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Libby Middle/High School Loggers



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Dear LMHS Families,

Welcome to the 2020-2021 school year. We remain in uncharted territory with the opening of school this year. For example, as we write this letter the administration is under a quarantine order (both have tested negative), so we are well aware of how quickly our situation can change. Even with these unexpected situations, please know that we are committed to opening school and keeping it open all year. However, we know the only way this is possible is for all of us to commit to working together. We are asking that we set aside our personal philosophical opinions about the pandemic with respect to some of the more controversial topics such as face covering and social distancing.

Currently, we are planning on opening in Phase 2, (for a description of each of the phases please see the district website). In Phase 2 students will have a regular early out schedule every day for at least the first four weeks, with limited passing times, hallway traffic patterns, and staggered release times to eliminate congestion in the halls. There will also not be any large groups such as common lunches without social distancing (all meals will be grab and go). Students will also not be allowed to use their lockers during passing, so they will need to carry backpacks to take their books and materials with them from class to class. If our school opens in Phase 1 students will not move around the building, but rather will be assigned to a cohort group for the entire day with teachers rotating from class to class for direct instruction and/or delivering virtual lessons to the students while in their homeroom. Study time is built into the schedule after each lesson for students to be able to complete their work with the assistance of the assigned teacher and paraprofessionals. If we ever need to move to Phase 0, all students will be working remotely utilizing google classrooms and virtual meetings with teachers.

We are enclosing an outline of our opening plans, but please understand that these plans can and will be adapted as we learn more about our situation. We will be meeting weekly with the staff to make any adjustments necessary to create the best learning environment for your student. If you have any questions please contact the administration. We will meet with parents and students at the beginning of each registration block in the gym to answer any questions you may have.

**August 19 High School
Registration**
9 am 9th grade
10 am 10th grade
11 am 11th grade
Noon - 12th grade

**August 20 Middle School
Registration**
9 am 7th grade
10 am 8th grade

August 24th Registration
9 am New Student and Make up
Registration

Thank you all for your willingness and patience as we work together to open our school.

Ruth Rogers
406 293 1995

Jim Germany
406 293 1913



LMHS Fall 2020 Reopening Plan

Reopening school can only happen with your help and support. Please know that the LMHS reopening plan is one that will be modified to address educational needs as they arise. LMHS staff will meet weekly to review the plan and make modifications to meet the current needs.

General Guidelines

- **Self Monitor of Health** - All students, and staff will be asked to self-monitor on a daily basis by checking their temperature every day before coming to school. Individuals should not come to work and should contact their health care provider if they have a fever or elevated temperature of 100.4 degrees or higher
 - Anyone with symptoms should
 - contact their health care provider
 - stay home until they are fever-free without the use of medication
- **Face Coverings** - face coverings will be **required** for students, faculty, staff, and visitors according to the health department and school board policies and procedures
- **Hand Washing**- Students, faculty, and staff are strongly encouraged to wash their hands and use hand sanitizer extensively
- **Drinking Fountains** -During health emergencies students will not use drinking fountains. Bottle fill stations will be open for students with personal water bottles
- **Entry/Exit** - Multiple routes will be used for entry and exit along with staggered release times to avoid congestion.
 - No Loitering in the hallways or common areas
 - Bus drop off and pick up through the front of the school
 - When students get to school, they should report to their first-period class after getting their Grab and go breakfast.
 - Morning bus drop off will be staggered to reduce congestion and students will also have a staggered release time to board busses at the end of the day to eliminate large groups of students.
 - Parents are asked to stay in their cars when dropping off/ and picking up students
- **Foot traffic** - Students and faculty will not enter a classroom until the previous occupants have exited
 - Where two doors to a classroom exist, one will be labeled as the entrance and the other as the exit
 - Directional traffic pathways that increase one-way traffic flow in buildings will be identified and posted
- **Routine Cleaning** - Practice routine cleaning of frequently touched surfaces (for example tables, doorknobs, light switches, phones, handles, desks, toilets, faucets, sinks, copiers) with household cleaners and disinfectants
 - If contamination or exposure is encountered, report it immediately to the office. Air out confined spaces
- **Remote learning** - Teachers will be ready to switch to direct instruction remotely if required by, local, state, or federal authorities
 - Faculty will ensure that students know how to access and use the tools and technologies that will allow for an easier transition to remote learning when necessary during the school year

Communication plan

LMHS will communicate with families in the following ways

- Automated phone calls with emails and or texts messages directly to parents
- Student emails
- Infinite Campus Portal updates
- Google Classroom guardian summaries with email addresses

Student communication

- Email, Morning Announcements, and the Portal/Infinite Campus
- Informational fliers displayed throughout the school
 - Stop Spread of Germs (CDC)
 - Wash Your Hands (CDC)
 - How to Safely Wear Face coverings (CDC)
 - How to protect Yourself and Others (CDC)
 - 10 things to manage COVID 19 at home (CDC)

Classroom Guidelines

- Face coverings requirement dependent on phase and social distancing, face-covering breaks will be when possible, approximately every 30 minutes
- Tri-fold clear vinyl desk partitions utilized during quiet seatwork, classroom eating, and during face-covering breaks
- Use of air purifiers and open windows for ventilation
- Classroom arrangement - Classroom furnishing is being rearranged in manners consistent with sound teaching practices to maximize the seating capacity while allowing for social distancing
- Classroom doors will remain open so that handles have limited contact
- Students will be asked to clean their desks and computers before leaving classes
- Custodians to clean and disinfect school daily
- Supplies will be provided for staff to replace when needed
- Google Classroom - utilized by all teachers - remote delivery will be practiced first few weeks of school

Classroom Instruction

- Phase 3 (Normal Day)- Traditional classroom setting with continued proactive COVID guidelines
- Phase 2 (Limited Grouping)– In-person, on-site instruction in a normal 7 period day early out schedule first 4 weeks
- Phase 1 (Cohort Groups)- Students will remain in one classroom (homeroom) and core teachers will rotate through the different classrooms to provide direct instruction. Study time after each lesson is built in for students to complete assignments with help from a designated teacher
- Phase 0 (Remote Learning) – On-Line virtual learning using Google Classroom and remote learning platforms for direct instruction (Zoom, Google Meet). in which interaction, learning and dialogue does not require any in-person meeting and are most often offered asynchronously to allow students to access learning at their convenience using Google Classroom:

Remote learning daily expectations	lessons are 10-15 minutes daily no more than 45 minutes to complete lesson and assignment per day
Scheduled weekly classes	2 class opportunities per week (live an/or recorded) <ul style="list-style-type: none">● English- Monday & Wed 8 - 10● Math- Monday & Wed 10 - 12● Arts/Music Electives- Monday & Wed 1 - 3● Social Studies- Tues & Thursday 8 - 10● Science- Tues & Thurs 10 - 12● PE/ Vocation- Tues & Thurs 1-3
Teacher Office Hours	Daily time TBA via phone, email, video chats for student help

Band/Choir

- Classroom instruction follows the same procedures as all other classroom teachers
- Playing instruments or singing will be done **outside** with social distancing until Phasing allows
- Small groups, quartets, and ensembles that are cohorted can also be utilized for instruction

Counseling/AltaCare

- Office hours for students and families scheduled by appointment only
- Counseling will be done remotely with students and families by school phone and email
- Offer resources and relevant mental health information through the school website, Facebook, or a written newsletter distributed to families
- Continue to provide referrals for families seeking outside mental health services

Health Enhancement

- Classroom instruction follows the same procedures as all other classroom teachers
- Physical activity other than stretching will be done without a face covering and social distancing
- Physical activity will be outside until inclement weather or socially distanced in the gym facilities

Lunches & Breakfast Meals

- Due to large gathering restrictions, meals will be “grab-and-go” bags and students will eat in small group gatherings spread out throughout the building or on the football field
- Social distance will be utilized during meal distribution at multiple locations
- Cafeterias have enhanced cleaning protocols

Custodian Protocol

- An extra day Custodian has been hired to help the other 3 evening custodians
- **Routine Cleaning** - Practice routine cleaning of frequently touched surfaces (for example tables, doorknobs, light switches, phones, handles, desks, toilets, faucets, sinks, copiers) with household cleaners and disinfectants
- While students are in the building restrooms and lobby and hallways will be checked/disinfected hourly
- Restroom exhaust fans in operations daily
- Hand sanitizers, soap dispensers, paper dispensers checked and replenished daily
- The building cleaned and disinfected nightly with a new electrostatic sprayer
- Each classroom is provided with Alpha-HP disinfectant, can of Lysol, and paper towels
- Custodians have a variety of other cleaner/disinfectants for the school