

# Guntown Middle School Plan for Re-Opening School

2020-2021



**Guntown  
Middle  
School**

*Home of the Tigers*

As a school and community, this pandemic has caused many unforeseen obstacles for all of us. With teamwork, we will overcome this and our students will be successful. As we bring the children back to school, we will put back in place the familiar and safe environment they are accustomed to in the school setting.



# Registration



- New students that were enrolled in another district at the close of the 2019-2020 School Year WILL have to provide Proofs of Residency.
- All students will have to have the completed Enrollment Forms for registration and those can be found online on the District Website. All students will have to have Proof of Residency. The enrollment form and proofs of residency can be emailed to [gmsregistration@leecountyschools.us](mailto:gmsregistration@leecountyschools.us).
- Students will have to declare an Enrollment Status by July 31st. Distance Learning Agreement Form can be found on the Lee County School District website under the COVID-19 Tab. Form can be emailed to [gmsregistration@leecountyschools.us](mailto:gmsregistration@leecountyschools.us) or [karen.letson@leecountyschools.us](mailto:karen.letson@leecountyschools.us).

# 2020-2021 School Calendar



## Fall Semester (1st Semester)

- Aug. 3-5th - Teacher Professional Development Days
- Aug. 6th - Students' First Day • Sept. 7th - Labor Day Holiday
- Oct. 9th - 1st Nine Weeks Ends (Deadline for changing Enrollment Status)
- Oct. 12th - Columbus Day Holiday
- Oct. 13th - Pro. Dev. Day (Teachers Only) • Oct. 15th - 1st Nine Weeks Report Cards
- Nov. 23-27th - Thanksgiving Holidays
- Dec. 17th - 1st Semester Exams Begin • Dec. 18th - 1st Semester Exams End (60% Day) (Deadline for Changing Enrollment Status)
- Dec. 21 - Jan. 1st - Christmas Holidays

## Spring Semester (2nd Semester)

- Jan. 4th - Pro. Dev. Day (Teachers Only)
- Jan. 5th - Students Return
- Jan. 14th - 2nd Nine Weeks Report Cards
- Jan. 18th - Martin Luther King, Jr. Holiday
- Feb. 15th - Presidents' Day Holiday
- Mar. 8-12th - Spring Break
- Mar. 17th - 3rd Nine Weeks Ends (Deadline for changing Enrollment Status)
- Mar. 25th - 3rd Nine Weeks Report Cards
- Apr. 2nd - Good Friday Holiday
- Apr. 5th - Easter Monday
- May 22nd - Graduation
- May 24th - 2nd Semester Exams End (60% Day - Last Day for Students)

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# 2020-2021 Guntown Middle School Daily Schedule

## 6th and 7th Grade

7:15-8:00- Student arrival/breakfast. Students will report to 1st period class. Breakfast may be picked up on way to class.

1st Period- 8:00-9:00

2nd Period- 9:00-10:00

3rd Period- 10:00-11:00

4th Period/Lunch- 11:12:30

Transition Time- 12:30-12:40

5th Period- 12:40-2:00

All students will dismiss in 2 groups: Dismiss Group A and Car Riders- 1:40. Dismiss Group B- 1:50

All students will dismiss from each class with girls dismissing first then boys

## 8th Grade

7:15-8:00- Student arrival/breakfast. Students will report to 1st period class. Breakfast may be picked up on way to class.

1st Period- 8:00-8:50

Transition Time- 8:50-9:00

2nd Period- 9:00-9:50

3rd Period- 9:50-10:40

4th Period- 10:40-11:30

5th Period- 11:30-12:40

6th Period- 12:40-2:00



# New Members/Changes to our Guntown Tiger Family

## New Members to our Tiger Family

Sherrie Kindt- 7th Grade Math

Morgan Sartin- 6th Grade English

Raven Swords- 6th Grade English

Karli Dorsett- Assistant Band Director

Steven Donaldson- Gifted Art

## Current members changing subject area/grade level

Ashley Nelson- 7th Grade History

Madison Reaves- 8th Grade History/Volleyball

Vanessa Washington- 6th Grade Science



# Reasons to Modify Guntown Middle School Daily Schedule

- Maintains a safe and healthy learning environment for staff and students in hopes of keeping school open all year

- Will better enable us to attempt to adhere to social-distancing guidelines and recommendations on a campus with nearly 850 people

Allows more time for the sanitation and disinfection of High-Traffic and High-Touch areas

- Allows more time for teachers to plan and implement a Hybrid model of learning for both On-Campus and Distance Learning students

- Reduces the amount of student movement to better adhere to social-distancing guidelines and recommendations

- Provides parents with the options of distance learning or traditional on-campus learning for their child

- Reduces class sizes to better adhere to social-distancing guidelines and recommendations in the classroom

- Allows all of us to begin returning to a sense of normalcy



# Dismissal



GMS will begin dismissal at 1:40 each day.

- Car Riders that are leaving at 1:40 will need to use the car rider line exiting onto Mill Street. Cars will not be allowed on campus until 1:40.
- Bus Dismissal will take place in two groups. Bus riders will load the bus that takes them home. Buses will be dismissed as follows:
  - Group A - GMS 1:40 Group B - SHS 1:40
  - Group A - SHS 1:50 Group B - GMS 1:50
  - Group A - SES 2:00 Group B - SES 2:05
  - Group A - SPS 2:10 Group B - SPS 2:15



# Distance Learners and On-Campus Students

- Students would need to indicate whether they intended to be a Distance Learner or an On-Campus Student at Registration. We would call this their “Enrollment Status”. Their Enrollment Status has to remain the same for a Nine Weeks Grading Period, meaning that if a student chooses to be a Distance Learner for 1st Nine Weeks, they cannot attend On-Campus classes, functions, or meetings during the school day for the 1st Nine Weeks.

- Distance Learners would access all assignments and lessons for the classes on their schedule through each teacher’s Google Classroom for the nine weeks grading period.

- If a Distance Learner needed to meet with a teacher, they would have the option of meeting with that teacher using ZOOM, Google Meet, or in-person at a scheduled time Between 2:00-3:30

- On-Campus Students would attend classes on-campus and in-person 5 days a week from 8:00-1:40.

- On-Campus students will be physically present at school with modifications to follow CDC guidelines and MSDH recommendations.

- If a student wishes to change their “Enrollment Status”, they cannot do so until the end of the current grading period.



# Transition Between Classes



- On-Campus Students will dismiss in 2 groups between classes for class change. Girls will be dismissed from class first and will go to their next class. Boys will be dismissed second and will go to their next class. 6th and 7th grade teachers have been assigned to a Teacher Team. The students will transition between the teachers in the Teacher Team.
- This will hopefully limit the number of students in the hallway at one time to help maintain social-distancing.
- The school store will be open in between 1st and 2nd Period for 8th graders and again in between 4th and 5th Period for 6th and 7th graders. Teachers will be on duty to maintain a consistent flow of traffic.
- Since we are having to limit the amount of traffic in the hallways at one time and in the break area to promote social-distancing, we will not be having a Break this school year.

# Face Masks



- Face Masks are encouraged but not required at this time. GMS will continue to monitor and follow guidelines and recommendations set forth by the district, the CDC, and MSDH.
- Staff and students will be strongly encouraged to wear face masks when social-distancing is not possible.
- Staff will be encouraged to wear face masks when working individually with a student or with small groups.
- Face Masks have been ordered for all staff with an approved GMS logo.
- Disposable face masks will be available as needed.
- Students are welcome to wear face masks or face shields from home, but any designs, logos, or phrasing that appears on those face masks would have to be appropriate for school.

# Cleaning and Sanitizing Protocols



- High-Traffic or High-Touch areas on campus will be cleaned during each class period once students are in class.
- Ms. Jennifer and Mr. Banik will have a cleaning schedule that they will follow during the school day, and Mr. Shelly's crew will clean in the afternoons once students and teachers are gone for the day.
- Sanitation products being used have been deemed as appropriate products for combatting the COVID-19 virus.
- Teachers will have cleaning supplies in their classrooms at their disposal to use for each class change.
- Online materials will be used when at all possible in the classroom.
- Teachers will limit the sharing of classroom materials as much as possible, but will also have sanitation and disinfecting supplies available to sanitize those materials as often as necessary.
- Buses will be sanitized daily after each route.

# Visitors on Campus



- Visitors will only be allowed on campus from 2:00-3:30 with a scheduled appointment.
- Visitors will have to check in with Mrs. Edwards at the front door and will be required to have their temperature checked before entering the building. Any visitor with a temperature of 100.4 or higher will not be allowed in the building.
- Distance Learners who are coming to campus from 2:00-3:30 to meet with a teacher, take a test, etc. will follow the same procedures as a visitor - they will have to have a scheduled appointment and submit to a temperature check before being allowed to enter the building.
- Visitors may be asked to wear a mask before entering the building.

# Health and Safety Protocols for Staff and Students

- GMS will be conducting periodic temperature checks of staff and students.
- We are asking parents to check their child's temperature prior to sending students to school. If a student has a temperature of 100.4 or higher, they must be kept at home until they are fever free for 72 hours without fever reducing medications.
- Prior to arriving at work each day, we are asking all staff members to take their temperature. If a staff member has a temperature of 100.4 or higher, they must stay home until they are fever free for 72 hours without fever reducing medications.
- GMS will provide an isolation area for sick students awaiting parent pick-up.
- A student or employee who tests positive for COVID-19 shall be quarantined at home for 14 days and must have a negative test before returning to school.
- There will be no large gatherings or events held where social-distancing cannot be practiced.



# Communication - Family and Community Support



- Provide consistent communication with parents and community using media such as Remind, Twitter, and the district website.
- Provide training sessions to parents in the use of Google Classroom.
- Encourage parents to maintain/update current contact information.
- Students can access online textbooks and learning apps via ClassLink.
- Google Classroom and Google Meets will be utilized for distance learning.
- Students will be provided with instruction on how to use Google Classroom.
- An email address will be established for GMS in order to assist parents with questions concerning distance learning.
- All staff emails are [firstname.lastname@leecountyschools.us](mailto:firstname.lastname@leecountyschools.us) and are the quickest and easiest way to communicate with teachers and staff.

# Frequently Asked Questions

- Will attendance be taken? GMS will take attendance for all students participating in traditional and community distance learning.
- Is distance learning an option for students? Parents will have the options of enrolling student(s) in distance learning/home-based instruction or traditional instruction. Parents who chose distance learning must enroll their child for a nine (9) week period.
- What about grading? Assignments will be graded for traditional and distance learning students using the traditional grading scale established in policy IHE.
- What if school closes due to COVID related illness? The superintendent may be required to close a school and/or the district due to a possible outbreak. If this is required, all students will be provided instruction through virtual learning activities and/or printed packets.
- Will students be required to wear a mask? Students and staff are strongly encouraged to wear face masks during small group instruction and in situations where social-distancing cannot be practiced.
- Will there be large group assemblies? There will be no large group assemblies where social distancing cannot be practiced. Further details will be released concerning extracurricular activities.





# Frequently Asked Questions Continued



- Will GMS allow visitors and volunteers? GMS has established the following protocol for visitors entering the building:
  - Call the school and schedule an appointment between 2:00-3:30 pm.
  - Temperature screening will be performed at the front door for all visitors.
  - Face masks and coverings will be required when entering the building.
  - **NON-ESSENTIAL VISITORS WILL BE LIMITED!**
- What is the plan for Breakfast and Lunch? Breakfast will be Grab and Go and students will eat before 8:00 in the 1st period class. Lunch will be Grab and Go and students will eat in classroom.
- Will students be able to use the water fountains? Water Fountains will not be in use this year; however, water will be made available.
- Will students with IEPs/504 Plans continue to receive accommodations? Student services will be managed by the IEP committee or the 504 Plan due to the highly individualized nature of these accommodations.
- What about the first day of school? The first day of school will be a regular school day. Students will report to an assigned teacher by last name to receive schedule, information packets, and procedures for the school day. For the first day of school., paper and pencil will be needed. Bring school supplies on the second day.

# Frequently Asked Questions Continued



- Will GMS still have Open House and Parent Conferences? GMS will determine how and/or if Open house will be held at a later date and share that information through Remind, Twitter, and on the District/School Website. Parent-teacher conferences will be held virtually, by phone, or in-person from 2:00-3:30 during the school week.
- Will GMS continue to provide Bus Transportation? Yes, the use of face coverings is strongly encouraged for anyone using school transportation. Buses will be disinfected after each route. We may require family members to sit with one another to maintain CDC guidelines.

- Will students be allowed to participate in athletics/activities? GMS will follow all rules and regulations provided by the MHSAA.
- What will classrooms look like? Classrooms will be structured to support social-distancing and routinely sanitized throughout the school day. Each teacher will have their own set of classroom sanitizing and disinfecting supplies.

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As we prepare to reopen school, we have put a lot of thought and consideration into the scheduling and social distancing aspect of school that we are now faced with in these unprecedented times. The health and safety of the students and staff are of our utmost concern.

We have missed the students and the relationships we build on a daily basis. We are looking forward to getting back to the normalcy of school and to rebuilding the relationship with the students.

We will continue to update you with any changes that arise with the pandemic. Again, we are in an unknown area right now- please be patient as we all learn to adapt in an ever changing time.

GMS Staff

