's office and the Mineral County Health Department. Both students and staff may wear face coverings if they choose. These may include homemade or purchased masks. Masks will be provided by request.
4. **REMAND STUDENTS OF PHYSICAL/SOCIAL DISTANCING** - Maintain six feet of distance when at all possible. Consider using tape to visually represent six foot boundaries.
5. **HAVE STUDENTS WASH HANDS/SANITIZE AND REMIND OF THEM OF EXPECTATIONS**
 - **Hand Hygiene** - Wash hands with soap and water, or use hand sanitizer between tasks.
 - **Touching** - Avoid touching your eyes, nose, or mouth. (If you must touch your face, clean your hands before and after.)
 - **Gloves** - Remember that gloves are effective for one time use in order to avoid contact with potentially contaminated surfaces. It is better to wash and clean your hands before and after touching potentially contaminated surfaces than to wear gloves for an extended length of time. Clean hands before and after gloving.
 - **Cover your mouth/nose** - Use a tissue, the inside of your collar, or your elbow, and then trash the tissue, and wash your hands.
 - **Disinfect** - Always disinfect any area of use after its use.

***Additional cleaning efforts are being taken By SSD#3 to ensure proper sanitizing measures are in place. ***

Centers for Disease Control and Prevention (CDC) Guidelines

It is important to note, the [CDC Considerations for Schools](#) (Appendix D) are recommendations, not requirements.

CDC's Guiding Principles to Keep in Mind

The more people a student or staff member interacts with, and the longer that interaction, the higher the risk of COVID-19 spread. The risk of COVID-19 spread increases in school settings as follows:

- **Lowest Risk:** Students and teachers engage in virtual-only classes, activities, and events.
- **More Risk:** Small, in-person classes, activities, and events. Groups of students stay together and with the same teacher throughout/across school days and groups do not mix. Students remain at least 6 feet apart and do not share objects (e.g., hybrid virtual and in-person class structures, or staggered/rotated scheduling to accommodate smaller class sizes).
- **Highest Risk:** Full sized, in-person classes, activities, and events. Students are not spaced apart, share classroom materials or supplies, and mix between classes and activities.

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices (such as [handwashing](#), [staying home when sick](#)) and environmental [cleaning and disinfection](#) are important principles that are covered in the [CDC's guidance document](#). Fortunately, there are a number of actions school administrators can take to help lower the risk of COVID-19 exposure and spread during school sessions and activities.

Additional Resource and Guidance Documents

Governor's Plan for Reopening Safe and Healthy Schools for Montana

<https://drive.google.com/file/d/1Diulk4xOE4q209Mh5Vxfi1nao1LE3Y3T/view>

Montana Office of Public Instruction Reopening Montana Schools Guidance

<http://opi.mt.gov/Portals/182/COVID-19/Reopening%20MT%20Schools%20Guidance-Final.pdf?ver=2020-07-02-114033-897>

American Academy of Pediatrics

[COVID-19 Planning Considerations: Return to In-person Education in Schools](#)

Children's Hospital Colorado Risk-Based Approach to Reopening Schools Amid COVID-19

<https://www.childrenscolorado.org/49eee6/globalassets/community/reopening-schools-during-covid19.pdf>

School Counselors Association and National Association of School Psychologists

[School Reentry Considerations Supporting Student Social and Emotional Learning and Mental and Behavioral Health Amidst COVID-19](#)

National Federation of State High School Associations (NFHS) and Sports Medicine Advisory Committee (SMAC), May 2020

[Guidance for Opening up High School Athletics and Activities](#)

**Superior School District #3
COVID-19 Emergency Measures**

Family Onsite Instruction Opt-Out Form

A family who does not want their student to receive instruction and educational services onsite at the school may request to have instruction completed offsite and/or online by completing this form.

Students of families opting out of onsite instruction at the school facility shall receive offsite, online, and proficiency-based instruction, or any combination of the foregoing at the discretion of the School District in accordance with District Policy 1906. School District staff shall arrange for any combination of physical instructional packets, virtual or electronic based course meetings and assignments, self-directed or parent/guardian-assisted learning opportunities, and other educational efforts available to staff and students that can be relied upon for grade or credit in order to satisfy the minimum aggregate number of hours or determination of proficiency for the requesting student. Students determined to be proficient in one or more courses of the district shall be incorporated in the School District's calculation of ANB, with such ANB fraction to be converted to an hourly equivalent based on the hours of instruction ordinarily provided for the content over which the student has demonstrated proficiency.

I, _____, Parent or Guardian of, _____ a student enrolled at Superior School District #3, requests my student receive educational services and instruction at an offsite location and/or for the duration of the declared public health emergency in a manner consistent with the methods identified by the School District.

I understand my student is expected to complete all assigned work and return it to the teacher in order to receive credit toward a grade to be considered for promotion or credit and in accordance with Policy 1902, if applicable. I further understand that failure to complete work assigned may result in a determination that my student will be retained or otherwise not earn credit.

Parent Name Print

Date

Parent Signature

Current Phone Number

Current Mailing Address

Current Physical Address

Legal Reference: Section 20-1-101, MCA – Definitions
Section 20-1-301, MCA – School Fiscal Year
Section 20-9-311, MCA – Calculation of Average Number Belonging
Section 20-7-118, MCA - Off-site Provision of Educational Services
Section 20-7-1601, MCA – Transformational Learning –Legislative Intent
ARM 10.55.906(4) – High School Credit