

2023-2024 Red Lodge School District Reopening Plan



The mission of the Red Lodge Public Schools is to support and challenge all students to reach their maximum potential through a rigorous curriculum in a safe, nurturing, and orderly environment. We are committed to building positive relationships between students, staff, administration, and community in order to provide effective student achievement through high expectations and frequent assessment!

2023-2024 Red Lodge School District Reopening Plan

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Other Resources/Links

1. [Centers for Disease Control - Importance of Reopening Schools](#)
2. [Centers for Disease Control - Considerations for Reopening Schools](#)
3. [American Academy for Pediatrics - Recommendations for Reopening Schools](#)

2023-2024 Red Lodge School District Reopening Plan



Dear Red Lodge School District Families,

We hope that everyone has had a safe, enjoyable, and relaxing summer vacation. The Red Lodge School Board and administration have developed a plan to safely reopen this upcoming school year. We will continue to collaborate with Carbon County Health while operating our school system with our normal five-day in person learning schedule. With that said, the school district will not provide a remote learning option unless students/staff are in quarantine as a result of a positive case or close contact. Students and staff will have the option to wear face coverings as we believe personal choice is the best option for our students and staff.

We understand the nature of our current situation and the importance of safely providing educational services for all students while also mitigating risk to both our students and staff. We have targeted a variety of scenarios ranging from distance learning to full on-campus instruction. Each scenario is designed around the dynamic situation of COVID-19 in our community and state.

We appreciate your patience and understanding as we navigate through this school year. This is a process that in many instances will change frequently based on the latest guidance we receive from our state/federal agencies and health departments. If you have any questions, please feel free to contact me at your convenience.

Sincerely,

John Fitzgerald
Superintendent – Red Lodge School District #1
(406) 446-2110

2023-2024 Red Lodge School District Reopening Plan

Overview

The Red Lodge School District is committed to providing a safe learning environment for our students, staff, and community. We are consulting with the Carbon County Health Department, staying in line with recommendations from the Office of Public Instruction Task Force, and implementing strategies to mitigate the potential risk of COVID-19 in our school district. These measures are being taken to address the possibility of COVID-19 in our school system and preventing further spread when a positive case has been identified. We appreciate your patience and flexibility as we navigate through these tumultuous times. Listed below are the three levels of Montana's phased reopening plan and four scenarios recommended by the [Montana Office of Public Instruction](#) for reopening Red Lodge Schools. We have aligned our plan for educational delivery, mental health/wellness, and safety based on these recommendations.

State of Montana School Closure Declaration – OPI Scenario 1

- Distance Learning Model Implemented
- Implement Summer Food Program

State of Montana Phase 1 or Based on Local Infection Rates – OPI Scenario 2

- Modified Blended Learning Model
- All staff and students (Grades K-12) will be required to wear a face mask or face covering to prevent the potential spread of COVID-19.
 - Face masks/shields/coverings will be provided to those who do not have them.
 - Necessary accommodations will be made to assist individuals who are unable to wear a mask for medical reasons.

State of Montana Phase 2 or Based on Local Infection Rates – OPI Scenario 3

- Blended Learning Model Expanded to Increase On-Campus Instruction
- Classroom sizes will range from 10-25 students depending on number of students in each grade level
- Limited to Groups of 50
 - This pertains to assemblies, lunch/breakfast, meetings, and recess, among others.
- All staff and students (Grades K-12) will be required to wear a face mask or face covering to prevent the potential spread of COVID-19.
 - Face masks/shields/coverings will be provided to those who do not have them.
 - Necessary accommodations will be made to assist individuals who are unable to wear a mask for medical reasons.

State of Montana Phase 3 or Based on Local Infection Rates – OPI Scenario 4

- Full On-Campus instruction
- No limit on group size
- Face masks/shields/coverings are recommended but not required

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Educational Delivery Plan

Red Lodge School District Scenario 1 – Distance Learning – (5 days/week of remote learning)

- Under an emergency declaration and a state order to close schools, we will implement our distance learning model.

Red Lodge School District Scenario 2 – Modified On-Campus/Distance Learning

- **Kindergarten – 3rd Grade (5 days/week on campus learning)**
 - These grades will attend daily but each section will be split evenly and sections would only attend part of the day. There would be 3-4 sections of each grade.
- **4th – 8th Grade (2 days/week of on campus learning & 2 days/week w/remote learning-Alternate Fri. on Campus)**
 - These grades will attend every other day with half the grade attending each day. This will allow for 6-12 students per classroom.
 - Students at home will have access to support from staff daily. These support times will vary based on teacher/paraprofessional prep times.
- **9th- 12th Grade (2 days/week of on campus learning & 2 days/week w/remote learning-Alternate. Fri. on Campus)**
 - Roughly half the student body will attend classes daily based on either grade level or class offerings.
 - Students at home will have access to support from staff daily. These support times will vary based on teacher/paraprofessional prep times.
- **All Schools - Remote learning for families w/immunocompromised conditions/Opt. Out**
 - Face masks/Face coverings will be required for staff and students.
 - Campus Closed for lunch

Red Lodge School District Scenario 3 – Modified On-Campus Learning

- **Kindergarten - 8th Grade**
 - Classes will be considered cohorts and travel together when leaving the classroom.
 - Hallway times will be staggered to prevent large groups.
 - Lunch will be delivered to classrooms.
- **9th- 12th Grade**
 - Between class times will be staggered to prevent large groups.
 - Each grade will sit in an area of the school for lunch that will allow for social distancing.
- **All Schools (5 days/week of on campus learning) - Remote learning for families w/immunocompromised cond./Opt Out**
 - Face masks/Face coverings will be required for staff and students.
 - Campus closed for lunch
 - Classroom sizes will range from 10-25 students depending on number of students in each grade level
 - Limit of 50 individuals to a group

Red Lodge School District Scenario 4 – Full On-Campus Learning

- This will resemble a normal school day. (5 days/week)
- Face masks/Face coverings for all students and staff will be recommended but not required.
- High School - Open Campus for lunch

All Scenarios

- We will make every effort to plan for social distancing by alternating class period transitions, recesses, lunch, and adjusting classroom spacing and other ways as needed.
- Each student will be provided with his/her technology device (iPad/Chromebook) for the 2021-2022 school year.
- We will work with and provide accommodations for students/staff with potential immunocompromised conditions including but not limited to distance learning.
- Outdoor learning classroom environment is highly recommended when possible
- Individual school plans will fall under the district's plan and each area will be addressed more specifically.

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Safety Mitigation Plan - Only required for use in Scenario 1-3

- [Enhanced Physical Features](#)
 - New Cleaning equipment
 - Plexiglas shields for secretaries - Only required for use in Scenario 1-3
 - Social distancing signage
 - Strategically placed hand washing/sanitation stations
- Parent and Staff/Substitute Responsibility
 - Staff should not come to school or parents should not send their child(ren) to school if there is suspicion of COVID-19 symptoms or exposure as listed below:
 - Cough, shortness of breath/difficulty in breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell, gastrointestinal distress
 - Knowingly have been in contact with someone who has tested positive for COVID-19
 - All new students will be screened and asked if they are currently in quarantine
- Staff/Coach/Substitute Responsibilities
 - All staff/substitutes will be required to complete a COVID-19 safety training prior to school beginning
 - MSGIA will provide a COVID-19 safety training during in-service in August 2021.
 - All coaches will be required to complete a COVID-19 safety training prior to school beginning
 - All coaches are required to complete the NFHS COVID-19 safety training prior to the beginning of each season.
 - Clean/Sanitize frequently touched surfaces
 - Provide hand washing education and implementation
 - Establish other classroom hygiene procedures
- Breakfast/Lunch
 - Breakfast and lunches will be delivered to homeroom by school staff
- [Custodial/Maintenance Staff Responsibilities](#)
- [School and Activity Transportation](#)
 - Parents are responsible for checking student(s) symptoms and temperature prior to leaving their house
 - Students and driver will be required to wear a mask on all district buses
 - Drivers will have a protective plastic barrier surrounding the driving cab
 - Students will be assigned seats and cannot change seats on the bus
 - Buses will be sanitized daily by drivers
 - An additional route will be ran to physically distance students on buses
- Extra-curricular, Co-Curricular, Club, Community & Facility Use Events
 - Utilizing Board Policy 1903F, all efforts will be made to mitigate the potential spread of COVID-19 during extracurricular events.
 - [2021 Montana High School Association \(MHS\) Tiered Reopening Plan](#)
- Face Mask/Shield/Covering Policy
 - Carbon County Health has recommended that masks be required to safely reopen schools
 - This policy reduces the chance of spread in the school; therefore, resulting in fewer positive cases and less disruption of educational delivery.
 - The district will provide one (1) mask or face covering for each student/staff
 - Students/Staff should have multiple masks for hygienic purposes
- Carbon County Health has provided [guidelines/procedures](#) for handling students/staff who have been diagnosed with or exposed to COVID-19.
 - Students/Staff who exhibit symptoms will be sent home.
 - Carbon County Health will inform individuals who have been sent home when they can safely return to school.

2023-2024 Red Lodge School District Reopening Plan

Student/Staff Mental Health/Wellness Plan

The Red Lodge School District believes that student and staff health and well-being is paramount in a successful educational environment. We are committed to ensuring an atmosphere conducive to promoting positive health, mental health, and nutrition.

Daily Morning Mental Health Moments

- Kindergarten – 5th Grade
 - Classroom Teacher
- 6th Grade – 12th Grade
 - Google Meets with different presenters each day

Utilize Current Mental Health Curriculum

- Kindergarten – 5th Grade
 - Second Step
- 6th Grade – 12th Grade
 - Resilient Rams Project
 - Power Up/Speak Out

Staff Mental Health Checks

- Establish a Buddy System
- Set up an Informal Team Activity
 - Walking Groups, Exercise, Weight room, etc.

Implement Mental Health Surveys

- Frequency and Content – Still developing...
- Check in with “At-Risk” Welfare Checks

Utilize Community Health Professionals

- Establish a network of community health professionals

Nutrition

- Meals will be made available for all families on a daily basis in all Phases/Scenarios
- Kindergarten - 8th Grade
 - Weekend backpack program will resume
- 9th Grade - 12th Grade
 - Harvest Hope School Pantry will resume

Additional Personnel

- We have hire and additional counselor that will be shared in grades 6-12. The middle school counselor will cover grades K-5.

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District Meeting Protocols - Only used in Scenarios 1-3

In-Person Meetings

- Masks are required for any in-person meeting
 - OPI Scenarios 1-3
- Maintain social distancing
 - OPI Scenarios 1-3

School Board Meetings

- The School Board will meet in person during all phases except under a state closure declaration
 - Public attendance will be limited to in person meetings except under scenarios 1-3
 - Face Masks/Coverings are recommended

School Staff Meetings - Only used in Scenarios 1-3

- It is preferable that all meetings take place remotely
 - District Level Meetings
 - Meetings will take place via Google Meet
 - Building Level Meetings
 - Meetings will take place via Google Meet
 - Central Leadership Team
 - Meetings will take place via Google Meet
 - Parent Meetings
 - Meetings will take place via Google Meet
- Staff meetings can be held in person during state level phase 2

Parent/Teacher Conferences

- Conferences will be held in person unless we are in Scenario 1-3.

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Custodial/Maintenance Plan

We have acquired additional cleaning and disinfection equipment. We will implement a training program more focused on disinfection. We will install barriers to protect staff with higher exposure to staff and students. We will develop a response plan for disinfecting areas with possible or confirmed Covid-19 cases of staff or students. We will assess spaces and remove/replace difficult to clean items that pose a higher risk of infection.

Equipment

We have multiple Victory Electrostatic Handheld and one (1) cordless backpack fogging disinfection devices to be able to quickly disinfect large and hard to clean areas. These allow us to work quicker with more even coverage using less solution than typical methods. Our EPA-approved disinfectant solution will be Green Klean Chlorinated Disinfecting Tablets that will not leave a residue and requires only 1-minute contact time at certain parts per million (PPM). We are also in the process of ordering a no touch cleaning system(s) such as a Kaivac, which protects our janitorial staff by limiting their exposure in the cleaning process. This will allow us to be more efficient and effective in a shorter period of time. We will have hand sanitizer dispensers at every entry to our buildings and strategically placed throughout to help in hand hygiene. Cleaning/disinfecting supply kits will be made available to allow any of our staff to disinfect in a timely manner.

Training

We will implement increased training using guidance from the Centers for Disease Control (CDC), Carbon County Health Department, Montana School Groups Insurance Association (MSGIA), and our vendors to train our staff on best practices for battling Covid-19. We will continue training and education so our staff is equipped with the most up to date knowledge and skills in use of equipment, chemicals, and personal protective equipment (PPE) for properly disinfecting our schools. We will develop a cleaning schedule for all areas that takes priority and involves daily disinfection of highly touched surfaces in addition to our routine cleaning.

Barriers - Only used in Scenarios 1-3

We will install Plexiglas barriers around secretaries, kitchen staff and any other staff with high exposure to close contact with staff, students and parents. We are also building pod barriers for student desks/tables.

Response Plan

Students or staff exhibiting symptoms of COVID and/or others as identified by county health will be sent home and will only return to school when advised by the Carbon County Health Department. The health department's assistance will aid the district in mitigating potential spread.

The district will identify locations in the school that have been exposed and close them off for a period of time as recommended by the CDC. Staff may shut off shared ventilation if applicable, suit up staff with proper personal protective equipment (PPE) to enter the exposed area(s) and perform a deep clean and disinfect all surfaces.

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Protecting Vulnerable Populations

The CDC considers the following individuals to be at high risk for severe illness due to COVID-19: Are 65 years and older, have underlying medical conditions, particularly if not well-controlled including:

- Chronic lung disease or moderate to severe asthma
- Serious heart conditions
- Compromised immune system
- Severe obesity (body mass index of 40 or higher)
- Diabetes
- Chronic kidney disease undergoing dialysis
- Liver disease
- Hemoglobin disorder

A 504 plan may be created for any student who is considered to be in the vulnerable population. This may require alternative learning arrangements for that student when the school is operating in scenarios 2 and 3.

We will evaluate all current 504 plans for accommodating students with special health care needs and update as needed to decrease their risk for exposure to COVID-19. This may require alternative learning arrangements for that student when the school is operating in Scenarios 2 and 3.

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Mountain View Elementary

2023-2024 Reopening Plan

Mountain View Elementary reopening plans will parallel the Red Lodge School District #1 Reopening Plan with specific adjustments for students and staff in grades K-5.

Red Lodge School District Scenario 1 – Distance Learning – State Closure Declaration

- Implement Summer Food Program
- Under an emergency declaration and a state order to close schools, we will implement our distance learning model.

Mountain View Elementary Distance Learning Model

- This model is based on our homeroom structure where each homeroom teacher will establish 100% two-way communication with all families via each student’s established Google email account set up by the school.
- All homeroom teachers will have their distance learning plan on their staff website located under the “Staff” tab on our school website: <https://mt15000219.schoolwires.net/domain/38> These plans will include:
 - Learning links to planned delivery methods (Google Meets, Seesaw, Google Classroom, IXL.com, online texts, physical materials, etc.)
 - Details regarding date and time for distributing and collecting physical materials
 - Established due dates - minimum of weekly for accountability.
 - Grading plan and communication of grading (weekly)
 - Enrichment links
 - Teacher Contact times and methods assisting students.
- Additional time and support for Title I and Special Education students have been established.
 - The Title I Coordinator and two paraprofessionals will establish communications with a breakdown of our Title I students. These staff members will establish communication times with students and will monitor teachers’ websites for information regarding support.
 - Grades 1 and 2 – Paraprofessional 1
 - Grades 4 and 5 – Paraprofessional 2
 - Grades 3 and 8 – Title I Coordinator
 - K-4 Special Education Teacher will establish communication with all members of her caseload and prepare accommodations in conjunction with teachers’ plans. A paraprofessional will be assigned to assist.
 - 5th-8th grade Special Education Teacher will establish communication with her 5th grade caseload along with a communication system and schedule with teachers and paraprofessional assistance
 - Distribution of physical materials will be through class labeled bins located outside the Mountain View main office entryway.
 - Collection of physical materials/assignments by teachers will be done through scanned images or photos sent via text or email. If approved by health officials, physical materials/assignments may be collected in labeled bins outside of the school if a potential required timeline of quarantine of materials/assignments is not too prohibitive.
 - All K-5 students will be graded according to the grading scales listed on the Mountain View Elementary School website.

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Red Lodge School District Scenario 2 – Modified Blended Learning

- Modified Blended Learning Model Implemented
- All staff and students (Grades 4-12) will be required to wear a mask and/or face shield to prevent the potential spread of COVID-19.
- Students (Grades K-3) will be required to wear a face shield to prevent the potential spread of COVID-19.
 - Face Masks/Shields/Coverings will be provided to those who do not have them
 - Necessary accommodations will be made to assist individuals who are unable to wear a mask for medical reasons
- All Schools - Closed Campus for lunch

Mountain View Elementary Modified Blended Learning Model

Grades K-2 (3)

- Will attend school daily from 9:00 – 3:00 in small evenly split groups who are to remain together as pods.
- We will work with and provide accommodations for students with potential immunocompromised conditions.
- Each student will be provided with his/her own technology device to be used during school and as assigned by the teacher out of school.

Grades (3) 4 & 5

- Will also be assigned to groups/pods based on division of their homeroom classes into “A” group and “B” Group by an alphabetic split. Groups will attend school physically in every other day format Monday through Thursday with Group A attending school on Mondays and Wednesday and Group B attending on Tuesdays and Thursdays.
 - On opposite days when groups/pods are not at school, they will be assigned independent work or practice work based on the lessons they receive while at school.
 - Students at home will have access to paraeducators or teaching staff for any questions.
 - Each student will be provided with his/her own technology device.
 - We will work with and provide accommodations for students with potential immunocompromised conditions.
 - Fridays at school will be reserved for remediation and/or MTSS (Multi-Tiered Systems of Support program) as assigned to students by 4th & 5th grade teachers.
 - Efforts will be made to keep siblings in other grade levels (4-12) attending school on the same days as their 4th or 5th grade siblings.

Entry & Exit

- All K-5 Students will enter the school at the beginning of the day and after most recesses at the area assigned to their homeroom.
 - Playgrounds are closed to play before and after school.
 - Before school, playgrounds are to be used only for lining up to go to school.
 - After school, students must not linger in groups. Students need to maintain social distancing of 6 feet as they wait for rides, walk home, or line up for the bus (see the Red Lodge District plan for transportation requirements).

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Prior to entry to the school

- All students will have their temperatures checked at their assigned entry door. Students with temperatures of 100 degrees Fahrenheit or greater will be escorted on an outside path to the office area and parents will be contacted with recommendations and/or requirements related to the student returning. Students in this situation will be isolated in the office sick room until parents can pick them up.
- All students will also be asked a series of health-related questions prior to entry.
- Staff should not come to school or parents should not send their child(ren) to school if there is suspicion of any COVID-19 symptoms listed below:
 - Cough, shortness of breath/difficulty in breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell, gastrointestinal distress
 - Knowingly have been in contact with someone who has tested positive for COVID-19
 - Parents and visitors are limited to entering at the office area only.
 - Students and staff are required to go to the homeroom assigned hand washing area after entry to the school and after each reentry to their classroom setting.

Breakfast/Lunch

- Breakfast and lunches will be delivered to homeroom groups by school staff
- Students may bring lunches from home
- Trading of food items is prohibited

Recesses

- Will be attended by each group/pod
- All equipment will be assigned to each group/pod (balls, jump ropes, etc.)
- All equipment items are to be cleaned after each session.

Specialists Classes

- Health enhancement, technology, music, etc. will be taught in the group pod area most of the time.

Teaching Staff/Substitute Sanitation Responsibilities

- Clean/Sanitize frequently touched surfaces prior to student entry and reentry to the classroom throughout the day.
- Provide hand washing education and implementation – wash for at least 20 seconds with soap and water
- Establish other classroom hygiene procedures – cover a cough or sneeze with a tissue or cough/sneeze into your elbow area, avoid touching your own eyes, nose, and mouth.

Spacing

- All students' and staff desks are to be placed six feet apart
- Students and staff will make every effort to maintain social distancing in class, at recess, and at lunch
- Locker/cubby areas are to separate personal items and assignment of these areas need to be as far apart as possible.

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Red Lodge School District Scenario 3 – Blended Learning

- Blended Learning Model Expanded to Increase On-Campus Instruction
- Limited to Groups of 50
 - This pertains to assemblies, lunch/breakfast, meetings, and recess, among others.
- All staff and students will be required to wear a mask to prevent the potential spread of COVID-19.
 - Face masks/shields/coverings will be provided to those who do not have them.
 - Necessary accommodations will be made to assist individuals who are unable to wear a mask for medical reasons.

Mountain View Elementary (Non-Modified) Blended Learning Model

Grades K-3

- Will attend school daily from 8:15 – 3:25 with their homeroom whole class.
- We will work with and provide accommodations for students with potential immunocompromised conditions.
- Each student will be provided with his/her own technology device to be used during school and as assigned by the teacher out of school.
- Homeroom groups will remain together throughout the day.

Grades 4 & 5

- Will attend school daily from 8:05 – 3:33 with their homeroom whole class.
- We will work with and provide accommodations for students with potential immunocompromised conditions.
- Each student will be provided with his/her own technology device to be used during school and as assigned by the teacher out of school.
- Homeroom groups will remain together throughout the day.

Entry & Exit

- All K-5 Students will enter the school at the beginning of the day and after most recesses at the area assigned to their homeroom.
- Playgrounds are closed to play before and after school.
 - Before school, playgrounds are to be used only for lining up to go to school.
 - After school, students must not linger in groups. Students need to maintain social distancing of 6 feet as they wait for rides, walk home, or line up for the bus (see the Red Lodge District plan for transportation requirements).

Prior to entry to the school

- All students will have their temperatures checked at their assigned entry door. Students with temperatures of 100 degrees Fahrenheit or greater will be escorted on an outside path to the office area and parents will be contacted with recommendations and/or requirements related to the student returning. Students in this situation will be isolated in the office sick room until parents can pick them up. **No Longer recommended in this scenario by County Health/CDC.**
- All students will also be asked a series of health-related questions prior to entry.
- Staff should not come to school or parents should not send their child(ren) to school if there is suspicion of any COVID-19 symptoms listed below:
- Cough, shortness of breath/difficulty in breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell, gastrointestinal distress, or knowingly have been in contact with someone who has tested positive for COVID-19
- Parents and visitors are limited to entering at the office area only.
- Students and staff are required to go to the homeroom assigned hand washing area after entry to the school and after each reentry to their classroom setting.

Breakfast/Lunch

- Breakfast and lunches will be delivered to homeroom groups by school staff
- Students may bring lunches from home
- Trading of food items is prohibited

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Recesses

- Attended by each homeroom as assigned.
- Students are to maintain as much social distancing as possible without touching.
- All equipment will be assigned to each homeroom (balls, jump ropes, etc.)
- All equipment items are to be cleaned after each session.
- Playground apparatus will be cleaned by playground personnel after each session.

Specialists classes

- Health enhancement, technology, music, etc. will be taught at their normal times with specialists visiting students in their homerooms and/or in the specialists' classroom setting (i.e. Health Enhancement outside on the field).
- Specialist teachers will clean all equipment used and common surfaces in between each session

Teaching Staff/Substitute Sanitation Responsibilities

- Clean/Sanitize frequently touched surfaces prior to student entry and reentry to the classroom throughout the day.
- Provide hand washing education and implementation – wash for at least 20 seconds with soap and water
- Establish other classroom hygiene procedures – cover a cough or sneeze with a tissue or cough/sneeze into your elbow area, avoid touching your own eyes, nose, and mouth.

Spacing

- All students' and staff desks are to be placed as far apart as possible in their homeroom classroom, in specials, at recess and at lunch.
- Locker/cubby areas are to separate personal items and assignment of these areas need to be as far apart as possible. Loitering in these areas is to be discouraged.

Red Lodge School District Scenario 4 – Full On-Campus Delivery

- Full On-Campus instruction
- Option of remote learning for immunocompromised students and staff
- No limit on group size
- Face coverings for all students and staff encouraged but not required
- K-5 Lunch in the cafeteria

2023-2024 Reopening Plan

Introduction

While COVID-19 has brought unprecedented challenges to schools across the country, Roosevelt Middle School is committed to creating processes, systems, scenarios, and a daily environment that best promotes the safety of our staff and students. As we work together as a community and school, we ask that each stake-holder do their part to help meet the guidelines laid out in the overall Red Lodge School District #1 Reopening plan.

In addition to meeting the guidelines of the Red Lodge School District #1 Reopening Plan, the following information outlines specific day to day operations and procedures that will take place at Roosevelt Middle School as they pertain to *safety, wellness, and educational opportunity* for our staff and students.

Red Lodge School District/RMS Learning Model Scenarios

Scenario 1 - Distance Learning - State Closure Declaration

Under an emergency declaration and a state order to close schools, we will implement distance learning for all students as follows:

- All classes for students will take place online and students will work from home.
- RMS Teaching staff will utilize the Google Classroom platform for instruction and content purposes.
- Google Meets will be used for student/teacher interaction to help with classroom content and instruction, HOUSE, and other socially interactive opportunities.
- The Roosevelt Middle School Learning HUB (*online site accessible by students and parents*) as well as RMS student email/parent email will be the primary sources for communication.
 - The RMS Learning HUB will provide weekly video updates and important information for staff, students, and parents.
 - Email will be used for group and 1 on 1 communication.
- Distance Learning for RMS students will also offer the following:
 - Title 1 support for qualified students
 - Special Education/IEP services and accommodations
 - Weekly wellness check-ins from school staff to include: *HOUSE Leaders, School Counselor, Principal, Staff etc.*
- Summer Food/Lunch program will be implemented

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Scenario 2 – Modified Blended Learning

If the Red Lodge School District operates in scenario 2, *Modified Blended Learning*, the following format and operational guidelines/procedures will be implemented at Roosevelt Middle School:

Educational setting and format during a modified blended learning model:

- Classes will be in session on site at Roosevelt Middle School daily with one half of the student body in attendance on site at Roosevelt Middle School and one-half of the student body working on lessons/content from home. This will allow for:
 - 9-12 students in each classroom section on-site at Roosevelt Middle School.
 - social distancing norms of 3 feet or more to be maintained in each classroom and or/learning space at Roosevelt Middle School.
- Students will attend school two days a week and work at home independently on assigned classroom content two days a week.
- Each grade level will be split into two groups (8A/8B, 7A/7B, 6A/6C)
 - 8A, 7A, and 6A will attend on-site school Monday and Wednesday, and work at home independently Tuesday and Thursday on assigned lessons/content.
 - 8B, 7B, and 6B will attend on-site school Tuesday and Thursday, and work at home independently Monday and Wednesday on assigned lessons/content.
- Friday schedule for RMS students will be flexible utilizing one of the following 3 options:
 - 1.) Designated for additional help and support for those students who are falling behind on course-work and have been identified as needing additional academic support. Students attending school on Friday will meet on-site at Roosevelt Middle School.
 - 2.) Designated by grade level. (Example: Bring in the entire 6th, 7th, or 8th grade class)
 - 3.) Designated for staff professional development and planning specific to education during the COVID-19 pandemic
 - **Note:** A schedule for these Friday's will be set several weeks in advance and communicated to staff, students, and parents.
- Students will be provided with his/her own technology device to help assist in completing their assigned work.
- Face Coverings/Masks/Face Shields:
 - All staff and students will be required to wear a face covering, mask, and/or face shield to prevent the potential spread of COVID-19.
 - Students will be asked to bring/provide their own face covering, mask, and/or face shield.
 - Masks/Shields will be provided to those who do not have them.
 - Necessary accommodations will be made to assist individuals who are unable to wear a face covering, mask, and/or face shield for medical reasons.

Monitoring Illness:

Ongoing self-monitoring and screening for symptoms throughout the school day can help quickly identify signs of illness that will help reduce exposure. All RMS staff and students will be encouraged to self-monitor for symptoms of COVID-19 and illness throughout the day. Staff or students who develop symptoms during the regular school day should notify the office immediately.

Students should say home if:

- They have tested positive for or are showing COVID-19 symptoms. They may resume attendance when they meet the district guidelines for return.
 - Symptoms of COVID-19 include:
 - Cough, shortness of breath/difficulty breathing, fever, chills, muscle pain, sore throat or a new loss of taste or smell, or gastrointestinal distress.

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- They have recently had close contact with a person with COVID-19. They may resume attendance when they meet district guidelines for return.
- If a student arrives ill they will go through symptom screening. The school will use a screening method from the CDC:
 - <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#ScreenChildren>
- RMS will use a digital thermometer to do all temperature checks and will establish an action plan for students who enter the building and do not pass screening.

Daily procedures and guidelines during a modified blended learning model:

- The school day will begin at 8:05 AM each day during the modified blended learning model.
- We are asking that RMS students do not arrive on campus before 7:55 AM each day.
- The RMS playground (*South side of the building*) will not be open for use before and/or after school.
- Students will enter through the main entrance of Roosevelt Middle School at 8:00 AM.
- Parents and visitors will be limited to entering at the office area only.
- Staff and/or students should not come to school if there suspicion of any COVID-19 symptoms listed below:
 - Cough, shortness of breath/difficulty in breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell, gastrointestinal distress, or knowingly have been in contact with someone who has tested positive for COVID-19
 - Students and staff are required to go to the homeroom assigned hand washing area after entry to the school and after each reentry to their classroom setting.
- Temperature checks and a variety of COVID-19 health related questions will be given to students daily as they enter the school building. - **Only required in Scenario 2**

Sanitization Safety Procedures:

- The main entrance to RMS will have a white board promoting proper health etiquette expectations and reminders for people entering the building.
- Healthy hygiene habits will be taught and established and utilized throughout the building and school day.
- Hand Sanitizer stations will be available throughout the building. Students/staff will be expected to sanitize upon entrance and exit of the school building as well as frequently throughout the day as students/staff transition and move throughout the building and classrooms.
- Frequently touched surfaces in the building will be sanitized throughout the day.
- RMS staff will make every effort to reinforce hand washing during essential times such: *arrival and dismissal; before, during, and after preparing and/or eating food; after the use of the restroom; after blowing one's nose, coughing, sneezing etc.; after touching objects with bare hands that have been handled by other people*
- Custodial staff will frequently check and fill necessary supplies.

Classroom Cleaning and Materials:

- Each classroom will have a cart that will be utilized for hand and classroom sanitizing throughout the school day. If hand sanitizer is causing discomfort to students, they will be allowed to go to the restroom to use soap and water.
- All classroom desks, door handles, and student contact areas will be wiped down and sanitized at the end of each class period in preparation for new student groups/classes transitioning into the classroom.
- All computers and chrome books will be wiped down after every use by spraying disinfectant onto a cloth and then wiping down the machine. Disinfectant should not be sprayed onto the machine as it will cause damage.

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Spacing:

- During a modified blending learning model, students will be placed at a minimum 3 feet apart.
- During a modified blending learning model students and staff will remain at a minimum 3 feet apart in class, at recess, and at lunch.
- Transitions between classes will be staggered so as to avoid large groups of students in the halls at one time.

Breakfast/Lunch:

- Breakfast and lunches will be delivered to classrooms and/or designated spaces within the building where proper spacing and distancing can be maintained
- Accurate lunch counts will need to be gathered each day as food will be pre-packed and delivered to students and designated areas/classroom each day. Students who have special food accommodations will go to the cafeteria to retrieve their lunch.
- Students may bring lunches from home.
- Students will have access to microwaves as needed to heat packed lunches.
- Packed lunches need to be kept in student lockers and/or book bags.

Lunch Recess:

- Lunch recess will be split into three groups of less than 25 students each.
- All equipment items will be sanitized after each session.
- Students will maintain a minimum of 3 feet of spacing while at recess during a modified blended learning model.
- Closed Campus for lunch - *(all district-wide schools are closed campus during a modified blended learning model)*

Lockers and Locker Room Facilities:

- Each RMS student will be assigned a locker for the 2020-2021 school year.
- Lockers will be used at a minimum and used to store lunches, school supplies, etc.
- To limit the amount of social gathering and use of materials/equipment RMS students will not have access to Physical Education lockers for the 2020-2021 school year.
- Special accommodations will be made for students with disabilities.

Hallway Travel and Office Space:

- Transitions between classes will be staggered so as to avoid large groups of students in the halls at one time.
- As students transition throughout the middle school building they will be expected to stay on the right hand side of the hallway and avoid grouping together. Markers/signage will be displayed and RMS staff will reinforce this expectation daily.
- The RMS office will have a plexiglass covering and markers will be placed on the floor to ensure proper social distancing for those who need to speak/interact with office personnel.

Guests and Visitors:

- Guests and visitors will not be allowed in the school building. They will be allowed to enter the front entrance and interact with front office personnel/staff.
- Visitors needing to see staff and/or administration may, with a face covering, use front office space such as the principal's office, counselor's office and RMS commons.
- All IEP and 504 meetings will be held via Google Meet and/or Go To Meeting.

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Mental Health and Wellness:

Roosevelt Middle School staff will monitor students and colleagues for signs of anxiety, stress and other wellness matters.

These signs may include:

- Feeling irritation, anger, denial.
- Feeling uncertain, nervous and/or anxious.
- Lacking motivation and/or having trouble concentrating.
- Feeling tired, overwhelmed, or burned out.
- Feeling sad or depressed.
- Having trouble sleeping.

Roosevelt Middle School staff will also be aware of common work/school related factors that add to stress during a pandemic. These may include:

- Concern of being exposed to COVID-19 at school.
- Taking care of personal and family needs while at school.
- Managing a different workload.
- Lack of access to the tools and equipment needed to perform your job or be a successful student.
- Feelings that you are not contributing enough at school or home.
- Uncertainty about the future of the school year.
- Learning new communication skills and dealing with technical difficulties.
- Adapting to a different workspace and/or schedule.

Roosevelt Middle School will do the following to help address stress and other wellness issues, and to build resilience and overall health and wellness amongst staff and students:

Students:

- Incorporate a brief daily wellness moment that is presented to students. This responsibility will be shared throughout the Roosevelt Staff and utilize the best resources possible.
- Establish (*via the counselor, health teacher, and available resources*) mindfulness techniques and make these available to the students.
- Conduct periodic wellness surveys to identify concerns and then work together to find solutions to help address identified concerns.
- Utilize the RMS HOUSE system to discuss concerns as well as engage in activities that are helpful for overall student wellness.

Staff:

- Establish a buddy system to do daily check-ins with each other.
- Conduct periodic wellness surveys to identify stressors and then work together to identify solutions.
- Periodic practice of mindfulness techniques during PIR days and other available times during the school day.

Red Lodge School District Scenario 3 – Blended Learning

If the Red Lodge School District operates in scenario 3, *Blended Learning*, the following format and operational guidelines/procedures will be implemented at Roosevelt Middle School:

- Blended Learning Model Expanded to Increase On-Campus Instruction
- Limited to Groups of 50
 - This pertains to assemblies, lunch/breakfast, meetings, and recess, among others.
- All staff and students will be required to wear a mask to prevent the potential spread of COVID-19.
 - Face masks/shields/coverings will be provided to those who do not have them.
 - Necessary accommodations will be made to assist individuals who are unable to wear a mask for medical reasons.

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Scenario 3 - Blended Learning Model will have the same procedural operations as Scenario 2 except for the following:

- While in Scenario 3, Blended Learning Model, all students will be in the building daily so class sizes will range between 18 and 24 students.
- Group activities and sizes will not exceed 50 students.

**** Please see Scenario 2 - Blended Modified Learning Model for a detailed list of daily procedures and guidelines that will be implemented under Scenario 3 - Blended Learning Model. ****

Scenario 4 – Full On-Campus Delivery

If the Red Lodge School District operates in scenario 4, *Full On-Campus Delivery*, the following format and operational guidelines/procedures will be implemented at Roosevelt Middle School:

- Full On-Campus instruction.
- Option of remote learning for immunocompromised students and staff.
- No limit on group size.
- Face coverings for all students and staff encouraged but not required.
- Resume regular Lunch in the cafeteria.

2023-2024 Red Lodge School District Reopening Plan

Red Lodge High School

2023-2024 Reopening Plan

Introduction

The spring of 2020 brought about unprecedented changes to our society and our educational system. As we look forward to the 2020-21 school year we anticipate that COVID-19 will continue to circulate throughout the state of Montana. We also realize that education is a critical component of our community and has a tremendous impact on the health, well-being, growth and development of our students. Red Lodge High School is asking that all stakeholders display the same traits we ask from our students year in and year out; show extreme grit, be understanding and display the ability to adapt to whatever circumstance is thrown at you. This document will act as a compass for day to day operations in terms of safety, wellness and mental health for staff and students at Red Lodge High School.

Montana Phases and OPI Scenarios

Red Lodge School District Scenario 1

Distance Learning - Under an emergency declaration and a state order to close schools, we will implement distant learning.

- All classes will be done online.
- Teaching staff will use google classroom as its platform.
- Teaching staff will have weekly google meets with students.
- RLHS email will be used as the main communication platform with students and parents.
- RLHS website and blog will have valuable and up-to-date information pertaining to all functions of Red Lodge High School.
- Accommodations will be provided to students with an IEP and 504 plans.
- The Summer Food program will be implemented.

Red Lodge School District Scenario 2

Modified blended learning:

- All vulnerable individuals will be asked to adhere to stay home guidance.
- Classes will be in session daily and students will be split into two groups (Gold Team and Blue Team). Roughly half the student body will be in attendance each day.
 - Tuesday and Thursday the Gold Team will attend in person at RLHS.
 - Wednesday and Friday the Blue Team will attend in person at RLHS.
 - Monday the Blue Team and Gold Team will alternate every other week for in person learning at RLHS.
- Students will be provided with his/her own technology device.
- Regular school schedules will be provided to students who are on campus.
- Option of remote learning for students who are immune compromised.
- Students who are off campus will be provided with material to enrich their learning.
- Closed campus for school lunch.

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Red Lodge School District Scenario 3

Blended learning with an increase to full on campus school delivery. This will resemble a more normal school day with all students on campus daily.

- Full on campus school delivery.
- We will avoid gathering in groups of 50 people that do not readily allow for appropriate physical distancing.
- Gathering will be reduced by placing classes of students in designated areas before school, during lunch and snack break.
- Regular school schedules will be provided to all students.
- Option of remote learning for students who are immune compromised.
- Closed campus for school lunch.

Red Lodge School District Scenario 4

Full On-Campus Delivery.

- Full on campus school delivery.
- Option of remote learning for students who are immune compromised.
- No limit on group sizing.
- Open campus for school lunch.

Regulations for Red Lodge School District Scenarios 2 & 3

The RLHS re-opening plan will not cover OPI scenario 1 as it is off campus distance learning nor will it cover scenario 4 which would reflect traditional school practices.

It is important to understand that we are anticipating that multiple scenarios may occur when school resumes in 2020-2021 or may occur throughout the school year.

Face Coverings

Face coverings will be required to be worn by all staff and students at RLHS. This will include while in transportation vehicles, inside the school building and whenever on school grounds.

Face coverings are meant to protect other people in case the wearer does not know they are infected. During school lunch and snack break students will have a designated area that will allow for 6 feet of social distancing so that students may remove their face covering.

Face coverings will not be expected to be worn by the following individuals:

- Anyone who has a breathing disorder. Medical documentation will need to be provided to the office.
- Anyone who is incapacitated or otherwise unable to remove the face covering without assistance.
- Anyone who cannot tolerate a face covering due to developmental, medical or behavioral health needs. Medical documentation will need to be provided to the office.

In some cases a face shield may need to replace a mask. This must be approved by the administration.

We will teach and reinforce the use of face coverings for students as much as possible throughout the school day. Wearing a face covering is important when students and staff cannot maintain 6 feet of distance between each other. RLHS will be able to provide staff and students with a face covering if they don't have their own.

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Protecting Vulnerable Populations

The CDC considers the following individuals to be at high risk for severe illness due to COVID-19: Are 65 years and older, have underlying medical conditions, particularly if not well-controlled including:

- Chronic lung disease or moderate to severe asthma
- Serious heart conditions
- Compromised immune system
- Severe obesity (body mass index of 40 or higher)
- Diabetes
- Chronic kidney disease undergoing dialysis
- Liver disease
- Hemoglobin disorder

A 504 plan may be created for any student who is considered to be in the vulnerable population. This may require alternative learning arrangements for that student when the school is operating in scenarios 2 and 3.

We will evaluate all current 504 plans for accommodating students with special health care needs and update as needed to decrease their risk for exposure to COVID-19. This may require alternative learning arrangements for that student when the school is operating in scenarios 2 and 3.

RLHS is currently investigating an online learning format that would fit the needs of a student who is considered to be in the vulnerable population. We want to keep all of our students on track for graduation and give them every opportunity to remain an enrolled student in our district.

Monitoring Illness

Daily screening for symptoms and ongoing self-monitoring throughout the school day can help to quickly identify signs of illness and help reduce exposure. Staff and students will be checked for symptoms each morning and encouraged to self-monitor symptoms throughout the day. Staff or students who develop symptoms during the school day must notify the office immediately. - **Screening will only take place in Scenario 2**

Staff and students should stay home if:

- They have tested positive for or are showing COVID-19 symptoms. They may resume attendance when they meet the district guidelines for return. Symptoms of COVID-19 include:
 - Cough, shortness of breath/difficulty in breathing, fever, chills, muscle pain, sore throat or new loss of taste or smell, gastrointestinal distress.
- They have recently had close contact with a person with COVID-19. They may resume attendance when they meet the district guidelines for return.
- If a student arrives ill they will go through symptom screening. The school will use a screening method from the CDC: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#ScreenChildren>

RLHS will use a digital thermometer to do all temperature checks and will establish an action plan for students who enter the building and do not pass screening.

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Hygiene Practices

In scenarios 2 and 3 best practices for hygiene should be considered at all times. RLHS will work rigorously to ensure that happens before, during and after the school day.

- Hand Sanitizer stations will be located at all entrances and exits of RLHS. Students will be expected to sanitize upon entering and exiting the building.
- The main entrance to RLHS will have a white board promoting health etiquette expectations and friendly reminders to people entering the building. Our goal will be to build healthy hygiene habits while in attendance at RLHS.
- Each classroom will have a caddy particularly used for hand sanitizing and classroom cleaning. Staff and students will be expected to sanitize upon entering and exiting a classroom. If hand sanitizer is causing discomfort to the hands students will be allowed to go to the restroom to use soap and water.
- The staff at RLHS will make every effort to reinforce handwashing during key times such as: arrival and dismissal; before, during and after preparing or eating food; after using the restroom; after blowing one's nose, coughing or sneezing; after touching objects with bare hands that have been handled by other people.
- RLHS custodial staff will frequently check and refill supplies at the point of use.

Classroom Cleaning and Materials Handling

- Each classroom will have a caddy particularly used for hand sanitizing and classroom cleaning.
- Staff will wipe down and disinfect all student contact areas at the end of each class period in preparation for new students transitioning into the classroom.
- All computers and chrome books will be wiped down after every use by spraying disinfectant onto a cloth and then wiping down the machine. Disinfectant should not be sprayed onto the machine as it will cause damage.

Lockers and Locker Room Facilities

- To limit the amount of social gathering and material handling RLHS students will not have access to Physical Education lockers for the 2020-2021 school year.
- Each student will have a book bag locker but will be encouraged to transition with their book bag. Bags are to be stored neatly under their desk in order to prevent hazardous conditions for others.
- Special accommodations will be made for students with disabilities.

School Lunch and Snack Break

In scenarios 2 and 3 students will have the opportunity to remove face masks during lunch and snack break. Without facemasks it will be a priority to ensure physical distancing therefore each class of students will have a designated location that they report to eat lunch. RLHS will utilize the school commons, both sides of the gym mezzanine, bleachers and classrooms to accommodate the physical distance needed to remove face coverings.

- An accurate lunch count will be needed as lunches will be delivered from the cafeteria to the students designated areas.
- Lunches will be pre-packed. Students who need special lunch accommodations will go to the cafeteria to retrieve their lunch.
- All areas will have access to microwaves to heat packed lunches.
- Packed lunches will need to be carried in your book bag or placed in a designated area.

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Bell Schedule, Hallway Travel and Office Space

RLHS will use a staggered bell schedule in scenario's 2 and 3. Hallway travel needs to be similar to traveling on the roadway in a vehicle. Students will be expected to stay on the right hand side of the hallway while traveling and avoid grouping together. Markers will be displayed and staff will reinforce this expectation daily.

The office will have a plexiglass covering and markers will be placed on the floor to ensure physical distancing for those who need to speak to office personnel.

Guests and Visitors

Guests and visitors will not be allowed in the school building when operating in scenario's 2 and 3. Visitors needing to see staff or administration may, with a face covering, use the main office meeting room, principals office or the counselors office to conduct a meeting.

- All IEP and 504 meetings will be held via google meet.

Campus Regulations

- Scenario 2 and 3 will require a closed campus during operating hours.
- Scenario 4 will have an open campus during operating hours but may move to a closed campus as needed.

Special Education & Title Assistance

Students with special education accommodations and Title assistance will have access to a teacher or paraeducators everyday during school hours. We will consistently monitor this population of our students.

- In all scenarios, we will provide all support services during the school year.
- In all scenarios 1 on 1 support will be provided as it is needed for students.
- If we are in scenario 2, an " At Risk" team will monitor students with accommodations and provide extra support as needed.

Mental Health and Wellness

RLHS staff will monitor the student body and their colleagues for signs of stress. These signs may include:

- Feeling irritation, anger, or in denial.
- Feeling uncertain, nervous or anxious.
- Lacking motivation.
- Feeling tired, overwhelmed, or burned out.
- Feeling sad or depressed.
- Having trouble sleeping.
- Having trouble concentrating.

RLHS staff will also be aware of the common work/school related factors that add to stress during a pandemic. These may include:

- Concern of being exposed to COVID-19 at school.
- Taking care of personal and family needs while at school.
- Managing a different workload.
- Lack of access to the tools and equipment needed to perform your job or be a successful student.
- Feelings that you are not contributing enough at school or at home.

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- Uncertainty about the future of the school year.
- Learning new communication skills and dealing with technical difficulties.
- Adapting to a different work space and/or schedule.

RLHS will follow these guidelines to help build resilience and manage school stress for staff:

- Establish a buddy system to do daily check-ins with each other.
- Conduct periodic wellness surveys to identify stressors. Work together to identify solutions.
- Periodic practice of mindfulness techniques during PIR days.

RLHS will follow these guidelines to build resilience and manage school stress for students:

- Establish a schedule for Resilient Ram mindfulness techniques and make videos available to the students.
- Conduct periodic wellness surveys to identify stressors. Work with students to identify solutions.
- Provide periodic homeroom opportunities for students to talk about concerns with staff members and use that time to educate students about how to protect themselves and others from COVID-19.
- Utilize local resources to educate students and allow them to ask questions.

Apex Learning

Students who elect not to return for on campus instruction for the 2020-2021 school year or are immune compromised and cannot return for on campus instruction for the 2020-2021 school year will have the opportunity to sign up for APEX Online Learning. The curriculum offered through APEX is similar to the traditional curriculum offered at RLHS. The program offers core classes in Science, Math, English and Social Studies along with electives designed to keep students on pace to graduate. When electing to pursue this option students will remain enrolled as a student at RLHS and be eligible to participate in sports/activities for the 2020-2021 school year. All fees for the program will be paid for by the Red Lodge School District. Students who have an active IEP or 504 will have accommodations provided by Red Lodge Public Schools.

Student Internships and Classroom Aides

Student internships will continue during the 2020-2021 school year. Students will be required to follow the same guidelines as attending school which includes; masks, social distancing when possible and following all sanitary procedures. Students will need to report to their internship site from school and return to school immediately as it is applicable to their schedule. An evaluation will be done by the internship coordinators and the internship host to make sure that procedures are in place and being followed. If students are removed from an internship or are not following protocol they will lose credit for the internship and be removed from the site for the remainder of the semester.

Classroom aide positions at Mountain View Elementary and Roosevelt Middle School will not be in place for the 2020-2021 school year. Students who would like to be a classroom aide for an RLHS staff member will be evaluated on an individual basis.

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Red Lodge School District Screening Procedures:

Monitoring Illness

Ongoing self-monitoring and screening for symptoms throughout the school day can help quickly identify signs of illness that will help reduce exposure. All staff and students will be encouraged to self-monitor for symptoms of COVID-19 and illness throughout the day. Staff or students who develop symptoms during the regular school day should notify the office immediately. **Only required in Scenario 2**

IMPORTANT

Students/Staff should say home if:

- They have tested positive for or are showing COVID-19 symptoms. They may resume attendance when they meet the district guidelines for return.
 - Symptoms of COVID-19 include:
 - Cough, shortness of breath/difficulty breathing, fever, chills, muscle pain, sore throat or a new loss of taste or smell, or gastrointestinal distress.
- They have recently had close contact with a person with COVID-19. They may resume attendance when they meet district guidelines for return.
- If a student arrives ill they will go through symptom screening in a designated area away from other students and staff. School employees who are screening potentially symptomatic students will wear appropriate personal protective equipment (PPE) and follow procedures as outlined by the link below:
 - <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#ScreenChildren>
- All schools will use a digital thermometer to do all temperature checks and will establish an action plan for students who enter the building and do not pass screening.

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Bus Transportation Guidelines

Red Lodge School District Scenarios 2-4

- We will run normal morning and afternoon routes.
- An additional route will be run to physically distance students on buses.
- Parents are responsible for checking student(s) symptoms and temperature prior to leaving their house.
 - Students should not be sent to school if they are exhibiting COVID-19 symptoms.
- Students and drivers will be required to wear a mask/face covering on all district buses.
- Drivers will have a protective plastic barrier surrounding the driving cab.
- Students will be assigned seats and cannot change seats on the bus.
 - Seating charts will be created for each bus used for school routes.
 - Seating charts will be created for each bus used for sports/activities.
- Students seating continuum based on the number of students on buses:
 - Sit in every other seat
 - Sit one to a seat
 - Sit two to a seat
 - Limit riders or run an additional bus
- Buses will be sanitized daily by drivers.

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Carbon County Health Department Plan

CCHD Guidelines/Procedures

Close Contact Definition

Any individual who was within 6 feet of an infected person for at least 15 min. starting from 2 days before illness onset (or, for asymptomatic positive persons, 2 days prior to positive specimen collection) until the time the contact is isolated. Wearing a mask by the infected person or contact does NOT change the status of close contact.

Staff and Student w/Symptoms

What if a student or school staff member exhibits symptoms of COVID-19?

- They should avoid school and get tested for an active COVID-19 infection. See below for further guidance.

What are symptoms of COVID-19?

- The symptoms include:
- Fever (100.4° Fahrenheit or higher), chills, or shaking, chills
- Cough (not due to other known cause, such as chronic cough)
- Difficulty breathing or shortness of breath
- New loss of taste or smell
- Sore throat
- Headache when in combination with other symptoms
- Muscle aches or body aches
- Nausea, vomiting, or diarrhea
- Fatigue, when in combination with other symptoms
- Nasal congestion or runny nose (not due to other known causes, such as allergies) when in combination with other symptoms

Where can a child/staff get tested?

- Call your local health clinic or Carbon County Public Health for testing options

When can they return to school?

- A student/staff is tested, and the results come back negative for COVID-19.
- The student/staff can return to school if they are without fever for 24 hrs (without the aid of fever reducing medicines) and symptoms are mild and improving.

What if a student/staff tests positive?

- Remain home. Notify the school of the results. The school will assure that public health is informed and the contact tracing process will begin. Per the CDC, "Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days since symptoms began and until at least 24 hours have passed with no fever and improvement of symptoms."

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What if the child/staff is symptomatic but cannot acquire or refuses testing?

- If short of breath or other severe symptoms contact your health provider. To return to school, 10 days need to elapse from when symptoms started and 24 hours have passed without fever (and no fever reducing meds) and symptoms need to improve. The sick individual should self-isolate.

What action will occur if a student exhibits symptoms on the school bus?

- Education officials emphasize that families are “the most important first line of defense for monitoring symptoms.” Students are expected to stay home if they exhibit symptoms of COVID-19.
- Bus drivers and monitors will be trained to watch for possible symptomatic students. If a student shows symptoms of being sick while getting on the bus, they should not be allowed to board and their caregiver should take them home. That protocol assumes a parent or guardian is waiting at the bus stop with the student.
- If a student exhibits symptoms on the bus, they must keep their mask on and distance from other students. The bus driver will contact the school regarding the possibly symptomatic child.
- Upon arrival, a school designee will evaluate the student. If they exhibit symptoms, they will be placed in the designated medical waiting room until he/she can be picked up by his/her parent or guardian.

What if a student is symptomatic at school?

- A School COVID designee will be notified and they will be placed in the designated medical waiting room to be picked up by their parent or guardian. Evaluation and testing protocol should be followed.

What if a staffer is symptomatic at school?

- They must notify the school’s COVID designee, leave school then follow evaluation and testing protocol

What if a family member or another person my child was in close contact with tested positive?

- Public Health should be contacted. If the child was at home when their parent or guardian learned of the possible exposure, they should be kept at home and be tested as soon as possible after their most recent exposure to the person if advised.
- If they are at school when the possible exposure is learned of, notify school designee who will alert public health. The student should adhere to strict physical distancing, and wear a mask at all times. At the end of the day, they should go home by private car avoiding the bus.
- Public Health will direct further testing and advice on quarantine. Presently, all confirmed close contacts need 14 days quarantine after exposure regardless of test results.

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How will a school respond to a student or staff member testing positive for COVID-19?

Kindergarten-5th Grade

- With guidance from public health, the school will close off areas visited by the positive student or staff so they can be cleaned and disinfected prior to reopening. If the student or staffer traveled on the school bus, it must be disinfected as well.
- For younger students in pods or not leaving one classroom, communication will be sent to other families in the student's class to notify them of a positive test without naming the person. Those who may have gotten within six feet of the student are staffer will be urged to self-quarantine and get tested as soon as possible after their last exposure to the person. If they choose not to get tested, they must remain home for 14 days.

Middle/High School

- As students in middle/upper grades may shift between classrooms more, the school will contact staffers and families of students in classes throughout the student's scheduled day.
- Students/staff who were within six feet of the individual in class or on the school bus will be urged to self-quarantine and get tested as soon as possible after their last exposure to the person. If they choose not to get tested, they must remain home for 14 days. Public Health will assist the school on testing and quarantine of these possible contacts.

Multiple students and/or staff members test positive. Will the school close?

- If there is more than one confirmed COVID-19 case (students or staff) in the school at one time, or if there is a series of single cases in a short time span, school leaders and the superintendent should work with the local county health officials to determine if it is likely that there is transmission happening in school. When there is in-school transmission beyond a single classroom or cohort, school officials may close part of the school or the entire school for several days for an extensive cleaning - likely one to three days - or close the school fully or partially for two weeks to allow for a school-wide quarantine period.
- If multiple cases are present in multiple schools, district officials must consult with the local county health officials in determining if there will be a district-wide closure for several days or weeks. If a school decides to close, it will immediately transition to remote learning.

My community is seeing a growing number of COVID-19 cases. Will the schools close?

- In the case of a significant municipal outbreak, as determined by the local county health officials or DPHHS, the superintendent and school leaders must consult with the local county health officials to determine whether it is appropriate to close a specific school, schools, or an entire district.

**Please note that details in this policy may change per further guidance from CDC and Montana DPHHS.

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Public/Family Notification Guidelines

The Family Educational Rights and Privacy Act, the law addressing student information, generally requires that a student provide written consent prior to any disclosure from the student's education record. Board Policy 1905 preserves this confidentiality by stating it, "in no way limits or adjusts the School District's obligations to honor staff and student privacy rights. All applicable district policies and handbook provision governing the confidentiality of student and staff medical information remain in full effect."

However, one of the exceptions to FERPA, as outlined in Board Policy 3600P, states that in the event of a health or safety emergency, "The District may release student records or information in connection with an emergency, without parental consent, if the knowledge of such information is necessary to protect the health or safety of the student or other persons." 34 CFR § 99.36, the regulation Policy 3600 is based upon states, "If the educational agency or institution determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals." This means that a partial disclosure of information that does not identify the student may be made to the public while a full disclosure may be made to health officials. When any type of disclosure is made by the school, the parents should be notified of the disclosure and the legal basis upon which it is being made.

Staff members are not covered by FERPA, but a school district still has an obligation to protect employee health information. The Health Insurance Portability and Accountability Act is a law that most are familiar with and it gives some guidance on the situation. The HIPAA Privacy Rule does not always apply to an elementary or secondary school because the school either: (1) is not a HIPAA covered entity or (2) is a HIPAA covered entity but maintains health information only on students in records that are by definition "education records" under FERPA and, therefore, is not subject to the HIPAA Privacy Rule. Nonetheless, school leaders should not release private information that they come into contact with during school operations.

In order to comply with confidentiality standards in FERPA, HIPAA, and state law, the best course of action when providing information about a positive test result in the school district is to inform the public without identifying specific individuals. This means the school district may disclose to the public that a person in the school is subject to quarantine or has a positive test result if the disclosure is completed in a way that does not identify the student or staff member. This type of disclosure is specifically authorized under FERPA and HIPAA. Further, the public should not be able to deduce the identity of the student or staff member who has tested positive through other factors. This disclosure can come in response to a direct question but also through a notification to the public through signs and public statements. The framework for a public announcement is included below. It can be adjusted and otherwise used as needed by school leaders in coordination with health officials.

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A large part of preparing for the possibility of a positive test in the school will be coordinating with public health officials. While a district can follow the practices noted above about public information, health officials will be the ones notifying those that may have been in contact with the individual who has tested positive. Due to the nature of the emergency, the school district can coordinate fully with health officials through the disclosure of needed information about students. School leaders should rely on this legal authority to establish an open line of communications, now, with county health officials prior to the start of school to coordinate shared responsibilities. Topics of discussion should include:

- Establishing how public communications will be coordinated and distributed jointly with the school district and public health officials
- Establishing an understanding about what schools can expect to learn from county health officials in the event a student, staff or visitor tests positive
- Establish an understanding about what schools can expect to learn from county health officials if a student, staff or visitor has been in direct contact with a positive case
- Establishing how contact tracing within the school community will be completed and what information can and will be shared with families and the public
- Establishing shared protocols and follow up by school and county health officials if a student, staff or visitor lives with or is in close contact with a positive individual outside the school community
- Establishing a training completed by school leaders and health officials for parents and staff to watch and learn about what they can expect in the event of a positive test based on discussions completed between the district and county.

Framework for Announcement about Positive Test

If any staff or students are at risk of exposure, the Carbon County Health Department will be in contact with that person to determine a safe and appropriate course of action. It is still recommended that any person who feels sick or ill, seek out their medical provider for specific instructions. The School District is in contact with the Health Department and reviewing the Centers for Disease Control guidance to complete cleaning the school and other related facilities. The other steps taken by the School District include _____. Contact the Superintendent for details about these measures. School officials will continue to monitor the situation and will provide further information if and when it becomes available.

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Mitigation Efforts

Face Coverings



New Signage



Hydrostatic, No Touch Cleaning Equipment, & Increased Sanitation Stations



Hydrostatic Cleaning Gun

CR2 No Touch

Sanitizer Station

Sanitizer Pump

Splash Shields, No Touch Bottle Filling Stations, & Student Desk/Table Dividers (In Progress)



Splash Shields



New Touchless Bottle Stations (9)



Desk Dividers

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Fall Activities/Spectator's Plan

The Red Lodge School District is committed to providing a safe environment for our athletes, coaches, event workers and spectators. We are consulting with the Carbon County Health Department and implementing strategies to mitigate the potential risk of COVID-19 at our school activities. These measures are being taken to address the possibility of COVID-19 in our school system and preventing further spread. We appreciate your patience and flexibility as we navigate through these tumultuous times.

Scenario 1

- Only Participants, Coaches, and Event Staff will be allowed at the contest
- Parents and Fans are encouraged to tune into the NFHS network and watch the activity online

Scenario 2 - Has been approved by County Health and the Red Lodge School Board

- Red Lodge High School will give every athlete 4 tickets to home activities
- Parents/Guardians of the opposing school will be allowed into the activity-names for these Parents/Guardians must be sent to the High School Activities Director 24 hours prior to the game being played.
- Masks are required for all spectators and it is recommended that they sit as a family in a pod practicing social distancing from other spectators
- Family members that are health compromised, over the age of 65, or are exhibiting Covid-19 related symptoms are asked to stay home but encouraged to watch the activity online

Scenario 3

- All spectators will be allowed for in-district residents.
- Visiting Schools will be allowed 4 spectator passes per player. Names for tickets and player associated with will need to be sent to High School Activities Director 24 hours prior to tickets being distributed
- Family members that are health compromised, over the age of 65, or are exhibiting Covid-19 related symptoms are asked to stay home but encouraged to watch the activity online.

Scenario 4

- No Restrictions