

# STANFORD PUBLIC SCHOOLS



## SAFE SCHOOL REOPENING GUIDELINES

July 21, 2020

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PO Box 506  
Stanford, MT 59479  
[www.stanfordmtschoo.com](http://www.stanfordmtschoo.com)

## **Introduction:**

Information contained in this document is based on the work of a diverse set of community members who bring a variety of knowledge to help the school implement a plan to provide a safe return to school by our staff, students and community members. This document is intended to be guide and changes may occur rapidly based on recommendations from state and federal agencies.

This document is arranged by Option I, II, and III as determined by the local board of trustees.

This document will address the following categories of the re-opening plan.

### **Academic**

### **Physical and Structure**

### **Social, Emotional, Behavioral**

### **Business**

### **Transportation**

### **Extracurricular, Activities, Athletics**

## **Committee Members:**

**Brad Moore-Superintendent,**

**Vance Von Bergen- Activity Director, Asst to the Superintendent, Teacher**

**Craig Claver- Teacher**

**John Flamand- Teacher, Technology**

**Cathy Ridgeway- Special Ed Aide**

**Shannon Von Bergen- Paraprofessional**

**Arnie Smith- Maintenance**

**Jennifer Taylor- Judith Basin County Superintendent of Schools**

**Mike Howell- Judith Basin County DES Coordinator**

**Sherry Berg- Stanford Board of Trustees**

**Billi Jo Taylor- Stanford Board of Trustees Vice Chair**

**Option I-**

- Stanford Schools will be closed to onsite instruction and all student activities.
- Stanford School will provide remote learning opportunities.
- Stanford Schools will provide access to school meals.
- Stanford Schools will provide services (in conjunction with the Special Ed Co-op) to students with disabilities, and any other services customarily provided in a school setting.

**Option II-**

Stanford school will provide in-person instruction and remote learning opportunities after developing a Health and Safety Plan, developed in coordination with local health officials.

**Category**

**Strategy**

<b>Academic</b>	
	Students who opt out of in person instruction will be provided remote learning education. Parent must complete Form 1908F.
	Students and Staff will wear masks in accordance with district and/or state mandates. Students and staff will be provided with washable masks.
	Accommodations will be made for staff and students who are in a high risk group or caring for individuals in a high risk group. Staff may require students to wear mask while in their room.
	Teaching staff will receive professional development training in effective ways to use current technology to provide a quality remote learning environment.
	School re-opening guidelines and training will be provided to all substitute employees of the district.
	In the event of a positive COVID-19 test of a student or staff member school will be closed immediately for 24 hours and the district will work with the county health officials to determine the course of action and length of closure/quarantine.
	School Re-Opening committee will work with trustees and teacher union in the event that the current school schedule/calendar has to be modified due to closure or loss of hours caused by the pandemic.
	Volunteers and non-essential visitors will be required to follow mask guidelines set forth by the district.
	Students and parents will be asked to monitor for COVID-19 symptoms and potential exposure. If a student exhibits symptoms or has been exposed, then they must stay home from school and seek medical attention. If a student exhibits symptoms they will be isolated until a parent can be notified to pick the student up
	Elementary students and high school students will wear masks during class change, moving in the hallways and in the lunch line. Masks are not mandatory in the classroom where proper social distancing can be practiced.

<b>Physical and Structural</b>	
	Campus will be closed to all students leaving at lunch time.
	Student desks will be spaced as far apart as room allows. Classes with tables will be replaced with desks to allow for social distancing as much as possible. Seating Charts are encouraged to assist in contact tracing when needed.
	Library and gym will be cleaned between groups.
	Recesses will be staggered and equipment will be cleaned between groups.
	Staggered schedule to move between classes.
	Lunch/breakfast schedules will be staggered to allow for proper social distancing in the lunchroom during meals. Will allow time for cleaning between groups.
	All components of the breakfast and lunch program will be served by qualified personnel to individuals. Grab and go and salad bar, self-serve options will be eliminated.
	Masks will be provided for people present or visiting the building.
	Office staff will continually wipe down all high touch areas in the office area.
	Thermometers will be provided to all teachers, aides, and office staff for screening of students, as necessary.
	"Sick bay" room will be created as a place for sick students to be placed while awaiting pick up by parents.
	Bulk milk for the breakfast/lunch program will be replaced by individual milk cartons.
	Disinfectant wipes will be present in all rooms for staff to utilize as necessary.
	Mist sprayers will be used to disinfect larger areas on a regular basis, i.e., playground equipment, lockers, gym, shop etc.
	Office will be locked, and plexiglass will be placed on the counter to limit exposure by visitors.
	Signage will be placed throughout the school to continue to educate students, staff, and community about safe protocols in regard to COVID-19.
	Nonessential visitors, volunteers, and activities involving other groups at the same time will need to receive approval from the administration before having activities. Weight room and gym will be to all visitors as long as school is open to in person or remote learning for students. Permission must be received from the Athletic Director or Superintendent for use of facilities by outside groups.
<b>Social, Emotional and Behavioral</b>	
	Resources will be provided to staff, parents, and students to help them deal with trauma associated with COVID-19 events.
	Staff will report to administration students who may be experiencing trauma due to the circumstances related to the COVID-19 pandemic so proper resources can be provided to the teacher and/or parent.
<b>Business</b>	

	1900 Series policies will be reviewed and updated to meet the needs of the district as changes occur.
	School Officials will work with appropriate persons to ensure that technology status and operational needs are adequate to meet the needs for the students and staff and to be able to conduct business as needed.
	School will work with Judith Basin County DES to access PPE as needed by the district.
	District will hire a COVID-19 Custodian to help meet the needs of cleaning during the instructional day and/or activities.
	District will pursue the possibility of hiring a part time nurse to assist with student and staff health due to the COVID-19 pandemic
	School officials will work with teacher's union in the event that change in working conditions or other requirements are placed on teachers due to the pandemic.
<b>Transportation</b>	
	Bus drivers will clean buses thoroughly between each route.
	Students will be assigned seating and only one student per seat where possible.
	Route drivers will drop off students at staggered times to avoid any overcrowding at the entrance. Non bus students will be assigned separate entrance doors based on last name. Students will be encouraged to not show up early to avoid congregating in the halls
	DGS Co-op bus will practice proper distancing as practical as driver will clean and disinfect bus between trips. (May include E-Bus, Suburban, Mini-Van)
	E-Bus Routes will space students as practical given the limited seating capacity, masks will be provided and recommended for all riders of the E Bus, and drivers will thoroughly clean and disinfect between routes.
<b>Extra-Curricular, Activities, and Athletics</b>	
	Concessions will provide only prepackaged items and all concessions will be served through the window by properly trained personnel. Grab and Go concept will be eliminated.
	Concessions serving area will have a plexiglass barrier for serving.
	Students who opt out of on-site education (1908F Policy) will not be allowed to participate in any extra-curricular activities or travel with school groups.
	Proper distancing as practical will be applied on all bus activity and sports trips with the DGS co-op.
	Attendees to athletic events will be required to adhere to CMHD & MHSAA guidelines. Spectators are encouraged to watch events via the school streaming network as all home events will be broadcast. School will provide hand sanitizing stations, masks if needed, signage and announcements at the event for spectators to practice proper social distancing.
	School Assemblies and other large gathering activities will be evaluated as they occur and determine if they are practical given the current state of the pandemic at the time.

### Option III

School districts will provide in-person instruction only after developing a Health and Safety Plan, developed in coordination with local health officials

**NOTE:** It is recommended that parents and community members continue to monitor the school webpage at [www.stanfordmtschoo.com](http://www.stanfordmtschoo.com) for changes to this plan as they occur and other important announcements.

### Other Resources:

CDC Considerations for Schools <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

CDC Cleaning and Disinfecting <https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html>

CDC Print Resources <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>

CDC Youth and Summer Camps <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

CDC Face Coverings <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

CDC Handwashing Information <https://www.cdc.gov/handwashing/index.html>

CDC Social Distancing <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>

National Federation of High School Sports Associations [https://www.nfhs.org/media/3812287/2020-nfhs-guidance-for-opening-up-high-school-athletics-and-activities-nfhs-smac-may-15\\_2020-final.pdf](https://www.nfhs.org/media/3812287/2020-nfhs-guidance-for-opening-up-high-school-athletics-and-activities-nfhs-smac-may-15_2020-final.pdf)

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

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

Governor's Plan for Reopening Safe and Healthy Schools for Montana.  
<https://covid19.mt.gov/Portals/223/Documents/Education%20Final.pdf?ver=2020-07-02-123418-013>

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

Operational Strategy for K-12 Schools through Phased Mitigation  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html>

Plan approved by the Central Montana Health District on July 10, 2020 via email with recommendations.

**Stanford Board of Trustees:**

Approved: July 21, 2020

Reviewed: 8/25/2020, 9/22/2020, 10/13/2020, 2/16/2021, 6/15/2021, 9/21/2021, 12/14/2021, 3/15/2022,  
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