



BPS Scenario 2: Blended Learning

Proposal for 2nd semester 2020/2021

Blended Learning Proposal

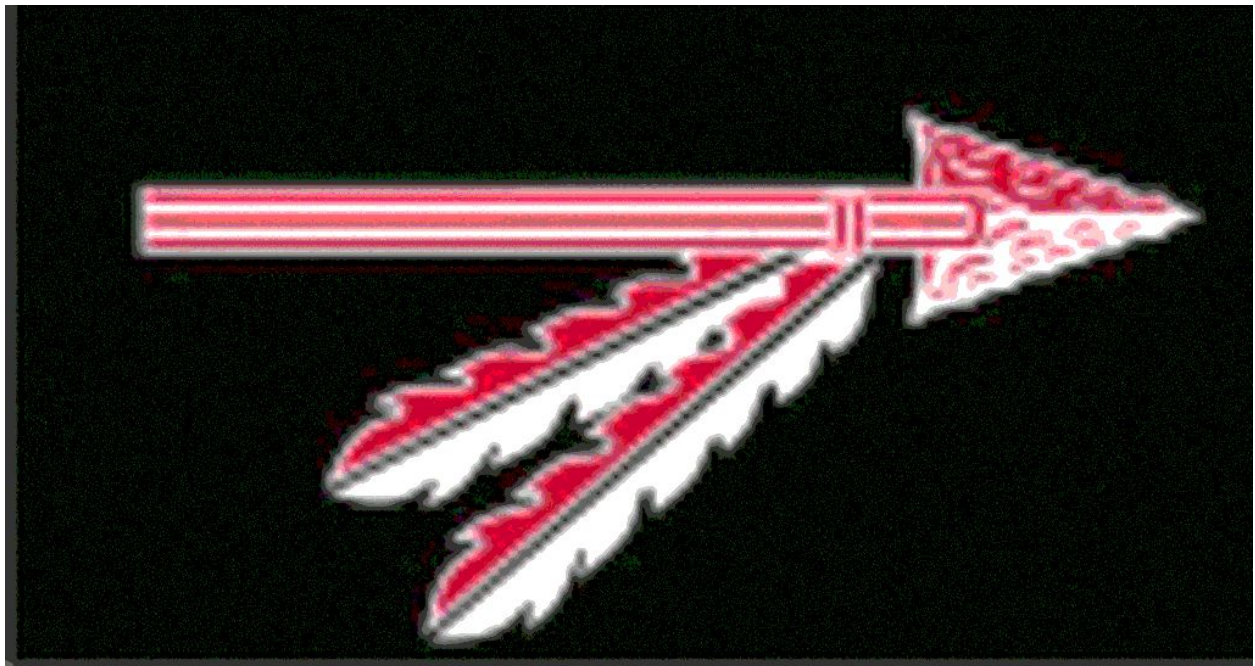
2/24/2020: Board Meeting

Introduction

BPS Administration is proposing a transition to Scenario 2: Blended Learning. **This proposed transition would begin March 18, 2021 at the beginning of the 4th quarter of the 20-21 school year.** Each campus has developed a site specific plan that aligns and compliments the overall BPS Reopening Plan. This document contains the site specific plans with the overall scenario district plan being contained in the separate BPS Reopening Spreadsheet and Doc.

COVID Plans

Each campus also has contained a site specific plan COVID plan that also aligns and compliments the overall district pandemic plan. These covid plans are integrated within the site specific Scenario 2: Blended Learning plans.



KW/Vina Elementary School Re-entry & Recovery After a Pandemic Event

The three progressive phases are the following:

- a) Scenario 2: Limiting the number of students present in school building.
- b) Scenario 3: Full capacity but limiting number of activities to allow for continued social distancing.
- c) Return to Normal: Full capacity and full operations.

In all scenarios all staff are encouraged to monitor for re-emergence of COVID-19 symptoms and with school administration in contact with the local health department for continued updates on community re-emergence indicators.

At ALL Levels students, staff, and visitors will have their temperatures taken prior to entering the school building:

******At all Phases a complete School Closure will be implemented based upon Blackfoot Tribal Ordinances, BPS Board of Trustees, State of Montana, and the OPI.**

Each Day:

District Level:

*****Browning Public Schools District Level plan will be followed.**

School Level:

*****KW/Vina staff will monitor the temperature of students, staff, and visitors at the entrance of the school building each day to ensure the health of students, staff, visitors, and families.**

Scenario 2: Limiting the number of students present in the school building.

Academic Programming

- Parents/guardians are offered continued distance learning or blended learning model
- Blended Learning Model-Limit the number of students in the building by:
 - Monday/Tuesday Cohort 1:** Limit class sizes to at least half capacity PreK, K, and 1
 - Wednesday/Thursday Cohort 2:** Limit class sizes to at least half capacity PreK, K, and 1
 - Friday Cohort 1 & 2:** No School, Deep Cleaning of Building, PD/Staff Meetings/Distance Learning Packet
- On-Campus Instructional Days: (2-days/week)
 - Students participate in full school day schedule of Core program instruction including intervention block and specials classes in the homeroom classroom.
- Distance Learning Days: (3 days/week)
 - Students participate in remote instruction utilizing the SeeSaw digital platform.
 - Activities will be provided that reinforce on-campus instruction
- No Family Engagement Activities, No Fundraisers, No Field Trips, Alternate Plan for Parent-Teacher Conferences
- No Walk to Specials Class, No Walk to Intervention (All interventionists will go to each classroom)

- Meals will be served in the classroom
- No Visitors in the Building
- Social-distancing protocols and staggering for breakfast, lunch, hallways, recess, and bus transition
- Regular schedule of temperature taking, handwashing, social-distancing protocols for students & staff
- Increase family outreach, distance engagement, and wrap-around services
- Individualized attendance plans for students whose families who choose not to attend school
- Individualized staff employment plan for high-risk or have family members who are high risk
- Implement MTSS to support academics and social-emotional/behavior supports for ALL students and individualized support for some students.

Physical & Structural Environment

- Prepare classrooms by wiping down surfaces with disinfecting cleaners.
- Prepare an isolation area within the school building, supply an isolation area with personal protective equipment.
- Provide hand sanitizer, gloves, masks, face shields, thermometers, etc. for every classroom/teacher
- Divide student tables with plexiglass dividers in every classroom.
- Portable air filtering systems will be provided for every room.
- Playgrounds will be utilized with a class assignment schedule each day.
- Utilize student distance spacing strategies to decrease contact with students, who may be infected, but not exhibiting symptoms, until school returns to normal operations.
- Inspect all buildings, facilities, air filtering equipment, materials, etc. and determine status and needs for operations.
- Expand school cleaning routines by maintenance/custodial staff.
 - Disinfect all work areas, counters, restrooms, doorknobs, and stair railings several times daily; use other staff to assist. Clean all hallways, common areas, and the outside of lockers daily to a level of sanitation prescribed by the CDC.
 - Air conditioning system filters should be cleaned and changed.
 - The school should be thoroughly ventilated and cleaned: opening all doors and windows or turning the air conditioning/heating systems up.

Needs at the District Level:

***Procedures at the District level should be in place to ensure the cleaning and sanitizing of buses after student use and ensure social-distancing.

Physical Health

- Recommend school nurses or designated staff compile daily health reports for the Command Team.
- Implement temperature checks and/or symptom screening each day
- Implement student and staff temperature screenings for students before they enter the school and/or upon entry onto buses. If transportation drivers conduct temperature screenings, ensure emergency communication contact numbers are available to reach parents or guardians.
- Recommend [CDC Practice good hygiene guidance posters](#) (hand washing, cover while sneezing/coughing, social distancing) be visible in classrooms and common areas.
- Handwashing will be scheduled in regular intervals

- Require anyone (student and staff) with COVID-19 symptoms to stay home.
- Consider the use of face coverings for all students and staff.

Social Distancing Options:

- All classrooms will be at half capacity PreK, K, and 1
- Students will alternate Monday/Tuesday Cohort 1 and Thursday/Friday Cohort 2. Deep cleaning of the facility will occur on Wednesday.
- Separate student desks as much as possible. If possible, rearrange classrooms to allow for 3 feet or 6 feet of distancing between desks or students sitting at tables.
- Prohibit congregation in hall ways and lunchrooms; if possible, stagger class changes to avoid large groups of students in the hallway; stagger dismissal for the same reason; cancel gym class, choir or other school activities that place individuals in close proximity or modify to allow social distancing.
- Keep students in the same groups or classroom, with teachers rotating when practical.
- Prevent any non-school staff, including parents, from entering school buildings.

Resources:

[New York Department of Health- Interim Cleaning and Disinfection Guidance for Primary and Secondary Schools for COVID-19](#)

[U.S. Environmental Protection Agency: List N: Disinfectants for Use Against SARS-CoV-2](#)

Scenario 3: Full capacity but limiting number of activities to allow for continued social distancing

Each Day:

District Level:

******It is recommended by KW/Vina that the district develop a system to monitor the temperature of bus drivers and students before entering the school bus on each school day.***

******It is recommended by KW/Vina that the district develop a system to ensure breakfast and lunch can be delivered and served safely in each classroom to ensure social-distancing and sanitization.***

School Level:

******KW/Vina staff will continue to monitor the temperature of students, staff, and visitors at the entrance of the school building each day to ensure the health of students, staff, visitors, and families.***

CONFIRMED or SUSPECTED case of COVID-19

- Collaborate with the school nurse to plan for reporting, contact tracing and both short-term or extended closures in the case of a positive COVID case related to the school or community.
- Collaborate with public health to ensure each school has a plan for reporting, contact tracing and both short-term or extended closures in the case of a positive COVID case related to the school or community.
- Utilize CDC guidelines
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>

Academic Programming

- Continue classroom learning with one master schedule for PreK, one for K, and another for 1st grade
- No special classes will be offered during this phase. All specialists and paraprofessionals will be assigned to support in the classroom to minimize student transitions within the school building.
- No Family Engagement Activities, No Fundraisers, No Field Trips, Alternate Plan for Parent-Teacher Conferences
- No Visitors in the Building
- Regular schedule of temperature taking, handwashing, social-distancing protocols
- Increase family outreach, distance engagement, and wrap-around services
- Individualized attendance plans for students whose families who choose not to attend school
- Individualized staff employment plan for high-risk or have family members who are high risk
- Implement MTSS to support academics and social-emotional/behavior supports for ALL students and individualized support for some students.
- Masks may be required at this level

Physical & Structural Environment- No additional restructure recommendations

- Screen all visitors by conducting a temperature scan before entry into the main vestibule of school.

COVID-19 may come in waves and understand that the recovery process may repeat several times. It is highly recommended that you **always be prepared** for school cancellations.

If a confirmed case has entered a school, all decisions should be made locally, in collaboration with the local public health department. Follow the [CDC Consideration for School Closures](#)

Resources:

[CDC Checklist for Parents](#)

[CDC Checklist for Teachers](#)

Return to Normal: Near full capacity and full operations but with continued vigilance in health and safety best practices.

Return to normal operations with all activities and:

- Continue regular hand washing routines in all classrooms
- Deep clean classrooms and common areas, as well as sanitize surfaces each day
- Provide masks as needed
- Continue a system of temperature taking to ensure the safety of students, staff, and families of KW/Vina.

Academic Programming – no additional restructure recommendations

Physical & Structural Environment- no additional restructure recommendations

Business Environment- no additional restructure recommendations

School Reopening Considerations

CLEANING AND SANITATION

- Frequent disinfecting of door handles, desks and other common spaces.
- Require handwashing in regular intervals.
- Keep libraries, gyms, and playgrounds off limits unless they can be sanitized between groups.
- Provide hand sanitizer.

SICK POLICIES

- Implement temperature checks and / or symptom screening when practical.
- Require anyone (students or staff) with COVID-19 symptoms to stay home.

LIMIT CLASS SIZES

- Consider breaking larger classes into smaller groups.
- Students may alternate school days or attend for half days.

MAINTAIN SOCIAL DISTANCE

- Consider use of face coverings by all staff and students
- Keep students with the same group and in the same classroom, with teachers rotating when practical.
- Consider students eating lunch in the classroom to help limit mixing of students.
- Cancel extracurricular activities.
- Prevent any non-school staff, including parents, from entering school buildings.
- Consider reducing bus loads to allow for one student per seat.

GRADUATION CEREMONIES

- Provide a live stream of graduation
- Consider limiting spectator attendance
- For larger schools, consider grouping graduates or providing multiple ceremonies
- Follow social distancing between families

ACCOMODATIONS for students, teachers, and staff in an at-risk group:

- Schools that reopen will need to take into consideration that some teachers and staff will fall into the at-risk category because of their age or other health risks. These individuals should have additional accommodations including: teaching classes remotely, utilizing a larger classroom where social distancing can be maintained, or given an option not to return until the risks are reduced.
- Students who are high risk or who have family members who are high risk should not be penalized for failing to attend and should continue to receive remote support.
- Accommodations should also be extended to students and staff who are required to quarantine due to exposure or potential exposure.

CONFIRMED or **SUSPECTED** case of COVID-19

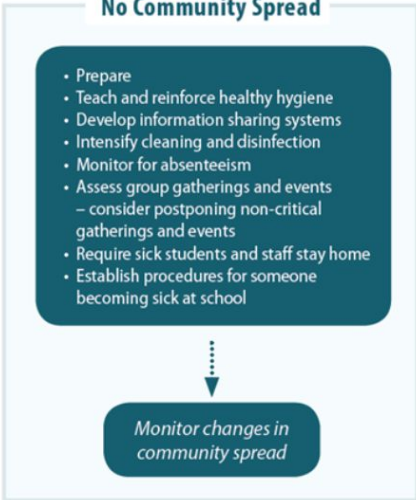
- Collaborate with public health to ensure each school has a plan for reporting, contact tracing and both short-term or extended closures in the case of a positive COVID case related to the school or community.
- Utilize CDC guidelines <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>

School Decision Tree

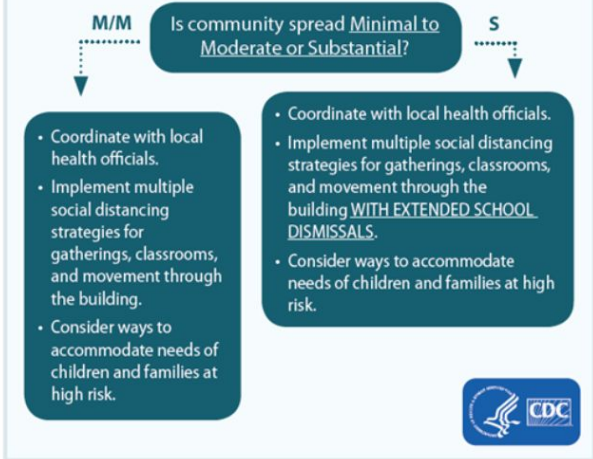
All Schools Regardless of Community Spread



No Community Spread



Minimal to Moderate OR Substantial Community Spread



Scenario 2: Blended Learning Model

Browning Elementary School

COHORT Blended Model:

The Blended Learning Model is intended to reduce the number of students at the school to adhere to social distancing.

100% of staff on-site (unless approved for leave). 50% of students are on-site for two days and rotate with the other 50% who will be on-line for two days. In the Blended Learning Model, students will be placed into two cohorts as demonstrated by the chart below.

Cohort 1 (In-Town students) will attend school in person on Monday and Tuesday and participate in distance learning on Wednesday, Thursday, and Friday. **Cohort 2** (Out of Town students plus Flat Iron) will attend school in person on Wednesday and Thursday and participate in distance learning on Monday, Tuesday, and Friday.

Students are grouped into small cohorts and spend 3 days distance with 2 days on campus and then switch. Teachers are paired and tagged to the same two cohorts. They teach in one modality so that students see the same on campus teacher for 2 days a week and the same remote teacher the other 2-3 days. The school day starts at 9:00 a.m. and ends at 3:00 p.m.

The teacher is assigned to either on-campus or exclusively remote instruction to reduce complexity in trying to meet all students' needs in two different modalities.

Blended Model schedule for families that choose to send their child to school:

Cohort 1: In town students				
Monday	Tuesday	Wednesday	Thursday	Friday
In-Person	In-Person	Distance Learning	Distance Learning	All students Distance Learning
Cohort 2: Out of town & Flat Iron students				
Monday	Tuesday	Wednesday	Thursday	Friday
Distance Learning	Distance Learning	In-Person	In-Person	All students Distance Learning

We understand that some families will choose not to send their child to school for the Blended Learning Model. Therefore BPS will continue to offer families with 100% distance

learning. Students that continue in this model will receive instruction in Google Meets and Seesaw for Schools.

Distance Learning for families that choose to keep their child home:

100% Distance Learning				
Monday	Tuesday	Wednesday	Thursday	Friday
Distance Learning	Distance Learning	Distance Learning	Distance Learning	Distance Learning

Data from contacting families

Families were contacted from January 14-January 22 asking families if they would be sending their child for blended learning or remain in distance learning.

	Blended Cohort 1 M/T	Blended Cohort 2 W/TR	Distance Learning	Undecided or no contact
2nd Grade	34	21	71	19
3rd Grade	24	14	58	23
Total	58 students at the school	35 students at the school	129 students logging in remotely	42 students we need to follow up with

2nd Grade - on campus	Cohort 1 (34 students) M/T	Cohort 2 (21 students) W/TR
Class 1	9	7
Class 2	9	7
Class 3	8	7
Class 4	8	-
2nd grade remote (71)	Class 5 = 18 Class 6 = 18 Class 7 = 18 Class 8 = 17	

3rd Grade - on campus	Cohort 1 (24 students) M/T	Cohort 2 (14 students) W/TR
Class 1	8	7
Class 2	8	7
Class 3	8	-
3rd grade remote (58)	Class 4 = 12 Class 5 = 12 Class 6 = 12 Class 7 = 11 Class 8 = 11	

Weekly Schedule

Blended learning schedule		
	In Person Monday/Tuesday or Wednesday/Thursday	Distance Learning Day Monday/Tuesday/Friday or Wednesday/Thursday/Friday
Early Morning	Ensure your child's backpack contains all the needed materials for in person learning.	Ensure your child's iPad is connected and ready to go for distance learning.
Morning	Arrive at school, temperature check & screening protocol. Enter the classroom and follow the morning routine.	View recorded asynchronous video created by the teacher for the morning meeting to start the day and to preview learning for the day.
Throughout the day	Follow the digital day week at a glance schedule	Synchronous Learning: <ul style="list-style-type: none"> Teachers will communicate schedules for synchronous (live) instruction with students in need of intervention or enrichment. Asynchronous Learning: <ul style="list-style-type: none"> Work on assignments/enrichment activities in Seesaw, or homework assigned by the classroom teacher. Take a break as needed, get outside to get some fresh air, do some stretching, grab a book to take a break from screens.

Afternoon	Make sure your backpack contains all of the needed materials for the distance learning day.	Work to finish up learning activities. The teacher will post information on their Seesaw page. Need help? Post your question to the teacher on Seesaw or email so they can help you on the next in-person learning day.
Distance Learning Wednesday	<p>Wednesday will be distance learning days for all students with live check-ins for every student in the full-class Morning Meeting.</p> <p>Activities occurring on Wednesdays include:</p> <ul style="list-style-type: none"> ● Live, scheduled small-group Language Arts, Math, Social Studies, Science check-ins. ● Targeted interventions for specific small groups ● Specials classes ● Asynchronous learning activities posted on Seesaw ● Complete assignments from on site instruction from M/T or TR/F cohort 	

The administrator's support the following for the blended learning model:

- Provides initial and ongoing parent/guardian communication, support, and guidance.
- Leads master scheduling and content migration to support instructors, while considering the instructional needs of all students.
- Facilitates the development and implementation of weekly instructional guides for every student.
- Monitors Individualized Education Programs (IEP)/Section 504 Accommodation Plans/English Language Learner (ELL) supports to ensure compliance and differentiated learning.
- Monitors two-way communication efforts between educators and students through Infinite Campus and Seesaw (digital platform).
- Identifies teachers and staff who serve as a team of expert users to increase support for teachers.
- Observes instruction and provides feedback to licensed educators.
- Review emergency Drill Guidance for the 2020 – 2021 School Year

The teacher supports the following for the blended learning model:

- Instructs students and provides daily virtual office hours for distance learning students.
- Participates in collaborative lesson planning and professional learning.
- Participate in weekly grade level meetings to discuss progress, content and curriculum.

-
- Provide one-on-one small group support to students based on assessment data.
 - Grade and progress monitor students in a timely manner.
 - Support the implementation of curriculum for their grade level and modality.
 - Arranges for daily communication and follows attendance processes.
 - Works with support professionals assigned to students with disabilities and accommodations.
 - Facilitates resources for students with IEPs or Section 504 Accommodation Plans and ELLs.
 - Contacts parents/guardians on a weekly basis or as needed.
 - Attends and participates in all required parent/guardian meetings (i.e. IEP/504, ELL, etc.).
 - Provides emergency substitute plans and instructions as traditionally required. If staff are ill and unable to work, either in person or at a distance, students will still be provided instruction.

The counselor supports the following for the blended learning model:

- Serve as a liaison between the school and families for students in crisis.
- Offer grief counseling support for students
- Provide resources and support to families
- Facilitates resources for students with 504s

The instructional coach supports the following for the blended learning model:

- Provides daily support to teachers.
- Supports teachers in responsive instructional strategies for diverse learners.
- Ensure teachers have necessary resources for implementation plans.
- Facilitates teacher collaboration through structured learning opportunities.
- Assist with instructional and classroom management skills.

The paraprofessional supports the following for the blended learning model:

- Arranges for daily communication and follows attendance processes.
- Works with licensed educators and assigned students with disabilities and accommodations.
- Completes assignments and tasks as assigned.
- Exhibits good work habits.

The student supports the following for the blended learning model:

- Maintains consistent attendance and course progress.
- Completes assignments and tasks as assigned.
- Exhibits good study habits.
- Contacts teachers when requiring assistance.
- Attends daily and weekly required real-time, synchronous sessions or recorded sessions.
- Participates in any proctored assessments, if applicable.

- Utilizes the virtual office hours as posted by teachers to obtain additional support and guidance.

The parents/guardians supports the following for the blended learning model:

- Communicates with the child's instructor(s) through virtual office hours.
- Actively assists children with their learning and directly participates with students.
- Provides support, guidance, and assistance.
- Fosters a conducive area for learning in the home.
- Encourages and recognizes positive gains and achievements.
- Actively monitors the child's progress in assigned courses.

Safety Protocols for the Student Blended Learning Model:

Cleaning of building:

- Commonly touched surfaces (door knobs, railings, etc.) will be cleaned every hour using disinfectant wipes.
- Hallways will have signage to prevent students from entering areas they do not need to be in.
- Water fountains will be covered and not accessible for use. Students will need to use water bottles to fill with water.
- Bathrooms will be cleaned between classes.
- Students are not to be utilized to aid in the cleaning of classrooms and other areas throughout the school.
- Wednesdays and Saturdays are to be utilized for deep cleaning days and as a result, students will have a remote schedule that day, regardless of their schedule. *Teachers will not be allowed in the building.*

Limit/Restrict non-essential staff:

- Entrance into the building will be limited to essential staff only.
- Parents/guardians will be assisted at the main entrance when bringing their child in when tardy, checking them out early for an appointment or dropping an item off for their child. They will not be allowed beyond the main entrance.
- Parents/guardians will need to remain in their vehicles for arrival and dismissal.

Staff Arrival and Dismissal:

- All staff enter through the main entrance to be screened.
- The attendance aide will keep a log of each staff member who enters and exits the building w/destination.
- Safety protocols will be documented before entering past the secretary (Staff wearing masks, social distancing, temperature check at office).
- All staff will wear masks prior to entering the building and at all times while in the building.
- Hand sanitizer will be placed at the office for staff to use upon entering and exiting the building.
- Staff go to their classroom only (they have a phone and supplies in each room).
- Certified staff with Macbooks can log in via computer and all others will utilize the sign in clock.
- All meetings will be held virtually.
- If a student develops symptoms of illness while at school, reference the **Student Showing Symptoms** section below.
- If a staff member develops symptoms of illness while at school, reference the **Staff Showing Symptoms** section below.
- Suspend the practice of elementary classroom parties. Birthday treats will not be allowed to be brought to school.

Student Arrival

- Clearly marked entrances/exits
- Upon arrival at the school, students will be dismissed from buses or cars starting at 8:30am until 9:00 am. They are to report directly to their homeroom at that time, maintaining social distancing and wearing their masks at all times. Breakfast will be a “grab and go” meal that is to be eaten in their homeroom.
- All 2nd grade students enter through the Southeast Door (facing Napi).
- All 3rd grade students enter through the Southwest Door (facing Academy).
- All students must wash or sanitize hands as they enter campus. Hand sanitizer will be provided and located by the touchless thermometer.
- Each classroom has a sanitizing station outside of the classroom.
- Dismiss walkers, car riders and bus students at staggered times.
- Floors clearly marked with one way direction arrows and tape down the middle of the hallway, to keep students distanced.
- Teachers/TA’s will stand in the hallways to monitor students upon arrival and dismissal.
- Collaborate with the bus garage to determine bus pickup and drop off schedule.

Tardy students

- Students that arrive after 9:05 will be marked tardy. The student and the parent will need to use the front entrance where they will be screened by the attendance aide Jill Madman.
- Students that pass the screening will receive a tardy slip and will be escorted to the classroom by a supporting staff member.
- Students that do not pass the screening will return home with their child.

Student Dismissal

- Students being picked up will begin to dismiss at 3:00 PM. 2nd Grade will exit out of the Southeast door. 3rd Grade will exit out of the North Gym Doors. Bus students will dismiss at 3:07 PM., and will be escorted to the buses.

Hygiene

- Properly and effectively teach students hygiene practices to ensure personal health and safety in school facilities. Provide opportunities for students and staff to meet handwashing frequency. Teach students how to scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. Staff and students should use paper towels (or single use cloth towels) to dry hands thoroughly.
- All bathrooms will have proper hand washing signs posted in the bathrooms for students to reference on how to wash hands.
- Wash hands when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.
- Each classroom will be provided a sanitizing station for students to use.

Student Protective Equipment:

- Teachers will properly demonstrate to students how to wear a mask while at school.
- At a minimum, face coverings should be worn: 1) While waiting to enter the school campus. 2) While on school grounds (except when eating or drinking). 3) While leaving school. 4) While on a school bus.

Learning Environments for Physical Distancing:

- BES will mark off the floor for 6 feet of distance between individuals.
- All classrooms will contain enough desks to accommodate for the six foot distance and seat half of their student enrollment based on homeroom.

- Each desk is set 6 feet apart within the classroom and painters tape is used to mark where each desk needs to be for 6 feet.
- Each desk has a plexiglass divider with each desk facing in the same direction.
- Tape placed in the middle of the hall and arrows on each side of the floor to direct traffic flow in hallways.
- Signage and markings will be used to reinforce these expectations.
- Install physical barriers, such as partitions or plexiglass, to maintain physical distance of 6 feet.
- All upholstered furniture and soft seating will be removed from the school and placed in storage. Classrooms & counters are clear of clutter for daily cleaning.
- All excess furniture has been removed from the classroom to maintain a clean working environment.
- Painters tape is used to mark off sections in the classroom for social distancing.
- Any materials being distributed to students will be distributed in a way that supports social distancing.
- Avoid sharing any supplies. When materials are used they will need to be cleaned and sanitized/disinfected following use in accordance with the CDC Cleaning School Guidance.

Seating Charts

- Teachers will create seating charts for students in Cohort 1 and Cohort 2. A copy will be given to administrators for contact tracing purposes. Students who are scheduled to attend on Monday/Tuesdays Cohort 1 should sit in the same seat on both days, and the same for those students who attend on the Thursday/Friday Cohort 2. It will be necessary for students to sit in their assigned seats on the days that they are in attendance as these seating charts will become critical should there be any contact tracing that needs to occur within the building.
- We will not utilize small group instruction or number corner gathering during the duration of the blended model. The lessons will still occur, but from students' desks.

Contact Tracing Log

- Each classroom will be required to have a weekly log-in/log out sheet outside their door in addition to their cleaning station. Staff members not instructing the class on a normal schedule to the classroom are to sign in each time they enter/exit the room in the case we would need to contact-trace any student or staff member.

Attendance

- Attendance will be taken on the days the student is scheduled to be on-site.
- Daily sign in/sign out sheet will be maintained by the teacher.
- Attendance for Students utilizing Distance Learning will be entered via the following:
 - Daily logins to the Digital Platform (Seesaw for Schools)
 - Interactions with teacher
 - Assignment progress/completion

Breakfast

- Students will eat breakfast in the classroom.
- Breakfast will be a grab and go format as the student enters the building and proceeds to the classroom.
- Each classroom has two trash cans. One for trash and one for food.
- Students will practice safe hygiene practices such as hand washing before and food consumption.
- Students eat their breakfast at their assigned desk.
- Students will not be allowed to share food with each other.
- The teacher will walk around to each student while each student disposes of their trash in the food trash can. The large trash bins will be located in the hallways for disposal of the food bags, immediately following breakfast. Custodians will dispose of trash in large bins according to the schedule.
- Each desk is sanitized after breakfast.

Lunch

- Students will eat lunch in the classroom.
- Plastic trays or bowls will be used for grab and go. Meals will be delivered to the room by the teacher assistants.
- Each classroom has two trash cans. One for trash and one for food.
- Students will practice safe hygiene practices such as hand washing before and after food consumption.
- Students eat their lunch at their assigned desk.
- Students will not be allowed to share food with each other.
- The teacher will walk around to each student while each student disposes of their trash in the food trash can. The large trash bins will be located in the hallways for disposal of the food bags, immediately following lunch. Custodians will dispose of trash in large bins according to the schedule.
- Each desk is sanitized after lunch.

- No class treats are to be brought in by students for their birthdays.

Recess

- Playground will be divided into 4 sections to ensure 6' social distancing guidelines
- A schedule for class rotations for playground sections will be communicated.
- Playground will be wiped down after every use daily by custodians
- While on the playground students stay with their class/cohort
- Students must wash hands before and after using the playground.

Bathrooms

- Students utilize the restroom closest to their classroom.
- Areas will be marked with signs for students entering the restroom
- Each class will go to the restroom at the same time each day.
- Classes will be staggered accordingly to limit the number of students at the restroom. A schedule will be created for each classroom. Custodians will clean the bathroom after each class that has used it on the schedule.
- Number of students in the restroom will be limited based on restroom capacity with only 1-2 students in the bathroom at one time.
- Proper washing CDC posters will be displayed in all bathrooms
- Areas will be marked with signs for students exiting the restroom
- Call the front office for any emergencies.
- Restrooms will be cleaned frequently throughout the day. A schedule will be created for the custodians.

Substitute Teacher:

- Mandatory training will be held weekly regarding safety protocols.

Isolation Care Room:

- There may be times that a staff member or student shows COVID-19 symptoms and will need to be isolated. In the school there are two rooms that have been identified as a "Care Room". A "Care Room" is located in the 2nd grade hallway and the other is in the 3rd grade hallway. This room is located close to an exit for being picked up.
- Designated staff will be trained on the proper procedures of the "Care Room": Covid-19 exposure plan, use of no touch thermometer, symptom check questionnaire, donning and doffing of PPE, and internal school etiquette.

Staff Exposure to positive COVID-19 Plan:

Blended Learning Model:

1. If a staff member has been exposed to a positive case of COVID-19 **OR** begins to have symptoms, the teacher is to report to the Principal/Assistant Principal immediately via phone. (Sheila 845-5314, Angela 845-4902).
2. If the **staff member is in the building**, the staff member is to **remain in their classroom** until an administrator advises the staff member of what to do next. If the **staff member is at home**, that staff member is to **remain at home**. It is recommended that the staff member be referred to see a medical personnel.
3. The staff member must make contact logs available immediately, for contact tracing.
4. The Principal/Assistant Principal will notify all staff if any changes in the learning model will occur.
5. The Principal will notify the Human Resource Director of the staff member who has been exposed or tested positive, regarding further direction and leave requirements.
6. The Principal/Assistant Principal will notify the custodians that the room or building will need to be deep cleaned, if necessary.
7. Parents/Guardians will be notified of school closure via Infinite Campus Robocall and the BPS Facebook Social Media Page, if necessary.

Student Exposure to positive COVID-19 Plan:

Blended Learning Model:

1. If a student has been exposed to a positive case of COVID-19 **OR** begins to have symptoms, the teacher or parent is to report to the Principal/Assistant Principal immediately via phone. (Sheila 845-5314, Angela 845-4902).
2. If the **student is in the building**, the student is to **remain in their classroom** until an administrator or designated person removes the student from the room. If the **student is at home**, that student is to **remain at home**. It is suggested that testing occurs after 3 consecutive days of symptoms.
3. The staff member must make contact logs (with students) available immediately, for contact tracing.
4. The Principal will notify the Administrative team for further instruction.
5. The Principal/Assistant Principal will notify all staff if any changes in the learning model will occur.
6. The Principal/Assistant Principal will notify the custodians that the area or building will need to be deep cleaned, if necessary.
7. Parents/Guardians will be notified of school closure via Infinite Campus Robocall and the BPS Facebook Social Media Page, if necessary.

Safety Drills

Fire Drill:

Blended Model:

1. Adhere to Fire Drill Map.
2. Teachers will exit the building utilizing the nearest exit to their classroom.
3. Students will go with their teacher to designated areas.
4. Social Distancing will be adhered to throughout the drill.

Procedures for Student Showing Symptoms

All steps are to be followed accordingly when a student begins to show symptoms of COVID-19.

1. Immediately, call Angela, 845-4902 or Sheila, 845-5314 and state it is Scenario Karen.
2. Designated person will dress in PPE and will go to the room to retrieve the student.
3. Students that are showing symptoms will be brought to the "Care Room". 2nd Grade will be escorted to Room 113 Care Room. 3rd Grade will be escorted to the Music Rm. Care room.
4. Notify parents.
5. A symptom checklist will be administered.
6. The school nurse will be notified.
7. Parents will be notified to pick up the student or the student will be transported home.
8. The student demonstrating symptoms will need to be tested before returning to school if there is an exposure and is showing symptoms.
9. Administration team will be notified for further safety guidelines regarding the classroom and building.
10. Custodians will deep clean Room 113. Custodians will dispose of PPE from the room.

Designated staff who will respond to possible COVID-19 calls in this order:

1. Mrs. Heavy Runner
2. Mrs. Magee-Cobell
3. Michele Calftail
4. Dale DuCharme
5. Javier Bustos
6. Mrs. Black

7. Mrs. Wippert
8. Kimberly Tatsey-McKay

Procedures for Staff Member Showing Symptoms

All steps are to be followed accordingly when a student begins to show symptoms of COVID-19.

1. Call Angela, 845-4902 or Sheila, 845-5413, IMMEDIATELY.
2. The staff member will wipe their teaching area with a clorox wipe while waiting for a substitute teacher, if needed.
3. Designated person will dress in PPE and will go to the room to retrieve the staff member.
4. The staff member will be escorted to the designated room. Room 113 or Music Rm.
5. A symptom checklist will be administered.
6. The school nurse will be notified.
7. The staff member will clock out and leave the building. The staff member will be referred to seek medical support.
8. Administration team will be notified for further safety guidelines regarding the building.
9. Custodians will deep clean the designated room(s).

Designated staff who will respond to possible COVID-19 calls in this order:

1. Mrs. Magee-Cobell
2. Mrs. Black
3. Mrs. Wippert
4. Javier Bustos
5. Dale DuCharme
6. Michele Calftail
7. Mrs. Black
8. Mrs. Wippert
9. Mrs. Heavy Runner

Designated staff who will substitute in a class, if needed.

1. Michele Calftail
2. Dale DuCharme
3. Javier Bustos
4. Mrs. Wippert
5. Mrs. Black
6. Mrs. Hall

7. Mrs. Heavy Runner

Staff who do not follow safety procedures:

1. Scheduled meeting to review the Scenario 2: Blended Learning model safety procedures and plan with Mrs. Heavy Runner.
2. CDC safety protocol and procedures professional development with Mrs. Magee-Cobell.
3. BPS Progressive Discipline Plan will be adhered to.

Napi Elementary Phase 2: Blended Learning

Napi Elementary's Academic Schedule

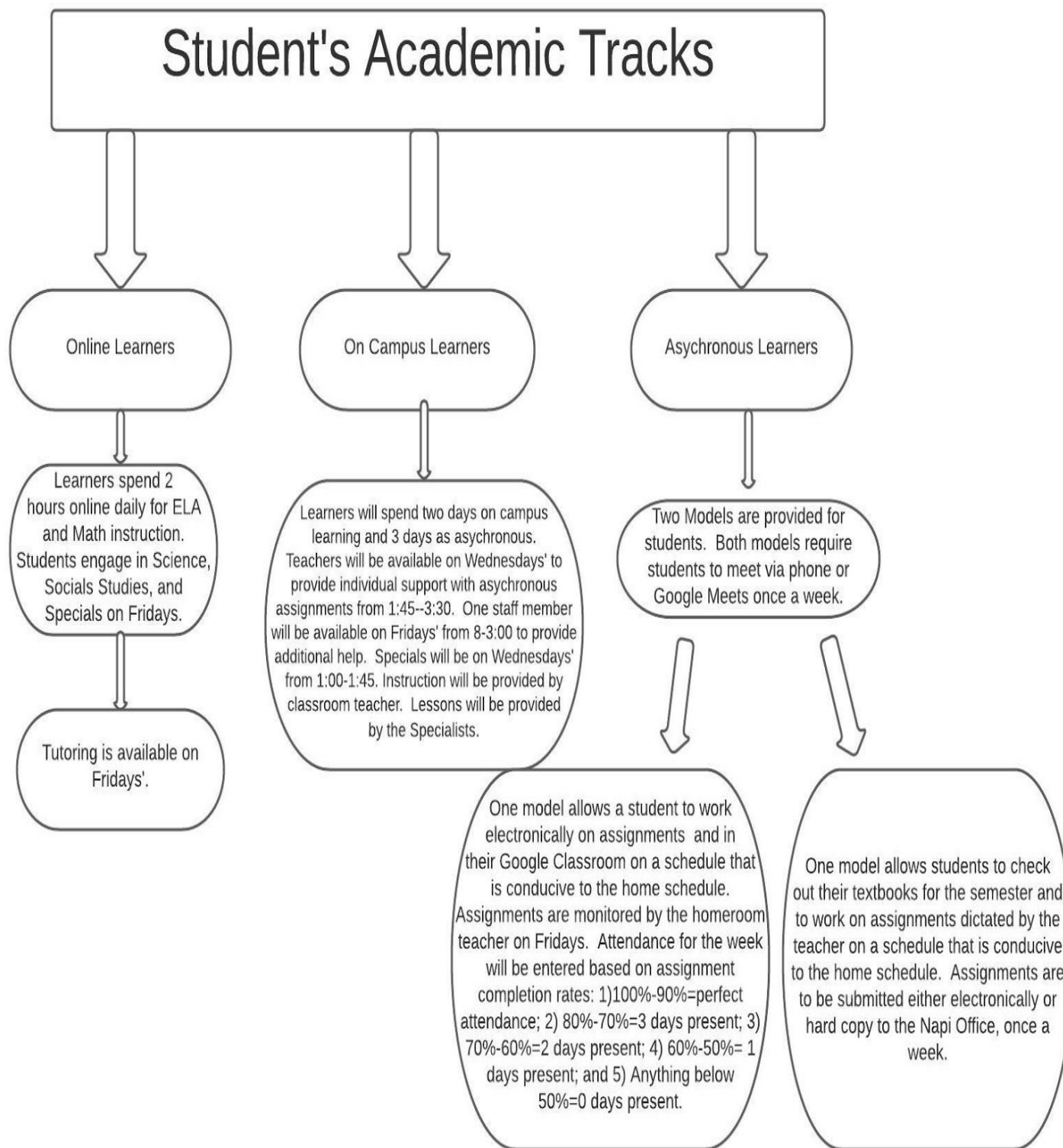
On Campus

Remote Learning--Schedule Not Changing for 3rd Quarter

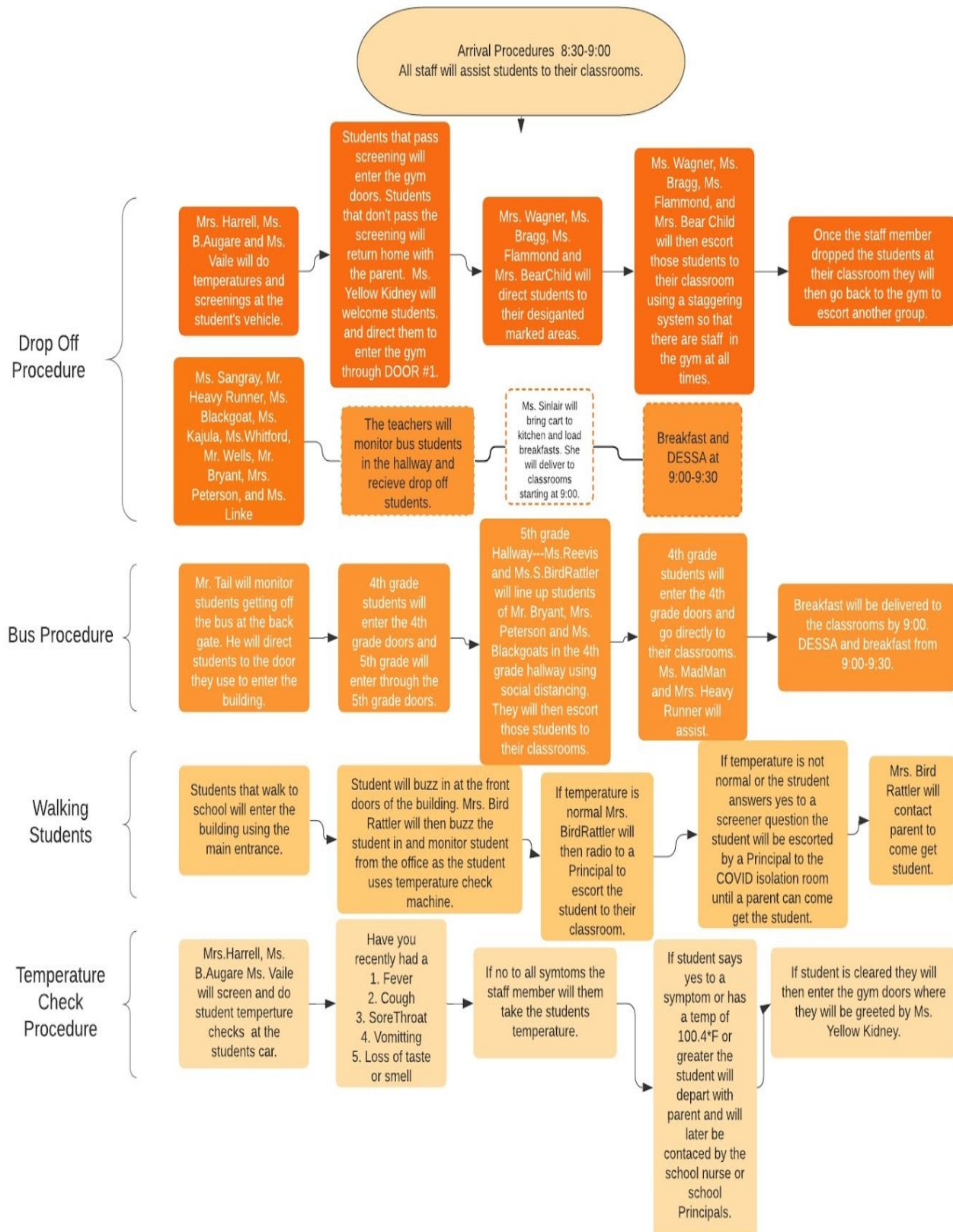
Monday and Tuesday-Cohort 1	<p>9:00---Student Arrivial/Breakfast/DESSA</p> <p>9:30---11:45--ELA & Writing</p> <p>11:45---Prep for lunch/wash hands/review procedures & expectations</p> <p>12:00---12:45---Lunch in the classroom--Supervised by Support Staff</p> <p>12:45--1:00----Disinfect Area and Handwash</p> <p>1:00--2:30---Math Instruction</p> <p>2:50---3:10---Clean up/Disinfect/Supervisor</p> <p>Dismissal</p> <p>Asynchronous Learners W, TR, F</p>
Friday	<p><u>Disinfectant Day--No Students/Staff on Campus</u></p> <p>Certified Staff---Teacher Prep from 8:00Am to 12:00Pm & Tutoring</p> <p>Classified Staff---Specials & Planning & Tutoring</p> <p>Students--Grade Level Specials</p>
Wednesday and Thursday--Cohort 2	<p>9:00---Student Arrivial/Breakfast/DESSA</p> <p>9:30---11:45--ELA & Writing</p> <p>11:45---Prep for lunch/wash hands/review procedures & expectations</p> <p>12:00---12:45---Lunch in the classroom--Supervised by Support Staff</p> <p>12:45--1:00----Disinfect Area and Handwash</p> <p>1:00--2:30---Math Instruction</p> <p>2:50---3:10---Clean up/Disinfect/Supervisor</p> <p>Dismissal</p> <p>Asynchronous Learners M, T, F</p>

Monday - Thursday	<p>9:00-12:00---ELA</p> <p>12:00-12:45---Lunch</p> <p>1:00-3:00-----Math</p>
Friday	<p>10:00-11:00-----5th Grade Specials</p> <p>11:00-12:00-----4th Grade Specials</p>
Teacher Prep--8:00-9:00	<p>Teacher Prep Daily 8:00-8:45</p>

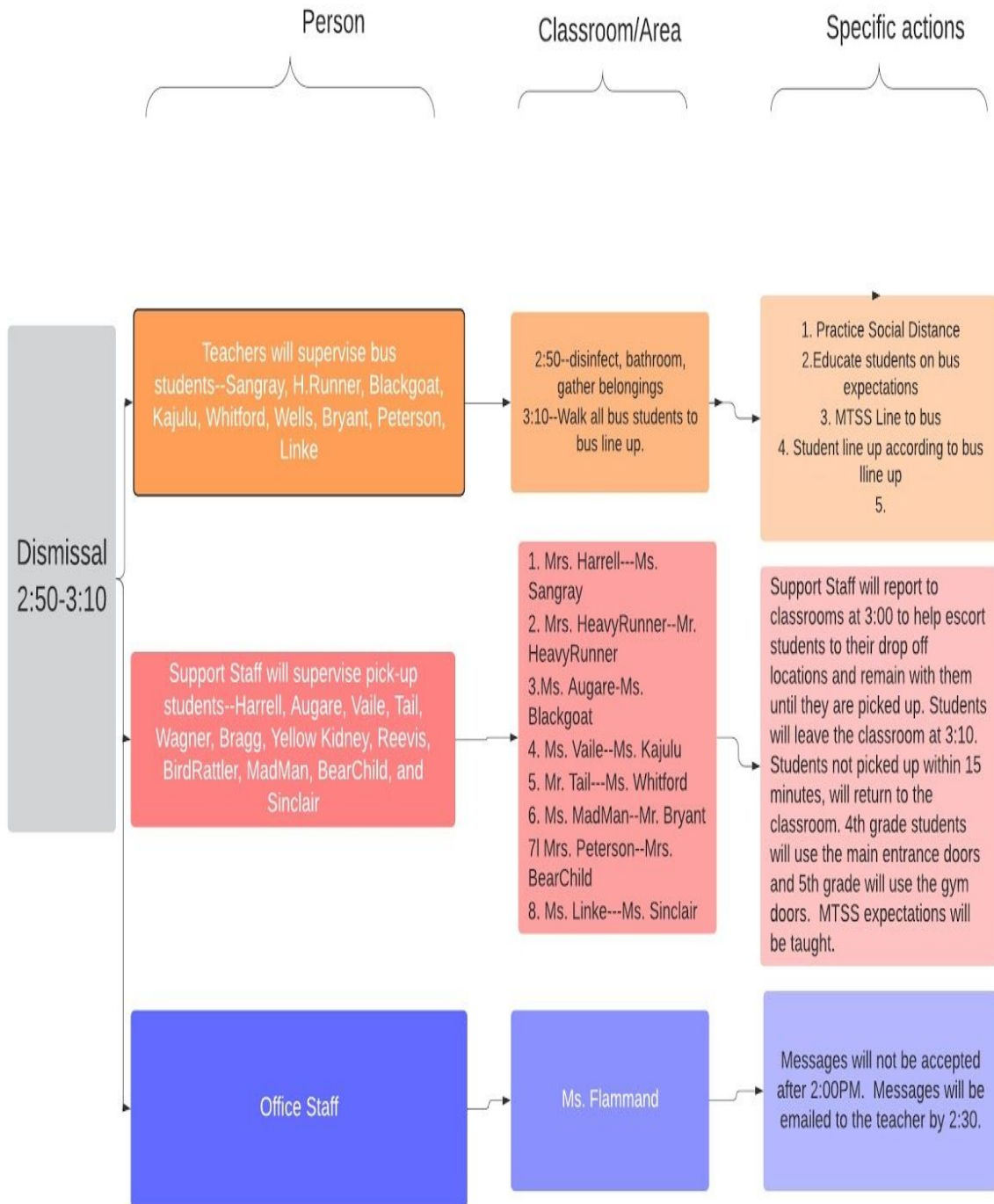
Student Academic Tracks



Arrival



Departure



Safety Protocols for Arrivals and Departures

● Student Arrivals

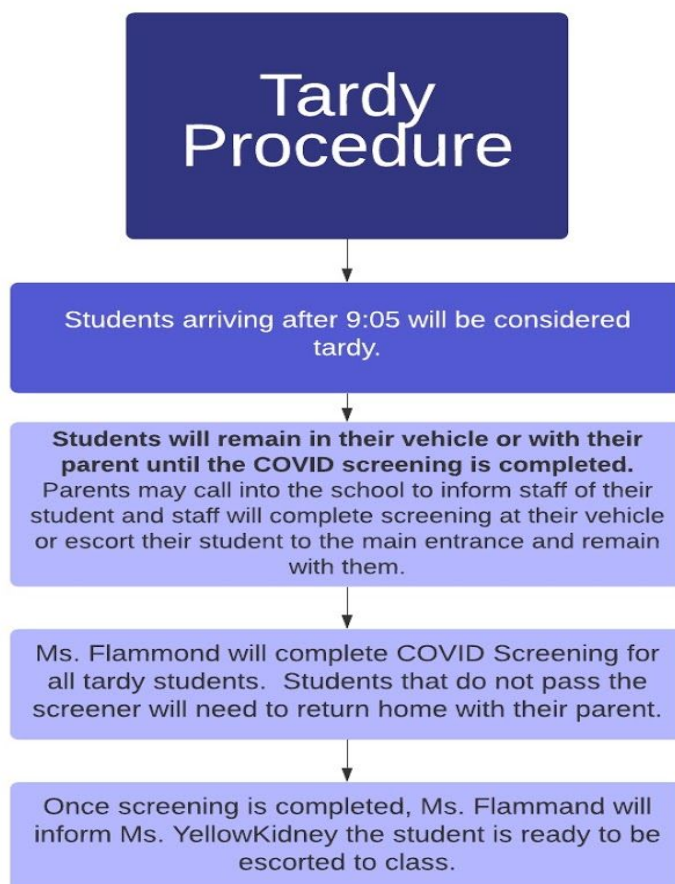
- Students being dropped off will use the gym doors for arrivals and departures to ensure students have a place to wait during cold weather. Students can be socially distanced and monitored from this area of the school. All students will be supervised by staff during arrival and departure times. Students will only be allowed to be dropped off at their scheduled times. This will become part of the Parent & Student Compact form. This ensures that staff are available to monitor students and cohorts.
 - Temperatures and screening will be taken for all students being dropped off from the vehicle. Bus students will be screened prior to getting on the bus. Students that walk to school will be screened prior to being escorted to their classroom. Walking students that do not pass the Covid screening will go directly to the Covid Safety/Isolation Room and await parents.
- Arrival will begin from 8:30A.M. to 9:00A.M.
- Bus students will use 4th Grade and 5th Grade doors and be escorted to their classes.

● Student Departures

- Pick up students will use the main entrance and gym areas. Support staff will escort and supervise students to the lawn areas for pick up. Staff will monitor movement of students to ensure that social distancing is maintained while students are transitioning from their line to their vehicle.
- Homeroom teachers will escort their students to the bus. MTSS procedures will require that students maintain a line that reflects social distancing. Bus expectations will be reviewed daily.
- Transition to departures will begin at 3:10.

- Messages will not be taken after 2:00PM. There must be time for Ms. Flammand to email all messages to teachers prior to dismissal at 3:10.

- **Tardy Procedure**



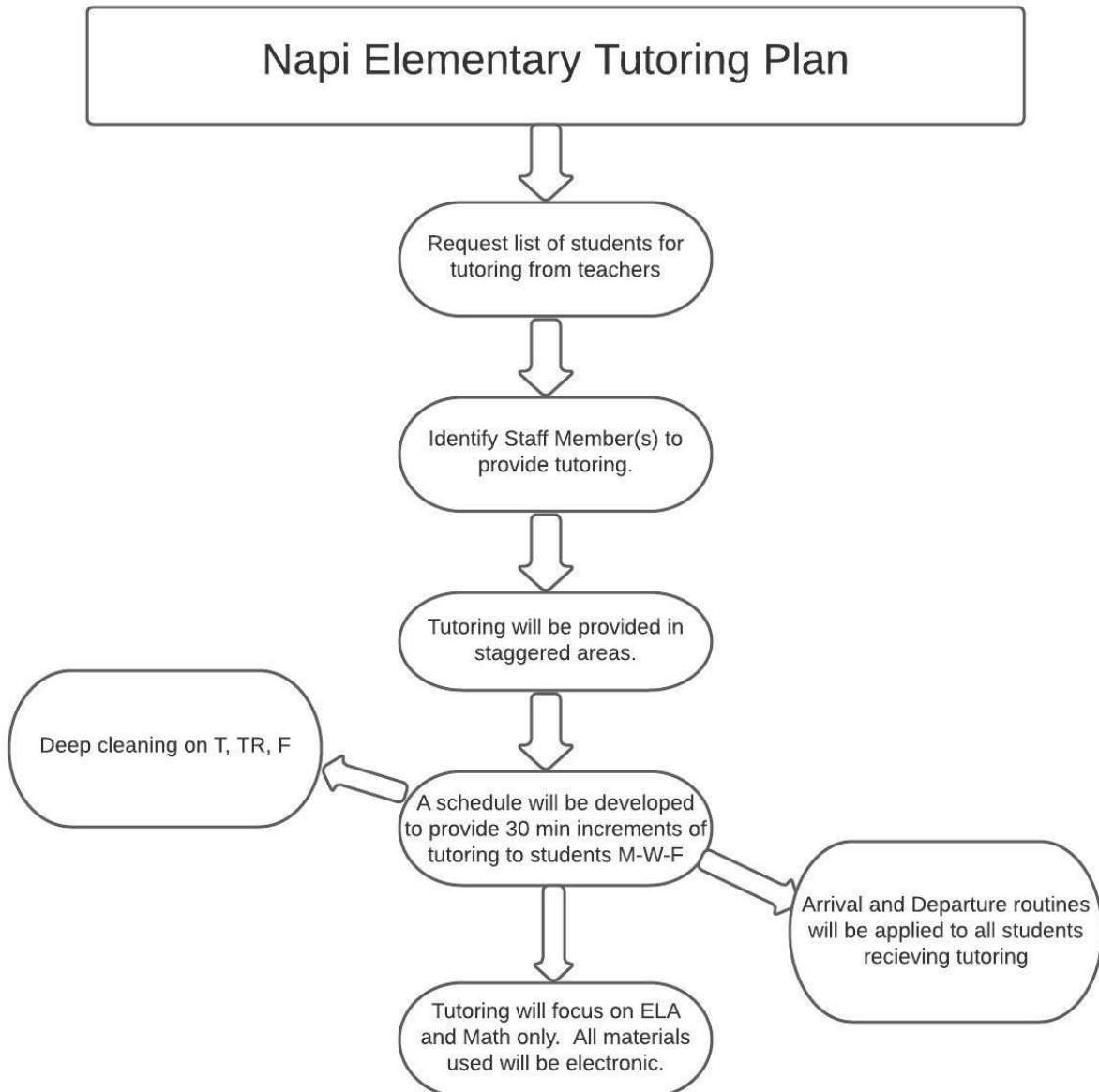
Check Out Procedure

Check-Out Procedure

Parents are encouraged to call ahead of time to request their student. Parents will need to come to the door to meet their student.

Students will be brought to the front entrance to meet their parent. Only one parent and student will be allowed into the entrance at one time.

Tutoring Plan



Student Data

Parent Survey Data

- 280 surveys completed as of 1-11-21
 - On Campus totals: 116
 - Cohort 1: 76
 - Cohort 2: 39

On Campus Classroom Sizes

5th Grade--Cohort 1	Class 1--10 Class 2--10 Class 3--5 Class 4--7	5th Grade--Cohort 2	Class 1--0 Class 2--5 Class 3--7 Class 4--7
4th Grade--Cohort 1	Class 1--7 Class 2--9 Class 3--7 Class 4--11 Class 5--9	4th Grade--Cohort 2	Class 1--1 Class 2--5 Class 3--4 Class 4--3 Class 5--6

Remote Learning Classroom Sizes

5th Grade--Cohort 1	Class 1--26 Class 2--23 Class 3--29
4th Grade--Cohort 1	Class 1--27 Class 2--26 Class 3--27 Class 4--26

Please note: A tentative procedure to provide guidance to parents if requesting to transition their student from either a Remote Learner or On Campus Learner is established. This information will be part of the Parent Orientation Packet.

Staffing Data (As of 1/11/21)

On Campus	Certified--18	Classified--11
Remote	Certified--12	Classified--5

- Support Staff will continue to support Remote Learners due to the class sizes. Any Support Staff assigned to On Campus teachers will be reassigned to Remote Classrooms due to these classroom sizes.

Staff Arrivals and Departures

- Timeclock at the office will not be used by staff.
 - Staff will clock in using their individual electronic devices.
- Staff on campus will be assigned duties from 8:00--9:00.
- Staff work hours will be the following: 1) 8-4 Monday, Tuesday, and Thursday; 2) 8-4:30 Wednesday; and 3) 8:00---3:30PM on Friday.
- The front office area identifies areas of 6 feet. Staff will utilize these markers when entering the building.

Safety Procedures

- **Restrooms**
 - Classes will be assigned to use restrooms in their areas and on a schedule. Restroom stalls have been limited to two per restroom. Posters identifying the procedure are posted outside and inside all restrooms.
 - Individual bathroom breaks will be supervised by a staff member.
 - Staff will use the restroom located in their areas as outlined in the BPS Covid Safety plan.
- **Meals**
 - Breakfast will be delivered to the classrooms by 9:00AM.
 - Lunch will be delivered to the classrooms by 12:00AM
 - Handwashing procedures are posted in classrooms.

-
- Classrooms without sinks will be assigned a schedule to use the restrooms to wash before and after meals.
 - **Recess**
 - Recess activities will be held in the classrooms.
 - Opportunity to participate in physical activities will be provided.
 - Opportunity to assign supervised play outside of the classroom will be revisited.
 - **Water fountains**
 - Water fountains will be bagged after each use. Teachers/Staff will fill students water bottles in the mornings, before lunch, and after lunch.
 - Water bottles will remain in the classroom and disinfected daily.
 - Signage is posted next to every water fountain.
 - **Staff Lounge**
 - Staff Lounge will be open but limited to two staff members at a time.
 - Staff must abide by the guidelines that are posted in this area.
 - Staff must sign in and out of this area.
 - **Safety posters have been made that will address the following safety protocols:**
 - Procedure for Staff and Students that become symptomatic on campus.
 - Expectation for all stakeholders remaining in designated areas.
 - Role in disinfecting the school.
 - Procedure for morning COVID Safety routines for staff
 - Procedure for entering and exiting the building
 - Masks wearing
 - Restrooms.
 - Log of day to day traffic---hard copy
 - Procedures for social distancing hallways
 - Procedures for students entering and exiting daily

-
- Procedure for entering the building.
 - Procedure for visitors requesting students.
 - Buildings will remain closed to the public.
 - Stickers have been placed on the floor for social distancing in front of office per BPS Covid Pandemic Safety Plan.
 - Poster for School Offices have been created and we will provide pd on social distancing, etc.
 - All Furniture has been removed from the entryway of the building.
 - Staff Schedules for lunches and specials have been built.
 - Staff Lounge Safety Procedures with Sign In-Out forms.
 - Goal to staff each room with 2 adults to provide support for students' needs.
 - Hallways to be kept clear unless during transition.
 - Water fountains have been taped off with the exception of the times they are being used to fill water bottles. Posters for water fountains were created and placed at all fountains.
 - Custodians will be scheduled to man fountains and cover back up, once water bottles are filled.
 - Water bottles will be filled twice a day.
 - Posters/Handouts have all been created (Covid BPS Pandemic Plan pgs. 6-14)
 - Basic Requirements in All Buildings
 - All Personnel
 - Administration/Principal
 - Teachers/All Staff
 - If Staff become or student becomes symptomatic.
 - Blended Learning
 - Responsibilities for Principal, All Staff, Teachers, Custodians, Counselors, School Nurse, Food Service Transportation, Students, and Traditional Learning.
-
- Professional development will continue to be provided 100% virtually.
 - These activities will continue to cease until further notice:

- Potlucks
- Congregating in the workplace
- Children in the workplace
- Visitors in the workplace

Classroom Safety Procedures

- **Face to Face Instruction--*Parent and Student Compact forms and orientation will be developed to identify all safety procedures expected prior to students returning to campus.***
 - Entering the classroom
 - Sanitize hands prior to entering and exiting the classroom.
 - Students will maintain 6 feet distance from each other and teacher
 - Students will be observed by teachers throughout the day. Students that begin to display symptoms of illness will be immediately escorted to the COVID Isolation Room. The school nurse will meet students there and begin the observation process.
 - Parents of other students in the classroom will not be notified by the school.
 - Notification will be a 100% the responsibility of the district's COVID Safety Committee.
 - Students must wear masks the entire time they enter the school.
 - Students will be supervised at all times upon entering and departing the school.
 - A log is to be maintained by the teacher of all students and the areas they visit throughout the day.
 - Documentation will support contact tracing efforts.
 - Desk dividers will be put on all student and staff desks.
 - Sanitization stations have been placed outside each classroom.
- **Sub Plan**

-
- Use In-House employees first.
 - Subs will participate in a 'Building Orientation' and sign compact forms prior to stepping into the classroom.
 - **COVID Isolation/Safety Room**
 - Students will use this area to wait for parents in the event they begin displaying COVID symptoms
 - Four dividers provide four waiting areas that are socially distanced. Each area is stocked with a chair, trash can, sanitizer, kleenex, and privacy until a parent can be reached.
 - The School Nurse will be assigned to supervise students.
 - **Morning Routine**
 - Review Safety Procedures with students every morning for the first 30 days of school.
 - Entering the classroom--Using hand sanitizer
 - Meal Time
 - Social Distancing
 - Masks wearing
 - Health check--(ensure everybody feels healthy and not displaying symptoms)
 - Bathroom Procedure
 - Classroom materials will be kept in bins and not in desks to help with disinfecting processes.
 - Water bottles will be washed and sanitized at the end of every day and filled three times a day by classroom helpers.
 - Time will be provided for classroom teachers to clean at the end of the day and disinfect items. Logs will be created to ensure compliance and consistency in disinfecting is monitored.
 - **Supporting Students on IEPs:**
 - A plan for staff to transition to a students classroom to provide IEP services will need to be created, based off staff availability and student need.

Browning Middle School

Scenario 2 - Blended Schedule

WEEKLY SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday
In person	Cohort 1 In Town	Cohort 1 In Town	Cohort 2 Out of Town	Cohort 2 Out of Town	Deep clean building
Distance	Cohort 2 Out of Town	Cohort 2 Out of Town	Cohort 1 In Town	Cohort 1 In Town	

Monday and Tuesday - Cohort 1 (In-town) Unknown number of students

9:00a - 3:00p Normal Infinite Campus Class schedule

Out-of Town group's asynchronous days

Wednesday and Thursday Cohort 2 (out-of town) Unknown number of students

9:00a - 3:00p Normal Infinite Campus Class schedule

In-town group's asynchronous days

Friday - **BUILDING IS DEEP CLEANED**

Cohort 1 and 2 asynchronous days - Online learning

8:00a - 9:00a Prep

9:00a - 10:00a All staff online meeting/PD training

10:00a - 11:00a Online grade level meetings (PLC) for tier 2 and 3 students

11:00a - 12:00p Class Advisories (Check and Connect)

12:00p - 12:35p Lunch

12:35p - 3:00p Parent and student contact (Check and Connect)/Small group and/or individual meetings; Tutoring sessions

Saturday - **BUILDING IS DEEP CLEANED**

- Cohort 1 will have asynchronous learning every Wednesday and Thursday.
- Cohort 2 will have asynchronous learning every Monday and Tuesday.
- Both groups will have asynchronous learning on Fridays with the opportunity to schedule appointments to meet with individual teachers for further assistance.

-
- Teachers will be available for individual instruction and small group learning after school Monday through Friday.
 - Counselors and paraprofessionals will call and be working closely with at-risk students and students who are reluctant to participate in their online learning.

DAILY SCHEDULE

[BMS Daily Bell Schedule](#)

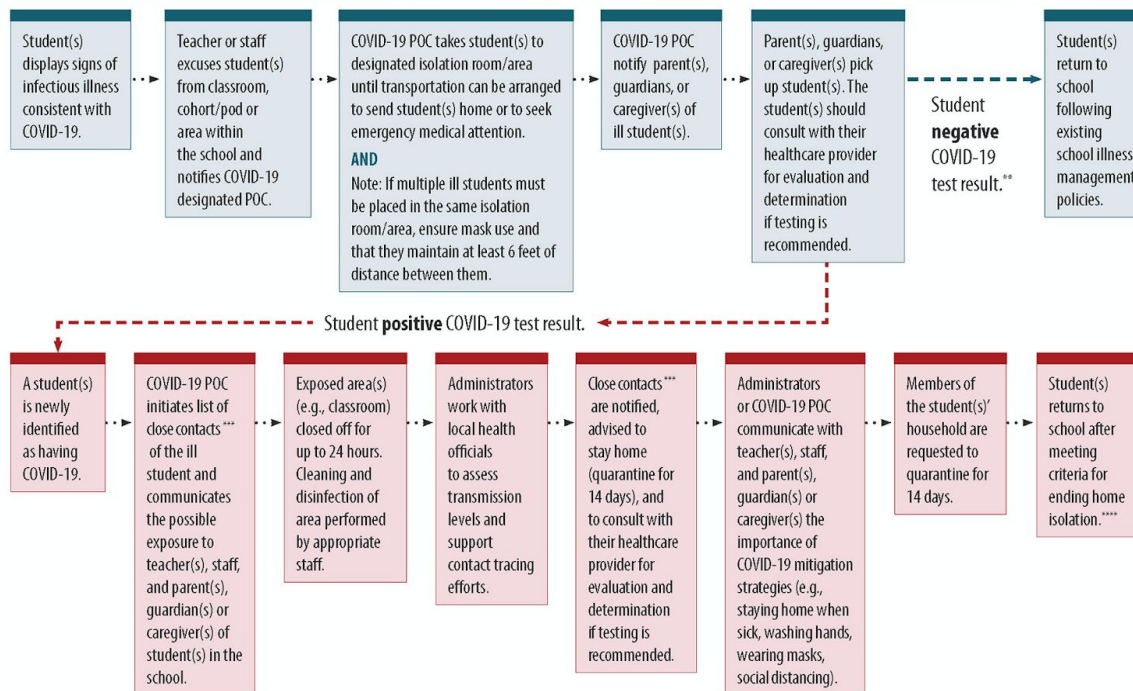
Safety Protocols:

Arrivals and Departures

- Bus drop offs will begin at 8:30 until 8:55 with 3 to 5 minutes in between and BMS will be picked up at 3:15pm after school.
- Bus students will be temperature checked upon entry to the bus
- Students dropped off at BMS are temperature checked at the door
- Grab breakfast in the cafeteria. Drop off your coat and pick up your iPad and supplies in your last period class. Then go to your 1st period classroom to eat. Do not congregate in the hallways.
- New main entrance will be used for arrivals and departures. The gym will be utilized when necessary to ensure students have a place to wait during cold weather. Students will observe all safety protocols (masked, socially distanced, etc.) and monitored from this area of the school. All students will be supervised by teaching staff and TA's during arrival and departure times.
- Students will be released one class at a time. Leave your iPad and supplies in your last period class, and go directly to the bus lane. Do not congregate in the hallways.
- Arrival and departure times will be staggered to prevent large groups arriving/leaving at the same time.

We encourage all parents, students and staff to monitor their health before coming to school - if they have a fever, don't feel well, or are experiencing any COVID or Flu-like symptoms they should not come to school.

WHAT TO DO IF A STUDENT BECOMES SICK AT SCHOOL OR REPORTS A NEW COVID-19 DIAGNOSIS*



CS 131662 A - August 31, 2020 1:11 PM

Note: COVID-19 POC = the designated point of contact (a staff person that is responsible for responding to COVID-19 concerns, such as a nurse)

* Scenario based on geographic area with community transmission of SARS-COV-2 the virus that causes COVID-19.

** With no known close contact

*** Close contact is defined as someone who was within 6 feet for a total of 15 minutes or more within 2 days prior to illness onset, regardless of whether the contact was wearing a mask.

**** Student can end home isolation after meeting all of the following three criteria: at least 10 days since symptoms appeared, at least 24 hours with no fever-reducing medication, and symptoms have improved.

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Staff:

- The school will have identified areas of 6 feet for social distancing. Staff will utilize these markers when moving about the building.
- Staff and students are assigned restrooms to use in areas closest to their classrooms.
 - Protocols on the number of students to be determined. Each restroom has a capacity of 2 after taping off every other stall per BPS Covid Pandemic Safety Plan.
 - Individual thermometers, hand sanitizers and wipes will be in each classroom. Teachers and students are responsible for cleaning their desks.
- Sub Plan
 - Utilize current staff (buddy system) or TA's to cover teacher absences during hybrid schedules. Use the BPS sub list once students return for blended learning.

Students:

- will maintain 6 feet distance from each other and teacher in hallways and classrooms
- will be screened for temperature by classroom teacher only when necessary
- must wear masks the entire time they enter the school.
- will be monitored when exiting and entering to and from classrooms to ensure safety protocols are being maintained.
- will be supervised at all times upon entering and leaving the school.
- breakfast (Grab-n-Go) and lunch will be served in each grade level pod and eaten in classrooms. Specials and SpEd will utilize the cafeteria for meals **TBD**

Building

- Floors clearly marked for social distancing
- Safety posters have been made that address:
 - expectation for remaining in designated areas.
 - Staff and students role in disinfecting the school.
 - morning COVID Safety routines for staff
 - entering/exiting the building
 - masks wearing
 - social distancing during recesses and hallways
 - students entering and exiting daily
 - visitors who enter and request students
- Hand sanitizing stations outside of each classroom
- A HEPA purification system is in the new air handler units
 - UV lights being installed in the air handler to kill the virus as well
- All regular water fountains have been covered, Only the water dispenser type fountains can be used
- Safety room in place for staff or students who become symptomatic. This room is in proximity to the nurses station and an easy exit out of the building.

Browning High School: Phase 2 Schedule

BHS will provide instruction in a block schedule using “Odd” and “Even” days. **Cohort 1** will be composed of In Town students (determined by district guidelines), **Cohort 2** is composed of Out of Town students (determined by district guidelines), **Distance Learning Cohort** is composed of those students who opt to stay online at home.

The period will begin with a **Bell Ringer** activity (5 min) that will be used for attendance. Next, there will be a 40 minute **Direct Video Instruction** that will move into support where students can ask questions, interact with the teacher and/or other students through video conferencing and chat, for the remaining 20minutes. Last, the **Exit Ticket (10 minutes)** will be given and will drive next day instruction. Focus Wall (Essential Question, Objective, Bell Ringer, Exit Ticket) will be up to date and apparent in google classroom. Advisory classes continue with (but not limited to) Societies, DESSA, GEARUP, and relationship building.

During office hours, in the mornings and Fridays, students may have the option of meeting with teachers and counselors one on one in the building per COVID guidelines. Students will also have a guaranteed option to meet online in a one on one, small group, or tutoring session by signing up for a timeslot in designated office hours.

A standard week will be composed of the following schedule:

	In School Cohort	At home/online Cohort	8:00 - 9:00	9:00 - 10:15	10:25 - 11:40	11:40 - 12:25	12:25 - 1:40	1:50 - 3:05	3:05 - 4:00
M:	Cohort 1	Cohort 2	Office Hours/ Meetings	Adv	2nd	Lunch	4th	6th	Office Hours/ Meetings
T:	Cohort 1	Cohort 2	Office Hours/ Meetings	1st	3rd	Lunch	5th	7th	Office Hours/ Meetings
W:	Cohort 2	Cohort 1	Office Hours/ Meetings	Adv	2nd	Lunch	4th	6th	3:30-5:00 All Staff PD
R:	Cohort 2	Cohort 1	Teacher Prep Period	1st	3rd	Lunch	5th	7th	Office Hours/ Meetings

F	Both Cohorts Online	1st 8:30-9:10	2nd 9:15-9:55	3rd 10:00-10:40	4th 10:45-11:30	Lunch 11:30-12:10	5th 12:15-12:55	6th 1:00-1:40	7th 1:45-2:25	Office 2:30-3:00
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If the **week** only has **4 days**, remove the **Friday office hours** day and shift either the beginning or the end of the week accordingly.

If the **week** only has **3 days**, remove **one odd** and **one even** day.

If the **week** only has **2 days**, remove an **odd, even, and the office hour** day.

As these weeks arise staff and students will be notified via email. Community will be notified via BPS Facebook page.

Schedule Guide

Cohort 1 (In Town students) M/T in school, W/Th/F at home

Cohort 2 (Out of Town Students) W/Th in school, M/T/F at home

Distance Learning option- M/T/W/Th/F at home

Engagement Strategies for Distance Learners:

Utilize the chat, padlet, google suite, wait time, presentation mode often during synchronous and asynchronous time

Synchronous Time first 45 minutes (I do and we do)

Asynchronous Time 20 minutes (you do)

Synchronous Time for Exit Ticket last 10 minutes (wrap up)

Safety and Health Protocols

We encourage all parents, students and staff to monitor their health before coming to school-if they have a fever, don't feel well and are experiencing any COVID or Flu symptoms they should not come to school.

Signage will be posted around the school

Masks worn at all times

Our campus will be a closed campus

Temperature checks for everyone entering the building -facial temperature station. Staff members will monitor each station (front entrance and south entrance for morning drop off. Main entrance will be used from 8:30-5:00pm)

Temperature stations at Front entrance and South entrance. The south entrance will be open from 8:30- 9:00am only.

Cafeteria

Breakfast will be grab and go

Lunch will be in the cafeteria and will have seating spaced 6 ft apart

Extra tables will be set up to allow for social distancing

Sanitizing stations will be set up in the cafeteria

Classroom:

Teachers and students are responsible for cleaning their desks. Sanitizer and Clorox wipes will be available.

Each hallway will have sanitation stations with hand sanitizer, masks, and gloves.

Each classroom will have a HEPA purification system

Instruction will be provided with the teacher at front of class 6 feet away from students. Student desks/tables will face forward and students will be 6 ft apart from each other.

Staffing

For those staff needing coverage for their classrooms, we will adjust buddy teachers and or extra staff to monitor while the teacher teaches online.

Bathrooms

Each classroom will have a bathroom they will utilize, they will inform students.

Bathrooms will be cleaned ongoing throughout the day after each transition with a sign in sheet to inform when it was last cleaned.

COVID room (to be identified)

Any individual being notified of a positive test, or exposure will transition to this room until a ride is available.

Room will be disinfected and contact tracing will start.

Signage

Expectations for designated areas

Mask Wearing

Hand Washing directions

Sanitation stations

Log of visitors

Procedures for Breakfast and Lunch and Dismissal

Procedure for entering building for visitors, parents staff and students

Hand Sanitizing and desk washing in the classroom

Contract Tracing

If a staff member, parent or student is positive for COVID-19 or has been exposed and have been in the building, they must inform the principal/designee.

Principal or designee will assess if the student/staff/parent is currently in the building and get them to the COVID room, or have them leave and call them.

Questions will be asked as to where they were in the building and who they were around, when did they test positive-who informed them, and who were they exposed to and who informed them. Principal/designee will inform the district COVID committee and superintendent and HR for further direction.

If a decision to shut down a portion of the building or entire building is made, a robo call, email, and phone calls will be made with permission of the superintendent.

Buffalo Hide Academy

Scenario 2 - Blended Model

Weekly Schedule

Mondays and Tuesdays:

- Group 1 (In-town): In building / ~30 students
- Time: 8am - 3pm
- Group 2 (Out-of-town): At home / ~30 students will be working asynchronously along with a 10:30am Google Meet

Wednesdays/Thursdays:

- Group 2 (Out-of-town) In building / ~30 students
- Time: 8am - 3pm
- Group 1 (In-town): At home / ~30 students will be working asynchronously along with a 10:30am Google Meet

Fridays (Deep clean of building):

- All students will be working from home with our regular “distance learning” schedule for the day.

Meetings:

- Mondays at 9am
- Wednesdays at 3:45pm
- SLT will meet every other Thursday at 4pm
- Senior meetings will be held every Wednesday at 3pm

Safety Protocols and Procedures

Temperature Checks:

- Students will have their temperature checked before they arrive at school. If running a temperature **OR** showing any signs of symptoms, student will stay home.

Classrooms:

- The three big classrooms will be the **ONLY** rooms available for students to work in.
- 10-12 students maximum per classroom.
- Assigned seating with one student/desk, with 6+ feet distance between desks.
- PPE will be provided and worn at all times.

Entrances:

- Each of the three classrooms have their own entrances and will only be used by students assigned to that classroom.

Bathrooms:

- Only one student allowed in bathroom at a time.
- Bathroom passes must be used.

Hallways:

- Because there are separate entrances to each of the assigned classrooms, students will only be allowed in hallways when using the bathroom.

Babb Elementary

Scenario 2 - Blended Model

Scenario 2:

The Blended Learning Model is intended to reduce the number of students at the school to practice social distancing.

Academic Programing:

- **Monday/Tuesday Cohort 1:** Limited class sizes (Grades 1 & 2; Grades 3 & 4)
- **Wednesday:** No school, PD/Staff Meetings, Prepare Remote Learning Packets, Specials
- **Thursday/Friday Cohort 2:** Limited class sizes (Grades K; Grades 5 & 6)
- **On-Campus Instructional Days:** (2 days/week) Students participate in a full school day schedule of Core program instruction including specials.
- **Remote Learning Days:** (3 days/week) Students participate by completing assignments and activities that reinforce the on-campus instruction.

	Monday & Tuesday 9:00 AM - 3:00 PM Cohort 1	Friday	Wednesday & Thursday 9:00 AM - 3:00 PM Cohort 2
Mrs. Powell	1st & 2nd grade 9 students	PD/Staff Meetings, Prepare Remote Learning Packets, Specials	Kindergarten 5 students
Mrs. Augare	3rd & 4th grade 9 students	PD/Staff Meetings, Prepare Remote Learning Packets, Specials	5th & 6th grade 8 students
Total students/staff in building:	18 students 7 staff		13 students 7 staff
NOTE: When students are not in a class, they will be required to finish work that they started/learned in class. These packets must be completed by the start of their next class.			

Everyday and Friday Evening - Sunday: Deep cleaning.

Safety Protocols and Procedures

Temperature Checks:

- Bus students will have their temperatures checked as they get on the bus. If they are running a temperature they will not be allowed on the bus.
- All other students will have their temperature checked at the front door when they arrive at school. If running a temperature **OR** showing any signs of symptoms, student will be sent home.

Classrooms:

- Rooms 102, 119, Library, and Special needs will be the **ONLY** rooms available for students to work in.
- 10-12 students maximum per classroom.
- Assigned seating with one student/desk, or two students/table with 6+ feet distance between desks.
- PPE will be provided and worn at all times.
- Plexiglass around the teacher desks.

Seating Charts:

- Teachers will create seating charts for students in Cohort 1 and Cohort 2. Students who are scheduled to attend on Monday/Tuesdays Cohort 1 should sit in the same seat on both days, and the same for those students who attend on the Thursday/Friday Cohort 2. It will be necessary for students to sit in their assigned seats on the days that they are in attendance as these seating charts will become critical should there be any contact tracing that needs to occur within our building.

Gym:

- Students will be able to use the gym for PE instruction and assigned recess time. If equipment is used, it will be disinfected before the next student/class comes in to use it.

Entrances:

- Bus students enter through the north entrance and all other students enter through the front doors.

Bathrooms:

- K-2 students will use the bathrooms in their classroom.
- 3-6 students will use the bathrooms in the hallway. Only one student allowed in bathroom at a time.

-
- Staff will use one of the designated locker room bathrooms.
 - Bathrooms will be cleaned multiple times during the day.

Hallways:

- Transitions will be staggered throughout the day so that only one class at a time will be in the hallway. Students will maintain 6ft distance or within reasonable distance to keep students apart.

Cafeteria:

- There will be two separate lunch times. One classroom will be in the cafeteria at a time. Students will be released one by one to the cafeteria after properly washing their hands in the classroom. Once in the cafeteria, students will be seated in assigned seats that will allow for social distancing. One class will have their lunch from 11:30-12:05. The other class will have their lunch from 12:20-12:55. This will allow for cleaning between classes.

Dismissal:

- There will be two dismissal times, 3:00 and 3:15. Bus students will be released at 3:00 utilizing a staggered process to limit the number of students in the hallway. Other students will be released in the same manner at 3:15.

Glendale / Big Sky Scenario 2 Hybrid Schedule 2020-21

Monday - Thursday

8 - 3:30 Normal Class schedule

- Glendale: 17 total students and 1 teacher and 1 assistant teacher
- Big Sky: 28 total students and 1 teacher and 1 assistant teacher
- Everyone will wear a mask with a minimum of 3ft distance between students if 6 ft is unattainable.
- Hand sanitizer and mask will be provided.
- Movement within the classroom will go one direction. Students will remain seated until given permission to avoid any congregating.
- Plexiglass around teacher desk
- Students and staff will use separate restrooms

Friday

Students will do asynchronous learning with the German teacher.

8 - 9 Prep

9 - 12 Grading and Packets

12 - 12:45 Lunch

12:45-3:00 Parent and student contact (Check and Connect)

12:45-3:00 Deep cleaning

- All students will have asynchronous learning on Fridays with the German teacher to till noon.
- Students will continue asynchronous learning from home until 2:30 p.m.
- Friday morning the teachers will be preparing packets if needed and grading papers.
- Friday afternoon teachers will be reaching out to students and parents over the phone.
- Wednesday staff PD meeting after school.

Sunday: (BUILDING IS DEEP CLEANED)

We encourage all parents, students and staff to monitor their health before coming to school - if they have a fever, don't feel well, or are experiencing any COVID or Flu-like symptoms they should not come to school.

Staff:

- The school will have identified areas of 6 feet for social distancing. Staff will utilize these markers when moving about the building.
- Staff and students are assigned restrooms to use in areas closest to their classrooms.
 - Protocols on the number of students to be determined. Each restroom has a capacity of 1 after taping off every other stall per BPS Covid Pandemic Safety Plan.
 - Individual thermometers, hand sanitizers and wipes will be in each classroom. Teachers and students are responsible for cleaning their desks.
- Sub Plan
 - Utilize current staff (buddy system) or TA's to cover teacher absences during hybrid schedules. Use the BPS sub list once students return for blended learning.

Students:

- will maintain 3 feet distance if 6 feet distance from each other and teacher in hallways and classrooms is unobtainable
- will be screened for temperature by classroom teacher only when necessary
- must wear masks the entire time they enter the school.
- will be monitored when exiting and entering to and from classrooms to ensure safety protocols are being maintained.
- will be supervised at all times upon entering and leaving the school.

COVID DISCIPLINE PLAN

Mask- Per teacher discretion students not properly wearing their mask will result in disciplinary action according to the process below:

- 1) Referral to the office
- 2) Verbal warning by administration/ classroom teacher
- 3) Phone call home to parent/guardian letting the family know if this type of infraction happens again, it will result in removal from blended learning and back to remote learning for the remainder of the day.

Building

- Floors clearly marked for social distancing
- Safety posters have been made that address:
 - expectation for remaining in designated areas.

-
- Staff and students role in disinfecting the school.
 - morning COVID Safety routines for staff
 - entering/exiting the building
 - masks wearing
 - social distancing during recesses and hallways
 - students entering and exiting daily
 - visitors who enter and request students
 - Hand sanitizing stations outside of each classroom
 - A HEPA purification system is in the new air handler units



Special Services COVID-19 Plan Phase 2

Services for students with disability: The District has implemented the following strategies to ensure that each student who is on an IEP continue to receive the educational and related services to make progress towards their individual goals. The strategies identified below are customized and differentiated to meet the individual needs of each IDEA students.

- The District is continuing to providing a Free and Appropriate Education for students with disabilities.
- The District will continue conducting IDEA meetings virtually utilizing Google Meet, phone conferences and email and continuing to comply with CDC Guidelines, State Guidelines and/or local health guidelines;
- Special Education Certified and Classified Staff will be on-site (at school) or teleworking (off-site), following district policy providing instruction to students through the following mechanism:
 - On-line support
 - One on one face to face and small group instruction as permitted
 - Google Meeting and Google Classroom video conferencing
 - Phone conference calls
 - Hard copy packets of materials that can be dropped off at perspective buildings
 - Utilization of specific curriculums and links that support learners with disabilities

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- In order to maintain consistency in providing services, Special Educators will:
 - maintain and follow a daily schedule to plan lessons, complete grading tasks, correct and give feedback on daily assignments
 - have daily contact with students and /or guardians through video chats, phone calls and emails. These contacts will be logged in Infinite Campus, under the Special Education phone log tab. These contacts will focus on answering questions about assignments, discussing educational concerns and giving feedback on completed assignments and supporting students as needed
 - complete annual Individual Educational Plan's and conduct meetings
 - complete ongoing Evaluation Reports and conduct meetings
 - meet weekly with the director of Special Services via Google Meet or in person, using socially distancing and PPE's, to discuss the current status of Evaluation Reports and Individual Education Plan's
 - Follow each specific building COVID procedures they have in place

 - In order to maintain the continuation of Speech Services, Speech Pathologist and Speech Pathology Assistants will:
 - complete annual Individual Educational Plan's and conduct meetings
 - complete ongoing Evaluation Reports and conduct meetings
 - have weekly contact with students and /or guardians through video chats, phone calls and emails to check on progress and provide support in the area of speech. These contacts will be logged in Infinite Campus, under the Special Education phone log tab.
 - meet weekly with the director of Special Services via Google Meet or in person, using social distancing and PPE's, to discuss the current status of Evaluation Reports and Individual Education Plans
 - Follow each specific building COVID procedures they have in place

 - In order to maintain the consistency of programming Special Educators and Classified team members will:
 - maintain a daily schedule that consists of being in contact with the building supervisor, Director of Special Services, academic and instructional contact with students and /or guardians, complete paperwork and provide feedback to students.

o Follow each specific building COVID procedures they have in place

- Transportation will be provided for students that require the use of the alternate transportation, that is documented in their Individual Education Plan. Social distancing and PPE's will be utilized during transport.

- Staff that work from the Special Education Office will practice social distancing, wear PPE's, use hand sanitizer upon entering and exiting the building.



BPS BUS SCHEDULES BLENDED LEARNING

OUT OF TOWN + FLAT IRON	#'s	IN TOWN	#'s
<u>Boarding school housing /Bearpaw</u>	<u>84</u>	<u>Deathrow/Mountain View/Horsheshoe Loop/Govt. square/Nurse cook rd.</u>	<u>73</u>
<u>Starwest</u>	<u>35</u>	<u>Easter Egg homes/Old Low rent</u>	<u>63</u>
<u>Babb/Pontricina</u>	<u>29</u>	<u>Legion Apartments</u>	<u>24</u>
<u>East Glacier</u>	<u>16</u>	<u>Femaville</u>	<u>53</u>
<u>Old Agency</u>	<u>57</u>	<u>Northwest Boundary</u>	<u>37</u>
<u>Blackfoot</u>	<u>52</u>	<u>South Browning/Chinatown/ Knotslanding/1400 block/Depot Coulee</u>	<u>81</u>
<u>Little Badger</u>	<u>30</u>	<u>North EAST boundary streets</u>	<u>26</u>
<u>Cutbank Creek</u>	<u>26</u>	<u>Glacier homes NORTH/Vet homes by skatepark/Teletubby/BCC/Teacher Court</u>	<u>97</u>
<u>Durham</u>	<u>61</u>	<u>Glacier heights/Last Star</u>	<u>82</u>
<u>Two Medicine</u>		<u>23 Collegehomes/Glacier homes/ SOUTH/Log homes</u>	<u>74</u>
<u>Boarding DORM</u>	<u>42</u>	<u>Moccasin Flat/Lowrent-600 and 700 block/Trico Homes</u>	<u>74</u>
<u>Star School Community</u>	<u>27</u>		
TOTAL:	456	TOTAL:	637
ADD FLATIRON	80		
TOTAL:	536		

TEMPERATURES WILL BE TAKEN UPON ENTERING THE BUS IN THE A.M.

DROP OFF STARTING AT: 8:30 - 8:55AM, W/ 3 - 5 MINUTES BETWEEN BUS DROP OFFS

RELEASE TIMES FOR AFTER SCHOOL: 3:00 KW/VC 3:07 BES 3:10 NAPI

RELEASE TIMES FOR AFTER SCHOOL AT BMS: 3:15PM

RELEASE TIMES FOR AFTER SCHOOL AT BHS: 3:30PM

IF YOUNGER STUDENTS NEED TO USE RESTROOM AT THIS TIME BEFORE ROUTES START THEY CAN USE IT AT THE BHS. BUT IT WOULD BE HELPFUL IF TEACHERS CAN TAKE CARE OF THIS BEFORE BUS TIME.

BLENDING LEARNING NUMBERS

Elementary Pre Kindergarten-5th grade

KW/Vina Campus

Grade Level: Pre K

Number of classroom teachers working remotely: 3

Number of classroom teachers working on campus: 0

Number of students attending remotely: 20

Number of students attending on campus: 19

Grade Level: Kindergarten

Number of teachers working remotely: 2

Number of teachers working on campus: 7

Number of students attending remotely: 50

Number of students attending on campus: 42

Undecided 1 No response 43

Grade Level: 1st

Number of teachers working remotely: 2

Number of teachers working on campus: 6

Number of students attending remotely: 68

Number of students attending on campus: 48

Undecided 9 No response 32

Overall Specials/Elective Teachers working remotely: 2

Overall Specials/Elective Teachers working on campus: 4

Overall Non Teaching Staff 1 R 1 C

Number of counselors working remotely: 0

Number of counselors working on campus: 2

Number of Instructional Coaches working remotely: 1

Number of Instructional Coaches working on campus: 1

Number certified SpEd staff working remotely: 0

Number of certified SpEd staff working on campus: 2

Number of classified SpEd staff working remotely: 1

Number of classified SpEd staff working on campus: 5

Number of T.A.'s working remotely: 0

Number of T.A.'s working on campus: 7

Browning Elementary

Grade Level: 2nd grade

Number of teachers working remotely: 5

Number of teachers working on campus: 3

Number of students attending remotely: 62
Number of students attending on campus: 47

Grade Level: 3rd grade
Number of teachers working remotely: 4
Number of teachers working on campus: 4
Number of students attending remotely: 45
Number of students attending on campus: 25

Overall Specials/Elective teachers working remotely: 2
Overall Specials/Elective teachers working on campus: 3

Overall Non Teaching Staff
Number of counselors working remotely: 0
Number of counselors working on campus: 1
Number of Instructional Coaches working remotely: 0
Number of Instructional Coaches working on campus: 2

Number certified SpEd staff working remotely: 1
Number of certified SpEd staff working on campus: 0
Number of classified SpEd staff working remotely: 0
Number of classified SpEd staff working on campus:
Number of T.A.'s working remotely: 2
Number of T.A.'s working on campus: 2

Napi Elementary

Grade Level: 4th grade
Number of teachers working remotely: 4
Number of teachers working on campus: 4
Number of students attending remotely:
Number of students attending on campus:

Grade Level: 5th grade
Number of teachers working remotely: 3
Number of teachers working on campus: 4
Number of students attending remotely:
Number of students attending on campus:

Overall Specials/Elective teachers working remotely: 2
Overall Specials/Elective teachers working on campus: 3

Overall Non Teaching Staff
Number of counselors working remotely: 2
Number of counselors working on campus: 0

Number of Instructional Coaches working remotely:0
 Number of Instructional Coaches working on campus:2

Number certified SpEd staff working remotely: 2
 Number of certified SpEd staff working on campus: 0
 Number of classified SpEd staff working remotely: 2
 Number of classified SpEd staff working on campus: 3
 Number of T.A.'s working remotely: 2
 Number of T.A.'s working on campus: 4
 Number of Office Staff working remotely: 1
 Number of Office Staff working on campus: 1
 Number of Custodians working remotely: 0
 Number of Custodians working on campus: 3

Number of Principals working on remotely: 0
 Number of Principas working on campus: 2

Babb Elementary

Grade Level: K-6

Number of teachers working remotely:0
 Number of teachers working on campus:2
 Number of students attending remotely:11
 Number of students attending on campus:20

Number of T.A.'s working remotely:1
 Number of T.A.'s working on campus:2

Secondary grades 6-12

BROWNING MIDDLE SCHOOL

Grade Level: 6th grade

Number of teachers working remotely: 5
 Number of teachers working on campus: 2
 Number of students attending remotely: 62
 Number of students attending on campus: 36
 Undecided: 27
 No phone: 10
 No answer: 12

Grade Level: 7th grade

Number of teachers working remotely: 6
 Number of teachers working on campus: 0
 Number of students attending remotely: 55

Number of students attending on campus: 31
No Answer : 42
Undecided: 7
Left message: 11
No longer in the district: 1

Grade Level: 8th grade

Number of teachers working remotely: 3
Number of teachers working on campus: 3
Number of students attending remotely: 79
Number of students attending on campus: 35
No Answer: 15
Not enrolled: 10

Number of Electives teachers working remotely: 7
Number of Electives teachers working on campus: 3

Overall Non Teaching Staff

Number of counselors working remotely: 1
Number of counselors working on campus: 2

Dean of Students
Working Remotely: 1

Number of Instructional Coaches working remotely: 1
Number of Instructional Coaches working on campus: 1

Number certified SpEd staff working remotely: 1
Number of certified SpEd staff working on campus: 2
Number of classified SpEd staff working remotely: 2
Number of classified SpEd staff working on campus: 2
Number of T.A.'s working remotely: 1
Number of T.A.'s working on campus: 2
Unknown: 1

Nurses
Number of Nurses working remotely: 0
Number of Nurses working on campus: 2

GEAR-UP
Number of GEAR-UP staff working remotely: 0
Number of GEAR-UP staff working on campus: 2

(BHS Administration: Feel free to adjust this as needed, I thought maybe going grades 9-10 & 11-12 might be the most efficient way to get this data but if your are using a different system please continue to use that system as long as the data is accurate)

Browning High School

Grade Level: 9-12

Number of teachers working remotely:

Number of teachers working on campus:

Number of students attending remotely:

Number of students attending on campus:

Grade Level: Electives

Number of teachers working remotely:

Number of teachers working on campus:

Overall Non Teaching Staff

Number of counselors working remotely:

Number of counselors working on campus:5

Number of Instructional Coaches working remotely:2

Number of Instructional Coaches working on campus:

Number of Program Staff working remotely:

Number of Program Staff working remotely on campus:5

Number certified SpEd staff working remotely:0

Number of certified SpEd staff working on campus:3

Number of classified SpEd staff working remotely:

Number of classified SpEd staff working on campus:

Number of T.A.'s working remotely:

Number of T.A.'s working on campus:2

Buffalo Hide Academy

Grade Level: 10-12

Number of teachers working remotely:

Number of teachers working on campus:

Number of students attending remotely:

Number of students attending on campus:

Number of T.A.'s working remotely:

Number of T.A.'s working on campus:

Colony Schools

Grade Level: K-8

Number of teachers working remotely:1

Number of teachers working on campus:1

Number of students attending remotely:0
Number of students attending on campus:45

Number of T.A.'s working remotely:0
Number of T.A.'s working on campus:1