

# DRAFT

## Rubric for Opening Choteau Public Schools

This guidance document serves as a framework for opening Choteau Schools in a healthy and safe manner, relative to the phase or level of COVID-19 spread we are experiencing at the state and local level. The components of this plan will remain flexible and adaptable to the potential changes within each step. Therefore, this document will be updated regularly as new information becomes available and/or additional requirements are requested of the Choteau Schools.

Topic	(Lockdown)	PHASE I	PHASE IIA (COHORT MODEL)	PHASE IIB	PHASE III
<b>Grouping &amp; Scheduling</b>	Schedule will remain the same; however, all instruction will be online	Distance Learning will be the norm; however, at-risks students will be able to receive in-person instruction as designed on an individual basis	<p><b>Elem</b> Students will be divided into A and B sections with approximately 50% of the student body in the building each day. Section A would attend school on Monday and Wednesday and Section B would attend on Tuesday and Thursday. Fridays would be used for at-risk students and teacher collaboration/preparation. Elementary students might remain in their classroom with specials being presented based on specific plans to maintain physical distancing. This schedule is designed to limit large gatherings or multiple groups from utilizing the Library, Gym, Cafeteria and the same areas of the Playground.</p> <p><b>JH/HS</b> Students will be divided into A and B sections with approximately 50% of the student body in the building each day. Section A would attend school on Monday and Wednesday and Section B would attend on Tuesday and Thursday. Fridays would be used for at-risk students and teacher collaboration/preparation. Large group gatherings will be mitigated with physical distancing, masks or eliminated. Arrival, departure and passing periods will be closely monitored and students will enter the school and go directly to their first period class.</p>	<p><b>Elem</b> Elementary students will remain in their classroom with specials either coming into the room or moving the students to a different area that has been sanitized. The schedule is designed to limit large gatherings or multiple groups from utilizing indoor portions of the facility (i.e.: Library, Gym, Cafeteria).</p> <p><b>JH/HS</b> JH/HS students are all in school and follow their regular seven period day schedule. Staggered passing periods are used to minimize number of students in the hallways by 50%. Lockers, while assigned, will be used in a limited capacity to promote physical distancing. Backpacks will be required to carry learning materials; locker space use for special equipment or on as needed basis. Large group gatherings will be mitigated with physical distancing, masks or eliminated. Arrival, departure and passing periods will be closely monitored and students will enter the school and go directly to their first period class.</p>	<p><b>Elem</b> Elementary students will begin moving as per pre-COVID-19 conditions (increased handwashing and large group activities will be limited)</p> <p><b>JH/HS</b> Students will have a regular schedule. Large Group gatherings will be mitigated with physical distancing, masks or eliminated</p>
<b>Physical Distancing</b>	N/A	Distance Learning will be the norm; however, struggling student will be able to receive in-person instruction as designed on an individual basis	Physical Distancing of students and staff will occur to the degree necessary for the activity, event and location. In most classrooms 3-6 feet is achievable and will be observed. The wearing of masks will be required in some settings, especially where optimal physical distancing cannot occur (i. e.: on school buses, in hallways, at arrival and dismissal). Hallways will be marked for directional traffic flow and some offices will have transparent barriers for student and staff protection. Lockers, while assigned, will be used in a limited capacity to promote physical distancing. Backpacks will be required to carry learning materials; locker space use for special equipment or on as needed basis.	<b>Same as Step IIA</b>	Only large group gatherings will be mitigated with physical distancing, masks or eliminated

<b>Face Coverings</b>	N/A	Face Coverings will be required for those entering district buildings	<p>There will be specific instances where masks or cloth face coverings may be required. All staff, visitors and students must wear a cloth face covering during arrival, dismissal, in hallways, and in common areas.</p> <p>Face coverings may also be required when in the presence of a known health compromised student or staff member</p> <p>All masks and cloth face coverings must be school appropriate.</p>	<b>Same as Step IIA</b>	Face coverings will only be required when in the presence of a known health compromised student or staff member
<b>Health Screening</b>	N/A	Masking, distancing and limited attendance will make screening unnecessary	<p>Choteau School District personnel will guarantee that they are personally responsible on a daily basis to monitor their own health and potential COVID-19 exposure. If staff members are symptomatic or if they have been in close contact with a COVID positive individual, they must report that information to their supervisor and stay home until they have been cleared to return to work by a health official.</p> <p>Students and parents will be asked to monitor for COVID-19 symptoms and potential exposure. If a student exhibits symptoms or has been exposed, then they must stay home from school. They may not return to school until they have been cleared to return to school by a health care official or become symptom free.</p> <p>If a student exhibits symptoms at school, they will be isolated until a parent can be notified to pick the student up.</p>	<b>Same as Step IIA</b>	<b>Same as Step IIA</b>
<b>Testing for COVID-19</b>	N/A	N/A	<p>Choteau Public School District will encourage staff that show COVID-19 symptoms to be tested whenever those symptoms appear.</p> <p>Parents are encouraged to do the same for their children.</p>	<b>Same as Step IIA</b>	<b>Same as Step IIA</b>
<b>Busing</b>	No Busing will occur	No Busing will occur	<p>Parents are encouraged to transport students whenever it is feasible to do so.</p> <p>On the Bus: (ONLY ELIGIBLE RIDERS)</p> <ul style="list-style-type: none"> <li>- Students will be assigned seats with no more than one student per seat (exception: Family groups of students will be assigned to sit together)</li> <li>- Masks will be worn by students on school buses when appropriate spacing is not available</li> <li>- Windows will be open to provide ventilation when feasible</li> <li>- Students will use hand sanitizer as they enter the bus</li> <li>- Sanitation of seats and handrails will occur between morning and afternoon routes</li> </ul>	<b>Same as Step IIA</b>	Buses will run as normal; however, masking might be required
<b>Hallways / Lockers</b>	N/A	Any student in the facility will bring their materials with them and no lockers will be used	<p>Lockers will be off limits for students congregating. Students will need to bring backpacks into the classroom with materials. Lockers may be used for storage of outer clothing items, sports equipment or items needed for after school activities.</p> <p>Hallway traffic will be one way if possible otherwise clearly defined and marked flow directions will be posted.</p> <p>Routines and procedural expectations will be taught within classes to accommodate physical distancing and safe practices.</p>	<b>Same as Step IIA</b>	Students will be assigned lockers and hallway movement will be as per pre-COVID-19 conditions

<b>Playgrounds</b>	N/A	Playgrounds will be closed	<p>Elementary Recess schedules have been established to keep cohort groups of students together on the playgrounds.          Junior high students will have an outside break, weather permitting, and will be with 7th and 8th graders only.          Sanitation of playground equipment will occur on a scheduled basis.</p> <p>The playground area will be divided into zones and grade level groups will stay within their zones during recess times.</p>	<b>Same as Step IIA</b>	Recess will return to pre-COVID-19 conditions
<b>Meals / Cafeteria</b>	Meals will be available for pick up	Meals will be available for pick up	<p>Elementary Lunch          - Elementary classrooms will be on a rotational schedule where two grades each day will eat in the cafeteria          - Grades that are not eating in the cafeteria will eat in their classroom</p> <p>JH/HS Lunch          Junior high students will eat in classrooms/hallway tables/outside (weather permitting) as assigned and eat with their cohort A or B group. Junior high students lunch time begins 10 minutes before the high school student group.          High school students do have open campus for lunch should they choose. They will remain off campus until five minutes before afternoon classes begin. High School students who are eating school provided lunch will eat in the cafeteria, with appropriate social distancing. After they eat, they will remain outdoors until five minutes before the afternoon classes begin.          When high school students come in the building, they report to their afternoon class, and do not congregate in the locker bay area.</p> <p>General Information for Breakfast and Lunch:          - Students and staff will be required to wear face coverings while in line.          Meals will be prepared and ready for pickup, either in the cafeteria or in classrooms.</p>	<b>Same as Step IIA</b>	Normal Cafeteria use will return
<b>Visitors &amp; Adult Protocols</b>	Schools will be close to the public	No uninvited individuals will be allowed in the facility	<p>In order to protect our medically fragile and immunocompromised students and staff members, for the most part, schools will only be open to students and staff. The Choteau Public School District campus will allow limited access for pre-approved family members, visitors, vendors and volunteers. In order to enable contact tracing and enhance the health of the District, approved visitors will not be allowed access beyond the main office without a mask or cloth face covering.</p>	<b>Same as Step IIA</b>	Pre-approved visitors, vendors and volunteers will still be required to wear a mask or cloth face covering.

<p><b>Organized Activities / Extracurricular</b></p>	<p>N/A</p>	<p>Extracurriculars and organized activities will likely be cancelled</p>	<p>Choteau Schools will follow MHSA Guidance</p> <p>District Actions:</p> <ul style="list-style-type: none"> <li>- The District will post signs warning against COVID-19</li> <li>- The District will limit the occupancy of events to follow current State Health Officials and Teton County Health Department guidelines.</li> <li>- The District may require attendance sheets or seating charts for events to assist with contact tracing.</li> <li>- The District may require health screening for all those in attendance.</li> <li>- Face masks and coverings may be required for all those in attendance, depending on the event and venue.</li> <li>- Hand sanitizing stations will be available at events.</li> <li>- Students, faculty, staff, and approved visitors should follow the expectations of the District which promote healthy habits and reduce the potential spread of the COVID-19 virus within our community.</li> </ul>	<p><b>Same as Step IIA</b></p>	<p>The district will reduce restrictions regarding oncampus events</p>
<p><b>Educational Delivery Modes</b></p>	<p>Distance Learning will be implemented</p>	<p>Mainly distance learning; however, struggling students will still have an opportunity to interact with staff</p>	<p>Choteau Public Schools plans to offer face-to-face instruction in a Cohort model with certain modifications to meet current protocols. Additionally Choteau Public Schools also intends to offer distance learning only for those families who desire no in school instruction.</p> <ul style="list-style-type: none"> <li>- Delivery and instructional techniques may vary when compared to previous years; pending individualized plans. For example, physical education classes may spend more time outdoors</li> </ul>	<p><i>Same as Step IIA EXCEPT all students will be in the building. Cohort grouping may still be utilized to help mitigate the risk of exposure or transmission during specific times (passing periods, lunch times, etc.)</i></p>	<p>Distance learning will only be available to those students with documented health concerns</p>