

Big Sky School District
Safe Return to School and Continuity of Services Plan

Date of Original Adoption August 14th, 2020

Date Plan was Last Revised: June 15th 2021

Next Regularly Scheduled Month for Consideration (At least quarterly): July 13, 2021,
August 12th, 2021

Dates Reviewed: July 13th, August 12th, August 24th

June 2021 – December 2021

1. The Big Sky School District was ordered to close to in person instruction on March 15, 2020, under an executive order issued by then-Governor Bullock. Districts were provided a two-week period of time during which they could remain fully closed to instruction of any kind while developing a plan for remote instruction required by the Governor.
 - a. Although our district was authorized to remain closed, we quickly mobilized and began remote instruction during the timeframe when we were authorized to remain closed. On March 18th teachers launched virtual / distance learning for the K-12; materials were ready for pick up, google classrooms with meet were established, all student k-12 went home with a device on March 13th and synchronous learning began at 830 a.m. on March 18th. Thereafter, our district continued pursuant to a reopening plan approved by the Governor beginning March 30, 2020.
2. On April 22, 2020, then-Governor Bullock lifted his Stay at Home Order, and Announced a Plan to Begin Phased Reopening of Montana. As part of that plan, effective May 7, 2020, all schools were provided the option to return to in-classroom teaching at the discretion of local school boards.
 - a. Our school district finished the 2020-21 school year through remote instruction. During the 2020-21 school year, our means of operation have included:
 - i. In person
 - ii. Hybrid – 50% of students attended in person instruction and 50% of students attended synchronous instruction through technology. The student cohorts rotated on a daily basis.
 - iii. Offsite – Students who chose to participated in offsite, synchronous instruction with their classmates in a 100% virtual environment.
3. Our district developed a plan for reopening to in person instruction, with contingencies, and we implemented that plan for the 2020-21 school year. The reopening plan, details regarding which are provided below, included adoption of various model policies provided by the Montana School Boards Association under its 1900 Series, including model policies aligned with CDC guidance regarding mitigation strategies to limit exposure to and transmission of COVID-19 in school settings.

4. Our district is finishing the 2020-21 school year strong, having provided high quality learning opportunities to the students in our community in safe and effective learning environments.
5. We embraced a fundamental principle of providing extensive transparency to our community throughout the above timeframe. We publicly noticed, held meetings regarding, and provided extensive opportunities for our community to provide us with feedback regarding the School District's plans and we carefully considered such feedback in developing and refining the School District's plans throughout the last 14-15 months.

Safe Return to Schools and Continuity of Services Plan Contents:

March 2020-June 2022

Part I: Documentation of Meaningful Consultation in Developing and Refining the School District's plan from March 2020 Through June 2021:

We noticed, held, and invited public comment on our evolving plans for a safe return to school and continuity of services on the following dates since March 2020:

1. March 15th, 2020
2. March 17th, 2020
3. April 3rd, 2020
4. April 24th, 2020
5. May 6th, 2020
6. May 19th, 2020
7. June 16th, 2020
8. July 21st, 2020
9. July 30th, 2020
10. August 6th, 2020
11. August 14th, 2020
12. August 20th, 2020
13. August 26th, 2020
14. September 2nd, 2020
15. September 15th, 2020
16. September 24th, 2020
17. October 20th, 2020
18. October 27th, 2020
19. November 17th, 2020
20. December 3rd, 2020
21. December 15th, 2020
22. January 5th, 2021
23. January 12th, 2021
24. January 19th, 2021
25. February 16th, 2021
26. March 16th, 2021
27. April 6th, 2021

28. May 5th, 2021
29. May 18th, 2021
30. June 15th, 2021
31. July 13th, 2021
32. July 30th, 2021
33. August 12th, 2021
34. August 24th, 2021
35. September 14th, 2021
36. October 12th, 2021
37. November 9th, 2021
38. December 14th, 2021
39. January 11th, 2022
40. February 15th, 2022
41. March 15th, 2022
42. April 19th, 2022
43. May 11th, 2022
44. June 8th, 2022

Our invitation for public input included a general opportunity for the public to provide input and was provided to everyone interested, including:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Civil rights organizations (including disability rights organizations); stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, and other underserved students.

Part II: Contents of The School District's plan for Safe Return to In-Person Instruction and Continuity of Services:

1. A description of how the district will maintain the health and safety of students, educators, and other staff:

Following the lifting of the Stay-at-Home Order and subsequent reopening of the state on April 22, 2020, Big Sky School District utilized the Montana Public Education Center *Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* and accompanying MTSBA Model Emergency Policies. Utilizing these resources supported our district's continued service to students with transparency and accountability while ensuring the operations of the school district reflected the circumstances in our community.

The policies ensured our Board of Trustees and school leaders honored the following priorities: quality instruction to students; a healthy and safe setting for students, staff,

and the community; needed support of teachers and staff; and responsible financial and operational procedures. The policies provided an actionable plan for completing the 2020-2021 school fiscal year in a manner that met these priorities and secured district funding while providing an operational platform for considering long term innovations in the delivery of education services.

Big Sky School District implemented policy options that facilitated collaboration between the Board of Trustees, administrative team, employees, parents, students, health officials, and community as we established protocols aligned with CDC guidance addressing how instruction was to be delivered to students; how gatherings and events would take place on school property; how the health and safety of staff and students would be protected and preserved while schools were open; and how financial and operational functions of the school district would continue during the period of public health emergency.

Big Sky School District reviewed, considered, and addressed numerous areas of operation in our reopening process. On the topic of school district policy and procedures, the district considered emergency policies and procedures, adoption and amendment of policies, suspension of policies, and administrative procedures. To support students' academic, mental, social and emotional success, the district considered alternative grading, counseling, extended school year, student instruction proficiency determinations and declarations, support for particularly vulnerable students, transportation services, access to internet for students, food preparation and service, summer school and additional student instruction resources. To ensure the health and safety of students, teachers, and staff, the district considered cleaning and disinfection, community use of facilities, county board of health orders, diagnosis and confidentiality, hand washing and related hygiene protocols, telework, school closure orders, stay at home orders, symptom monitoring and isolation, travel quarantines, visitors, volunteers, vulnerable individuals, masks and personal protective equipment, and physical distancing.

Following the *Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* ensured Big Sky School District has remained in compliance with guidance and best practices provided by federal, state, or local health officials. Our school district has continued to adapt and adjust our policies as new and updated guidance and best practices have become available.

Further, the policies provide options for consideration through input from our board of trustees, administrative team, employees, parents, students health officials, and community as collaborative partners as we have worked our way through ever evolving changes due to the pandemic. By considering all possible perspectives and factors when making the decisions to adopt or adjust a policy, or to implement a policy, we focused on the health and safety of our students, staff, and community for delivery of learning and services to our students. The policies have enabled us to adjust our procedures and practices during different phases in compliance with guidance and best practices provided by federal, state, and local agencies.

Big Sky School District will continue to follow the policies noted below while engaging in a quarterly reevaluation process to continue to ensure the health, safety and wellbeing of our students, teachers, staff, and community through 2024.

2. The extent to which the district has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC:

Topic	School District Policy Reference	Description of Policy (All referenced polices can be found at the end of this document.)	Policy Adopted and Revised Date(s)
Universal and correct wearing of masks.	1905	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations requiring face coverings as personal protective equipment.	<ol style="list-style-type: none"> 1. 8/24/2020 2. 5/5/2021 3. 5/18/2021 4. 7/30/2021 5. 8/24/2021 6. 2/15/2022
Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding).	1905; 1905P	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding physical distancing by requiring students, staff, volunteers, and visitors will maintain a three-foot distance between themselves and their colleagues and peers throughout the school day inside any school building, on school provided transportation,	<ol style="list-style-type: none"> 1. 08/24/2020 2. 8/24/2021

		<p>and on school property before and after school. Staff members will arrange classrooms and restructure courses, transportation services, and food service to meet this standard.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding symptoms of illness, physical distancing and work areas, physical barriers and guides, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	
Handwashing and respiratory etiquette.	1905; 1905P	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding healthy hand hygiene behavior and symptoms of illness.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and water systems in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	<ol style="list-style-type: none"> 1. 08/24/2020 2. 8/24/2021
Cleaning and maintaining healthy facilities,	1905; 1905P	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency</p>	<ol style="list-style-type: none"> 1. 08/24/2020 2. 8/24/2021

including improving ventilation.		<p>to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, cleaning and disinfecting, temperature screening, vulnerable individuals, food preparation and meal service, and transportation services.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	
Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.	1905; 3417	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, temperature screening, public awareness, and confidentiality.</p> <p>3417: In all proceedings related to this policy, the District will respect a student’s right to privacy. Although the District is required to provide educational services to all school-age children who reside within its boundaries, it may deny attendance at school to any child</p>	<ol style="list-style-type: none"> 1. 08/24/2020 2. 8/24/2021

		<p>diagnosed as having a communicable disease that could make a child's attendance harmful to the welfare of other students. The District will rely on advice of the public health and medical communities in assessing the risk of transmission of various communicable diseases to determine how best to protect the health of both students and staff. The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. The District may temporarily exclude from school attendance a student who exhibits symptoms of a communicable disease that is readily transmitted in a school setting. The District may notify parents of other children attending a school that their children have been exposed to a communicable disease without identifying the particular student who has the disease.</p>	
Diagnostic and screening testing.	1905	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, and temperature screening.</p>	<ol style="list-style-type: none"> 1. 08/24/2020 2. 8/24/2021
Efforts to provide vaccinations to school communities	3413	<p>Please note that House Bill 702 passed the 2021 Legislature and was signed into law effective May 14, 2021. New Section 1 of that law provides that it is an unlawful discriminatory practice for a governmental entity to refuse, withhold from, or deny to a person any local or state services, goods, facilities, advantages, privileges, licensing, educational opportunities, health care access, or employment opportunities based on the person's vaccination status. The law also provides it is unlawful for an employer to refuse employment to a person, to bar a person from employment, or to discriminate against a person in compensation or in a term, condition, or privilege of employment based on the person's vaccination status.</p>	<ol style="list-style-type: none"> 1. 06/15/2021

		<p>Finally, House Bill 702 provides it is unlawful for a public accommodation to exclude, limit, segregate, refuse to serve, or otherwise discriminate against a person based on the person's vaccination status.</p> <p>3413: Upon initial enrollment, an immunization status form shall be completed by the student's parent or guardian. The certificate shall be made a part of the student's permanent record.</p>	
Appropriate accommodations for children with disabilities with respect to health and safety policies.	1908; 2162; 2162P	<p>1908: The Board of Trustees authorizes the supervising teacher or district administrator to provide Policy 1908F to families requesting to opt-out of onsite instruction at the school facility for the duration of the declared public health emergency. Students of families opting out of onsite instruction at the school facility shall receive offsite, online, and proficiency-based instruction, or any combination of the foregoing at the discretion of the School District in accordance with District Policy 1906. Students of families opting out of onsite delivery shall be treated the same as students instructed at the school facility for purposes of grading, discipline, and other educational rights.</p> <p>2162: It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. For those students who need or are believed to need special instruction and/or related services under Section 504 of the Rehabilitation Act of 1973, the District shall establish and implement a system of procedural safeguards.</p> <p>2162P: If the parent or legal guardian of a student who qualifies under Section 504 for special instruction or related services disagrees with a decision of the District with respect to: (1) the identification of the child as qualifying for Section 504; (2) the District's evaluation of the child; and/or (3) the educational placement of the child, the parents of the student are entitled to certain procedural safeguards. The student shall remain in his/her current placement until the matter has been resolved through the process set in the policy.</p>	<ol style="list-style-type: none"> 1. 08/24/2020 2. 07/30/2021 3. 08/24/2021
Coordination with State and local health officials.	1900; 1905; 1907; 3417	1900: In light of the COVID-19 pandemic, the Board of Trustees has found it necessary to adopt temporary policies related to	<ol style="list-style-type: none"> 1. 8/24/2020 2. 8/24/2021

		<p>emergency school closures, the ongoing provision of educational services to students, meetings of the Board, gatherings on school property, health and safety of students, staff and community members, human resource matters and budgetary matters. To ensure clarity and transparency, the board has organized all emergency school policies into a temporary chapter. School District Policies Numbered 1900-1999 are intended to govern during any emergency related to COVID-19 declared by the President, Congress, Montana Legislature, Governor, Montana Department of Public Health and Human Services, County Health Department or the Board of Trustees.</p> <p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials.</p> <p>1907: The Board of Trustees is authorized to declare that a state of emergency exists within the community. A declaration issued by the Board of Trustees is distinct from any declaration in effect or previously issued by local, state or federal authorities.</p> <p>3417: The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. When information is received by a staff member or a volunteer that a student is afflicted with a serious communicable disease, the staff member or volunteer will promptly notify a school nurse or other responsible person designated by the Board to determine appropriate measures to be taken to protect student and staff health and safety. A school nurse or other responsible person designated by the Board, after consultation with and on advice of public health officials, will determine</p>	
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		which additional staff members, if any, have need to know of the affected student's condition.	
How the district will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.	1906; 1906P; 2050	<p>1906: The School District has adopted the protocols outlined in this policy to govern during the term of the declared public health emergency to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources including but not limited to online methods. The supervising teacher, principal, superintendent or designated personnel are authorized to implement this policy. The Board of Trustees may revise the school calendar to adjust the completion of the school year for particular grade levels and groups once students have satisfied the required number of applicable aggregate hours.</p> <p>The Board of Trustees authorizes offsite and online instruction of students in a manner that satisfies the aggregate number of instructional hours outlined in the School District's adopted or revised calendar for a school year affected by a public health emergency. Offsite and online delivery methods shall include a complete range of educational services offered by the School District and shall comply with the requirements of applicable statutes. Students completing course work through an offsite or online instructional setting shall be treated in and have their hours of instruction calculated in the same manner as students attending an onsite institutional setting.</p> <p>Students shall receive services in accordance with the applicable Individualized Education Plan or Section 504 Plan based on methods and locations agreed upon and documented by the applicable team to meet the student's needs and goals. Students shall have access to regular school counseling services whether their instruction is provided in an onsite, offsite or online setting. Staff shall promptly report any suspected student distress or concern to their supervisor for review and referral. Students receiving instruction in an offsite setting are governed by the staff obligation to report suspected child abuse or neglect. This policy in no way limits or adjusts the School District's obligations to homeless students or students in foster care. Applicable District policies serving these students, or this population of students remain in full effect.</p>	<ol style="list-style-type: none"> 1. 8/24/2020 2. 7/30/2021 3. 8/24/2021

		<p>1906P: Proficiency or satisfying aggregate hours of instruction can be achieved through an on-site, off-site, or blended learning model as outlined in Policy 1906. Best practices will assist districts in facilitating quality learning for each student regardless of background or circumstance. Best practices include but are not limited to, planning and communication, clear expectations, differentiated instruction and learning models, and flexible demonstrations of learning.</p> <p>2050: The School District has adopted the protocols outlined in this policy to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources. The District administration or designated personnel are authorized to implement this policy</p>	
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June 2021

Part III – Updated Compliance for the District’s Previously Adopted Plan for the Safe Return to In-person Instruction and Continuity of Services:

Section 2001(i)(3) of the ARP Act states that a school district that developed a plan for the safe return to in-person instruction and continuity of services prior to the date of enactment of the ARP Act will be deemed to have met the requirement to develop a plan under section 2001(i)(1) as long as the plan meets the statutory requirements (*i.e.*, is publicly available on the LEA’s website and was developed after the LEA sought and took into account public comment).

The School District’s plan meets the requirements of Section 2001(i)(1) and (i)(2) of the ARP Act. The School District’s plan is available on our website and, as noted above, was developed through a process that included extensive public comment. Further, we have, as part of the organization of the School District’s plan for purposes of the ARP Act, revised the School District’s plan at a meeting held on June 15, 2021 that included not just a notice of opportunity for public input but which specifically invited meaningful consultation with and input from:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Tribes; civil rights organizations (including disability rights organizations); stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

We have considered the input of all affected parties and have carefully deliberated regarding the best possible means by which our district can provide safe effective learning environments for each of our students.

December 14, 2021 - September 30, 2024

Part IV – Schedule for Future Review and Updates:

Consideration of this Safe Return to Schools and Continuity of Services Plan shall be added as a standing agenda item on each regular and special meeting of the board of trustees throughout the 2021-24 school years. The agenda item shall, at a minimum, include notice of any changes to the plan recommended by the administration with an invitation for input, notice of opportunity for public input, and consultation with:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Tribes; civil rights organizations (including disability rights organizations); stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

Appendix – Attach and/or provide a website URL for the school district’s adopted 1900 policies in their entirety.

[MT-PEC](#) *A Roadmap for Safely Reopening Montana’s Public Schools Using Emergency School District Policies.*

1 **Big Sky School District**

2
3 **COVID-19 Emergency Measures** _____ 1903F
4 _____

5 School Event and Facility Notice

6
7 The Board of Trustees has adopted the following notice to be posted at the entrance to school
8 buildings and facilities that are holding an event or allowing visitors as authorized by the Board
9 of Trustees in accordance with Policy 1903.

10
11 SCHOOL EVENT AND FACILITY NOTICE

12
13 Big Sky School District has taken the precautionary measures adopted by the Board of
14 Trustees, provided by the Governor of Montana, and directed by the _____ County Health
15 Department to protect against the possible spread of COVID-19 and related illnesses.
16 These measures include but are not limited to cleaning and disinfecting protocols,
17 physical distancing guidance, limitations on the number of people present for events, and
18 use of personal protective equipment. There are no assurances these measures will
19 prevent the spread of COVID-19 or related illnesses at this event or at this facility. By
20 voluntarily entering this event or facility, attendees are acknowledging their specific
21 awareness and knowledge that there are inherent risks of exposure at public gatherings
22 and public facilities. These inherent risks that attendees specifically acknowledge include
23 but are not limited to: injury; illness; hospitalization, chronic health issues arising out of
24 COVID-19, quarantines of an unknown duration to be determined by governing
25 authorities and death. Attendees acknowledge vulnerable individuals as defined by the
26 Centers for Disease Control are at greater risk of serious complications from
27 exposure. Attendees are advised to comply with physical distancing limits consisting of a
28 minimum of 6 feet of distance from others at all times and are further advised to consider
29 the use of masks/face coverings while on school property and to use personal hand
30 sanitizer before, during and after an event. Attendees confirm that they have reviewed,
31 thoroughly understand and agree to comply with all guidance for the phased reopening of
32 Montana issued by the Montana Governor's Office. All School District Policies are in
33 effect when attending this school event or otherwise accessing this facility. Any
34 negligence arising out of your access to this facility or attendance at a school event shall
35 be attributed to you as comparative negligence within the meaning of Section 27-1-702,
36 MCA.

37
38 OPTIONAL: To accommodate those that may not want to risk exposure during a public
39 event, the School District is broadcasting the event at the School District YouTube
40 Channel. Spectators may visit this site to watch the event without visiting the school
41 facility.—

42
43 Policy History:

44 Adopted on: 8/20/2020

45 Reviewed on:

46 Revised on:

1 Terminated on:

1 **Big Sky School District**

2
3 **COVID-19 Emergency Measures** _____ 1903

4
5 School District Meetings, Gatherings, Events, and Visitors

6
7 The School District has adopted the protocols outlined in this policy to govern during the term of
8 the declared public health emergency to ensure individuals present at a school facility for events
9 or other operationally related reasons honor safety protocols. The supervising teacher, principal,
10 superintendent or designated personnel are authorized to implement this policy in coordination
11 with state and local health officials.
12

13
14 School District Events

15
16 The Board of Trustees may authorize School District physical meetings, gatherings, and events
17 when the event is deemed essential to district operations. Physical meetings, gatherings, and
18 events shall not be held without prior authorization of the Board of Trustees.
19

20 All attendees at physical meetings, gatherings, and events held on school property in an outdoor
21 area including the stadium, field, or other open area designated by the Board of Trustees shall be
22 required to honor the applicable health and safety protocols outlined in District Policy 1905
23 including, but not limited to, physical distancing. The School District shall provide suitable space
24 for physical distancing to occur and, if practicable, markings and walking routes in the area
25 where the event shall be held to preserve a safe event setting.
26

27 Physical meetings, gatherings, and events shall be limited to 50 people when held inside a school
28 building. All attendees at a meeting, gathering, or event authorized by the Board of Trustees held
29 inside the school facility are required to honor the health and safety protocols outlined in District
30 Policy 1905.
31

32 Vulnerable individuals (defined by the Centers for Disease Control at the time of this policy's
33 adoption as those age 65 or older or those with serious underlying health conditions, including
34 high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune
35 system is compromised such as by chemotherapy for cancer and other conditions requiring such
36 therapy) must not attend School District meetings, gatherings, or events held in accordance with
37 this policy. Precautions must be taken to isolate from vulnerable individuals. The School District
38 shall accommodate vulnerable individuals so they may participate in the meeting gathering or
39 event via electronic means.
40

41 Visitors to Schools

42
43 Visitors to the interior of any school building shall not be permitted without the express approval
44 of the supervising teacher, principal, superintendent or designated. Visitors that are authorized to
45 be present in any school building must adhere to all health and safety guidelines outlined in
46 District Policy 1905.

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4
5 Volunteers
6

7 ~~Volunteers utilized by the School District that have been approved in accordance with District~~
8 ~~Policy 5430 may enter the school building in accordance with the protocols outlined in District~~
9 ~~Policy 1905.~~

10
11 Facilities Use Agreements
12

13 ~~The Board of Trustees suspends community use of District facilities. Unless an event is~~
14 ~~specifically identified as necessary by the Board of Trustees, Facilities Use Agreements and~~
15 ~~other similar requests submitted in accordance with District Policy 4330 shall not be considered~~
16 ~~while this policy governs the period of a public health emergency.~~

17
18 Enforcement
19

20 ~~Visitors to any school building or any attendee at a meeting, gathering, or event authorized by~~
21 ~~the Board of Trustees in accordance with this policy who fail to honor the requirements of~~
22 ~~District Policy or the directives of School District officials shall be asked to correct their conduct~~
23 ~~or leave the meeting, gathering, or event in accordance District Policy 4315.~~

24
25 Cross Reference: Policy 1901 – School District Policy and Procedures
26 Policy 1905 – Student, Staff, and Community Health and Safety
27 Policy 1400 – Board Meetings
28 Policy 5430 – Volunteers
29 Policy 4301 – Visitors to Schools
30 Policy 4332 – Conduct on School Property
31 Policy 4315 – Visitor and Spectator Conduct
32 Policy 4330 – Community Use of School Facilities
33
34
35

36 Policy History:

37 Adopted on: 8/20/2020
38 Reviewed on:
39 Revised on:
40 Terminated on:

1 **Big Sky School District**

2
3 **COVID-19 Emergency Measures**

1905P

4
5 Administrative Procedures for Student, Staff, and Community Health and Safety

6
7 ~~The administrative team of the School District has adopted these procedures in accordance with~~
8 ~~Policy 1310 in order to implement Policy 1905 during the term of the declared public health~~
9 ~~emergency to ensure a safe and healthy work and instructional setting.~~ These procedures were
10 developed in accordance with the latest available guidance from the Centers for Disease Control
11 and in coordination with applicable state, tribal, and local health officials. ~~These procedures~~
12 ~~supplement Policy 1905. All provisions in Policy 1905 remain in effect.~~

13
14
15 Personnel Cleaning and Disinfecting

16
17 Personnel will evaluate and identify surfaces and objects to be cleaned and disinfected in
18 accordance with their knowledge, experience, and the latest available guidance from the Centers
19 for Disease Control, state, tribal, and local health officials. Personnel will have access to or the
20 opportunity to access the latest available guidance upon request to their supervisor.

21
22 Personnel will coordinate with colleagues and supervisors to develop a plan, schedule, and
23 routine to regularly clean and disinfect identified surfaces and objects. Personnel will honor this
24 plan, schedule, and routine until adjusted. Reasons for adjustment may include but are not
25 limited to change in school schedule, absence of colleagues, availability of equipment and
26 supplies, and federal, state, tribal or local health directives and guidance. If adjustment is
27 necessary, personnel will again coordinate with colleagues and supervisors to improve the plan,
28 schedule, and routine. Personnel will solicit and accept perspectives from colleagues and other
29 school officials when considering improvements to the plan.

30
31 Personnel will prioritize disinfecting frequently touched and indoor surfaces. Hard and non-
32 porous surfaces and objects that are touched daily will be the top priority for disinfection on a
33 daily basis. Hard and non-porous surfaces and objects that are not indoors or have not been
34 occupied for seven days will be routinely cleaned. Personnel will first clean visibly dirty
35 surfaces and objects prior to disinfection by using the appropriate cleaning or disinfecting
36 product for the identified surface, object, or task. Personnel will always use chemicals, products,
37 and substances authorized by Policy 1905 in a manner consistent with the applicable instructions.

38
39 Personnel will thoroughly clean or launder soft, porous, or fabric-based materials as permitted by
40 location and substance. During evaluation and identification of surfaces, personnel will consider
41 removing soft and porous materials in high traffic areas that may increase risk of exposure.

42
43 Personnel will establish and maintain safe work practices in accordance with these procedures
44 and School District policy in order to reduce the risk of exposure.

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5 Symptoms of Illness
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7 Personnel who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms of
8 illness must not come to school or work. Personnel who have a fever or are exhibiting other signs
9 of illness while at work will be authorized to return home. ~~All affected surfaces and areas should
10 be thoroughly cleaned and disinfected once the staff member has vacated the area by staff
11 utilizing safety measures in this procedure in accordance with available standards as applicable.
12 Staff members will be provided access to leave in accordance with District Policy 1911 or the
13 applicable master contract, collective bargaining agreement, or memorandum of understanding.~~
14
15

16 Physical Distancing and Work Areas
17

18 Staff members working in the school when no students are present will maintain appropriate
19 physical distance from their colleagues as permitted by their duties and work setting to minimize
20 contact and risk of exposure. Staff members will have access to disinfecting wipes or
21 disinfecting spray and disposable paper towels and time to clean their desk, office, work area or
22 classroom when needed.
23
24

25 Physical Barriers and Guides
26

27 ~~Personnel will review school buildings and identify areas where installation of physical barriers,
28 such as sneeze guards and partitions, will assist students and staff when unable to remain at a
29 safe distance from their colleagues and peers. Personnel will coordinate with building or district
30 administrators to complete or install any identified physical barrier. In areas where physical
31 distancing is implemented, personnel are authorized to provide physical guides, such as tape on
32 floors or sidewalks and signs on walls, to ensure that staff and students remain at least 6 feet
33 apart in lines and at other times.~~
34
35

36 Ventilation
37

38 Personnel will review and ensure ventilation systems operate properly and increase circulation of
39 outdoor air as much as possible. Classroom staff are authorized to open windows and doors to
40 increase air flow in a manner that does not pose a safety or health risk to students and staff.
41 Risks to consider include but are not limited to weather, risk of falling, and triggering asthma
42 symptoms.
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Water Systems

Personnel will review water systems and features including but not limited to sink faucets, drinking fountains, decorative fountains to ensure they are safe to use after a prolonged facility shutdown. Drinking fountains will be cleaned and sanitized in accordance with this procedure. The administration may provide alternative water sources if available. Staff and students are authorized to bring their own water to minimize use and touching of water fountains.

Report and Revision

These administrative procedures will be reported to the board of trustees upon adoption and implementation by the administration in accordance with Policy 1310. The board of trustees retains the authority to amend policy and procedures. Any revision to these procedures will be reported to the board of trustees.

Policy History:

Adopted on: 8/20/2020
Reviewed on:
Revised on:
Terminated on:

1 **Big Sky School District**

2
3 **COVID-19 Emergency Measures**

1905

4
5 Student, Staff, and Community Health and Safety

6
7 The School District has adopted the protocols outlined in this policy ~~during the term of the~~
8 ~~declared public health emergency to ensure the safe and healthy delivery of education services~~
9 ~~provided to students on school property in accordance with Policy 1906, and a safe workplace~~
10 ~~when staff are present on school property in accordance with Policy 1909, and the safety, health~~
11 ~~and well-being of parents and community members.~~ The supervising teacher, principal,
12 superintendent or designated personnel are authorized to implement the protocols in coordination
13 with state and local health officials.

14
15 Symptoms of Illness

16
17 Students and staff who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms
18 of illness must not come to school or work. Students who have a fever or are exhibiting other
19 signs of illness must be isolated in a designated area until such time as parents or caregiver may
20 arrive at the school to retrieve the ill student. All surfaces and areas should be thoroughly
21 cleaned and disinfected once the student has vacated the area by staff utilizing safety measures in
22 accordance with state and/or local health standards as applicable. Students ~~may engage in~~
23 ~~alternative delivery of education services during the period of illness or~~ will be permitted to
24 make up work in accordance with District Policy 1906. Staff members will be provided access
25 to leave in accordance with ~~District Policy 1911 or the applicable Master Contract or~~
26 ~~Memorandum of Understanding.~~

27
28 Parents, guardians, or caregivers of students who are ill, feeling ill, diagnosed as ill, or otherwise
29 demonstrating symptoms of illness must not be present at the school for any reason including but
30 not limited events or gatherings or to drop off or pick up students excepted as provided by this
31 policy. ~~To avoid exposing others to illness, parents or caregivers who are ill must make~~
32 ~~arrangements with others to transport students to school or events, if at all practicable. If not~~
33 ~~practicable, parents, guardians or caregivers must not leave their vehicle during pickup or drop~~
34 ~~off and must arrange with District staff to supervise students in accordance with physical~~
35 ~~distancing guidelines in this Policy.~~

36
37
38 Physical Distancing

39
40
41 Students, staff, volunteers, and visitors will, whenever possible, maintain a ~~six~~ **three** foot distance
42 between themselves and their colleagues and peers throughout the school day inside any school
43 building, ~~on school provided transportation, and on school property before and after school.~~
44 ~~Staff members will arrange classrooms and restructure courses, transportation services, and food~~
45 ~~service to meet this standard.~~

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4 ~~Recess will continue as scheduled in accordance with physical distancing guidance without the~~
5 ~~use of playground equipment. Any other use of school playgrounds is strictly prohibited.~~
6

7 Drop off and pick up of students will be completed in a manner that limits direct contact between
8 parents and staff members and adheres to social distancing expectations around the exterior of
9 the school building while on school property.

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12
13 Face Coverings as Personal Protective Equipment
14

15 The School District will ensure that all staff, volunteers, visitors, and students aged five (5) and
16 over have to option to wear disposable or reusable masks that cover the nose and mouth or face
17 shields to protect colleagues and peers while present in any school building. ~~In accordance with~~
18 ~~directives from the State of Montana, if the number of active COVID-19 cases in the county in~~
19 ~~which the School District is located is four (4) or more, the School District requires all~~
20 ~~staff, volunteers, visitors, and students aged five (5) and over to wear disposable or~~
21 ~~reusable masks that cover the nose and mouth or face shields to protect colleagues and peers~~
22 ~~while present in any school building. In accordance with directives from the State of Montana, if~~
23 ~~the number of active COVID-19 cases in the county in which the School District is located is~~
24 ~~four (4) or more, the School District also requires all staff, volunteers, visitors, and students aged~~
25 ~~five (5) and over to wear disposable or reusable masks that cover the nose and mouth or face~~
26 ~~shields to protect colleagues and peers while present at any outdoor school activity with fifty~~
27 ~~(50) or more people where physical distancing is not possible or is not observed. The School~~
28 ~~District will provide masks or shields to students, volunteers, and staff. If a student or staff wears~~
29 ~~a reusable mask or face shield, the School District expects that the masks be washed on a regular~~
30 ~~basis to ensure maximum protection. The School District will assist students or staff members~~
31 ~~who request help washing or replacing a mask.~~
32

33 ~~Students, staff, volunteers, and visitors are not required to wear a mask under this provision~~
34 ~~when consuming food or drink, engaged in physical activity, communicating with someone who~~
35 ~~is hearing impaired, giving a speech to a gathering separated by distance, identifying themselves,~~
36 ~~receiving medical attention, or have a medical or developmental condition precluding use of a~~
37 ~~mask. The superintendent, building principal, or their designee who may request documentation~~
38 ~~from a care provider when considering an exception to this provision for medical or~~
39 ~~developmental reasons. The School District will honor all applicable disability and~~
40 ~~discrimination laws when implementing this provision by providing alternative services to those~~
41 ~~requesting accommodation.~~
42

43 ~~All points of entry to any school building or facility open to the public shall have a clearly visible~~
44 ~~sign posted stating: "Mask or face covering use required for ages 5 and older." The School~~
45 ~~District authorizes the administration to report any violations of this provision to the county~~
46 ~~attorney.~~

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6 Allegations of harassment of any person wearing face coverings or those with recognized
7 exemptions to the face covering requirement will be promptly investigated in accordance with
8 District policy. A student, staff member, or visitor who, after an investigation, is found to
9 engaged in behavior that violates District policy is subject to redirection or discipline. ~~Failure or~~
10 ~~refusal to wear a face covering by a staff member or student not subject to an exception noted~~
11 ~~above may result in redirection or discipline in accordance with District policy and codes of~~
12 ~~conduct, as applicable.~~
13
14

15 Cleaning and Disinfecting

16
17 School district personnel will routinely both clean by removing germs, dirt and impurities and
18 disinfect by using chemicals to kill germs on all surfaces and objects in any school building and
19 on school property that are frequently touched. This process shall include cleaning
20 objects/surfaces not ordinarily cleaned daily.
21

22 Personnel will clean with the cleaners typically used and will use all cleaning products according
23 to the directions on the label. Personnel will disinfect with common EPA-registered household
24 disinfectants. A list of products that are EPA-approved for use against the virus that causes
25 COVID-19 is available from the supervising teacher or administrator. Personnel will follow the
26 manufacturer's instructions for all cleaning and disinfection products.
27

28 The District will provide EPA-registered disposable wipes to teachers, staff, and secondary
29 students so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped
30 down before use. Supervising teacher or administrators are required to ensure adequate supplies
31 to support cleaning and disinfection practices.
32
33

34 Student Arrival

35
36 Hand hygiene stations will be available at the entrance of any school building, so that children
37 can clean their hands before they enter. If a sink with soap and water is not available, the School
38 District will provide hand sanitizer with at least 60% alcohol. Hand sanitizer will be kept out of
39 elementary students' reach and student use will be supervised by staff.
40

41 ~~A District employee will greet children outside the school as they arrive to ensure orderly~~
42 ~~compliance with the provisions of this policy.~~
43

44 45 Temperature Screening

~~1 Designated School District staff are authorized to test the temperature of students with an
2 approved non-contact or touchless temperature reader. Students who have a fever or are~~

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6 exhibiting other signs of illness must be isolated in a designated area until such time as parents or
7 caregiver may arrive at the school to retrieve the ill student. All surfaces and areas should be
8 thoroughly cleaned and disinfected once the student has vacated the area by staff utilizing safety
9 measures in accordance with state and/or local health standards as applicable.~~

~~10
11
12 When administering a temperature check on a possibly ill student, designated staff members will
13 utilize available physical barriers and personal protective equipment to eliminate or minimize
14 exposures due to close contact to a child who has symptoms during screening~~

17 Healthy Hand Hygiene Behavior

18
19 All students, staff, and others present in the any school building will engage in hand hygiene at
20 the following times, which include but are not limited to:

- 21 • Arrival to the facility and after breaks
- 22 • Before and after preparing, eating, or handling food or drinks
- 23 • Before and after administering medication or screening temperature
- 24 • After coming in contact with bodily fluid
- 25 • After recess
- 26 • After handling garbage
- 27 • After assisting students with handwashing
- 28 • After use of the restroom

29
30 Hand hygiene includes but is not limited to washing hands with soap and water for at least 20
31 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol
32 can be used if soap and water are not readily available.

33
34 Staff members will supervise children when they use hand sanitizer and soap to prevent
35 ingestion.

36
37 Staff members will place grade level appropriate posters describing handwashing steps near
38 sinks.

39 40 41 Vulnerable Individuals

42
43 ~~Vulnerable individuals (defined by the Centers for Disease Control at the time of this policy's
44 adoption as those age 65 or older or those with serious underlying health conditions, including
45 high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune
46 system is compromised such as by chemotherapy for cancer and other conditions requiring such~~

1 therapy) are authorized to talk to their healthcare provider to assess their risk and to determine if
2 they should telework during the period of declared public health emergency.

3 1905

4 Page 5 of 6

5
6 Employees who have documented high risk designation from a medical provider are entitled to
7 reasonable accommodation within the meaning of that term in accordance with the Americans
8 with Disabilities Act and Section 504 as outlined in District Policy 5002. These accommodations
9 may include but are not limited to teleworking in accordance with a work plan developed in
10 coordination with and authorized by the supervising teacher, administrator or other designated
11 supervisor. Such employees may also be eligible for available leave in accordance with the
12 applicable policy or master agreement provision.

13 14 15 Food Preparation and Meal Service

16
17 Facilities must comply with all applicable federal, state, and local regulations and guidance
18 related to safe preparation of food.

19
20 Sinks used for food preparation must not be used for any other purposes.

21
22 Staff and students will wash their hands in accordance with this policy.

23 24 25 Transportation Services

26
27 ~~The Board of Trustees authorizes the transportation of eligible transportees to and from the~~
28 ~~school facility in a manner consistent with the protocols established in this policy. The~~
29 ~~transportation director and school bus drivers will clean and disinfect each seat on each bus after~~
30 ~~each use.~~

31 32 33 Public Awareness

34
35 The School District will communicate with parents, citizens, and other necessary stakeholders
36 about the protocols established in this policy and the steps taken to implement the protocols
37 through all available and reasonable means.

38 39 40 Confidentiality

41
42 This policy in no way limits or adjusts the School District's obligations to honor staff and student
43 privacy rights. All applicable district policies and handbook provision governing confidentiality
44 of student and staff medical information remain in full effect.

1 Transfer of Funds for Safety Purposes

7 The Board of Trustees may transfer state or local revenue from any budgeted or non-budgeted
8 fund, other than the debt service fund or retirement fund, to its building reserve fund in an
9 amount not to exceed the school district's estimated costs of improvements to school and student
10 safety and security to implement this policy in accordance with District Policy 1006FE.
11

12
13 Legal Reference: Governor Directive implementing Executive Orders 2-2020 and 3-2020 –
14 Face Coverings - August 12, 2020.
15

16 Cross Reference: Policy 1901 – School District Policy and Procedures
17 Policy 1906 - Student Services and Instructional Delivery
18
19 Policy 1907 – Transportation Services
20 Policy 1006FE – Transfer of Funds for Safety Purposes
21 Policy 3410 – Student examination and screenings
22 Policy 3417 – Communicable Diseases
23 Policy 3431 – Emergency Treatment
24 Policy 1911 - Personnel Use of Leave
25 Policy 1910 – Human Resources and Personnel
26 Policy 4120 - Public Relations
27 Policy 5002 – Accommodating Individuals with Disabilities
28 Policy 5130 – Staff Health
29 Policy 5230 - Prevention of Disease Transmission
30 Policy 6110 – Superintendent Authority
31 Policy 6122 - Delegation of Authority
32
33

34 Policy History:

35 Adopted on: 8/20/2020
36 Reviewed on: 2/15/2022
37 Revised on: 2/15/2022
38 Terminated on:

1 **Big Sky School District**

2
3 **COVID-19 Emergency Measures**

1906P

4
5 Student Instruction Resources and Best Practices

6
7 In accordance with Policy 1005FE – Proficiency Based Learning and Section 20-9-311(4)(d),
8 MCA, “a school district may include in its calculation of ANB a pupil who is enrolled in a
9 program providing fewer than the required aggregate hours of pupil instruction under subsection
10 (4)(a) or (4)(b) if the pupil has demonstrated proficiency in the content ordinarily covered by the
11 instruction as determined by the school board using district assessments. The ANB of a pupil
12 under this subsection (4)(d) must be converted to an hourly equivalent based on the hours of
13 instruction ordinarily provided for the content over which the student has demonstrated
14 proficiency.”

15
16 Proficiency or satisfying aggregate hours of instruction can be achieved through an on-site, off-
17 site, or blended learning model as outlined in Policy 1906.

18
19 ~~Best practices, including but not limited to those outlined below, will assist districts in~~
20 ~~facilitating quality learning for each student regardless of background or circumstance.~~

21
22 Planning & Communication

- 23 ~~● Providing tools for virtual learning will help ensure equity in access to learning~~
24 ~~opportunities. With Policy 1904, districts may utilize transportation funds to facilitate~~
25 ~~internet and device access to students currently without.~~
- 26 ~~● Provide weekly learning agendas communicated to students and parents.~~
- 27 ~~● Set student meetings, teacher office hours, assignment expectations, and grades available~~
28 ~~on an established schedule. Districts may consider Policy 1902 – Alternative Grading.~~
- 29 ~~● Establish whole group virtual “class time” and/or opportunities for small group learning~~
 - 30 ~~○ Post assignments online early and for the entire week.~~
 - 31 ~~▪ During this time of challenge, providing structure and certainty will~~
32 ~~support academic, mental and emotional health.~~
 - 33 ~~○ Students should receive some form of communication from the school community~~
34 ~~at least once per day.~~

35 Set Expectations

- 36 ~~● With students and parents/guardians set expectations and acknowledgment of the~~
37 ~~importance for ownership of student learning.~~
 - 38 ~~● Expectations can outline due dates for assessments.~~
 - 39 ~~● Outline how much online participation is required of students.~~
 - 40 ~~● Include expectation for daily submission of work or review of accomplishments toward~~
41 ~~goals.~~
 - 42 ~~● Survey students and parents/guardians to make adjustments to lessons. Remember to be~~
43 ~~flexible – time learning software, apps, etc. should be considered part of learning.~~
- 44

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5 Differentiated Instruction & Learning Models

- 6 ● ~~Embed experiential learning that fosters a learning environment that promotes~~
7 ~~connections. Districts participating in Transformational Learning funding can utilize their~~
8 ~~Strategic Plan as a guiding document and adapt to a virtual environment.~~
- 9 ● ~~Social Emotional Learning and connections.~~
 - 10 ○ ~~Begin the day by connecting with students—a Brain Teaser or an exercise for~~
11 ~~students to share a topic of interest or something from home with others.~~
- 12 ● ~~Record lessons~~
 - 13 ○ ~~Lessons should come with visual substance and multiple types of instruction to~~
14 ~~facilitate learning—downloads, PowerPoints, videos, readings, audio recordings,~~
15 ~~etc.~~
- 16 ● ~~Honor students interests and passions through experiential learning opportunities.~~
- 17 ● ~~Project based learning.~~
 - 18 ○ ~~Engage the students to do the work through research, developing, and creating a~~
19 ~~product which encompasses a variety of subject areas.~~
 - 20 ○ ~~Encourage creativity.~~
 - 21 ○ ~~Consider pointing students to the right resources (videos, websites, files) and~~
22 ~~allow them to be contributors to their own learning—Creation of a science~~
23 ~~project—writing, demonstration of items needed, YouTube video with the end~~
24 ~~result being submitted to the teacher and classmates.~~
 - 25 ■ ~~Wax Museum example: reading about character, writing about individual,~~
26 ~~dress up and record via YouTube or creation of a Power Point with~~
27 ~~pictures~~
 - 28 ○ ~~Project based learning presents opportunities for cross-subject collaboration and~~
29 ~~flexibility in ways to show student learning.~~

30 Demonstrating Learning

- 31 ● ~~Provide video meeting and messaging capabilities to engage students in multiple~~
32 ~~mediums to show learning.~~
- 33 ● ~~Provide daily feedback to address academic growth and monitor and improve social~~
34 ~~emotional wellness.~~
 - 35 ○ ~~Clearly communicate to ensure students and parents are aware of the importance~~
36 ~~of this mutual feedback.~~
- 37 ● ~~Opportunity for MAP testing/Unit testing for subject areas~~
- 38 ● ~~Formative assessments can guide instruction and provide multiple opportunities for~~
39 ~~feedback and identifying gaps in student learning and instruction through a low-stress~~
40 ~~medium.~~

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Legal Reference: Section 20-1-101, MCA – Definitions
Section 20-1-301, MCA – School Fiscal Year
Section 20-9-311, MCA – Calculation of Average Number Belonging
Section 20-7-118, MCA - Offsite Provision of Educational Services
Section 20-7-1601, MCA – Transformational Learning –Legislative Intent
ARM 10.55.906(4) – High School Credit

Cross Reference: Policy 1005FE – Proficiency-Based Learning
Policy 1902 – Alternative Grading
Policy 1905 - Staff, Student, and Community Health and Safety
Policy 2100 – School Calendar
Policy 2140 – Guidance and Counseling
Policy 2161 – Special Education
Policy 2168 – Distance Learning
Policy 2410 – Graduation
Policy 2420 – Grading and Progress Reports
Policy 2421 – Promotion and Retention
Policy 2150 – Suicide Training and Awareness
Policy 3125 – Homeless Students
Policy 3122 - Attendance Policy
Policy 3310 - Student Discipline

Policy History:
Adopted on: 8/20/2020
Reviewed on:
Revised on:
Terminated on:

1 **Big Sky School District**

2
3 **COVID-19 Emergency Measures**

1906

4
5 Student Instruction and Services

6
7 The School District has adopted the protocols outlined in this policy to govern during the term of
8 the declared public health emergency to ensure the delivery of education services to students
9 onsite at the school, offsite at other locations using available resources including but not limited
10 to online methods. The supervising teacher, principal, superintendent or designated personnel are
11 authorized to implement this policy.

12
13 As outlined in District Policy 2100, and except for students determined by the School District to
14 be proficient using School District assessments, the adopted calendar has a minimum number of
15 720 aggregate instructional hours for students in kindergarten through third grade; 1,080 hours
16 for students in fourth through eleventh grade and 1,050 hours for students in twelfth grade.

17
18 The School District may satisfy the aggregate number of hours through any combination of
19 onsite, offsite, and online instruction. The District administration is directed to ensure that all
20 students are offered access to the complete range of educational programs and services for the
21 education program required by the accreditation standards adopted by the Montana Board of
22 Public Education.

23
24 For the purposes of this policy and the School District’s calculation of ANB and “aggregate
25 hours of instruction” within the meaning of that term in Montana law, the term “instruction”
26 shall be construed as being synonymous with and in support of the broader goals of “learning”
27 and full development of educational potential as set forth in Article X, section 1 of the Montana
28 Constitution. Instruction includes innovative teaching strategies that focus on student
29 engagement for the purposes of developing a students’ interests, passions, and strengths. The
30 term instruction shall include any directed, distributive, collaborative and/or experiential learning
31 activity provided, supervised, guided, facilitated or coordinated by the teacher of record in a
32 given course that is done purposely to achieve content proficiency and facilitate the learning of,
33 acquisition of knowledge, skills and abilities by, and to otherwise fulfill the full educational
34 potential of each child.

35
36 Staff shall calculate the number of hours students have received instruction as defined in this
37 policy through a combined calculation of services received onsite at the school or services
38 provided or accessed at offsite or online instructional settings including, but not limited to, any
39 combination of physical instructional packets, virtual or electronic based course meetings and
40 assignments, self-directed or parent-assisted learning opportunities, and other educational efforts
41 undertaken by the staff and students that can be given for grade or credit. Staff shall report
42 completed hours of instruction as defined in this policy to the supervising teacher, building
43 principal, or district administrator for final calculation.

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4 Students shall receive grades for completed coursework in accordance with the grading scale for
5 the individual staff member or the alternative grading procedures outlined in District Policy
6 1902.

7
8 The Board of Trustees may revise the school calendar to adjust the completion of the school year
9 for particular grade levels and groups once students have satisfied the required number of
10 applicable aggregate hours.

11
12 In order to comply with the requirements of the calendar, District Policy and Section 20-1-301,
13 MCA, the District shall implement the instructional schedules and methods identified in this
14 policy.

15
16
17 School Facility as Instructional Setting

18
19 The Board of Trustees authorizes instruction of students at the school facility in a manner that
20 satisfies the aggregate number of instructional hours outlined in the School District's adopted or
21 revised calendar for a school year affected by a public health emergency.

22
23 All educational and related services provided at the school facility shall be completed in
24 accordance with the health and safety protocols outlined in District Policy 1905.

25
26 Offsite and Online Instructional Setting

27
28 ~~The Board of Trustees authorizes offsite and online instruction of students in a manner that~~
29 ~~satisfies the aggregate number of instructional hours outlined in the School District's adopted or~~
30 ~~revised calendar for a school year affected by a public health emergency. Offsite and online~~
31 ~~delivery methods shall include a complete range of educational services offered by the School~~
32 ~~District and shall comply with the requirements of applicable statutes. Students completing~~
33 ~~course work through an offsite or online instructional setting shall be treated in and have their~~
34 ~~hours of instruction calculated in the same manner as students attending an onsite institutional~~
35 ~~setting.~~

36
37 ~~The Board of Trustees authorizes the supervising teacher or district administrator to permit~~
38 ~~students to utilize an offsite or online instructional setting at parental request if onsite instruction~~
39 ~~is offered in the School District in accordance with Policy 1908.~~

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4 ~~Students receiving offsite delivery of education services may be eligible for assistance with~~
5 ~~accessibility to offsite or remote learning opportunities in accordance with District Policy 1904.~~
6

7 Proficiency-Based Learning

8

9 The Board of Trustees authorizes proficiency-based ANB calculation in situations when a
10 student demonstrates proficiency in a course area as determined by the Board of Trustees using
11 district assessments consistent with the School District’s adopted Plan of Action, District Policy
12 1005FE, or other measures approved by the Board of Trustees during the course of a school year
13 affected by a public health emergency.
14

15 The Board of Trustees waives the minimum number of instructional hours for students who
16 demonstrate proficiency in a course area using district assessments that include, but are not
17 limited to, the course or class teacher’s determination of proficiency as defined by the Board of
18 Trustees. This determination shall be based on a review of the student’s completed coursework,
19 participation in course delivery, and other methods applicable to the specific course or class. The
20 Board of Trustees authorizes the use of the proficiency determination process for students who
21 have selected this method of delivery, students for whom the School District is unable to
22 document satisfaction of the required minimum aggregate number of hours through the offsite or
23 onsite methods outlined in this policy, or other students whom School District personnel
24 determine satisfy the definition of proficient or meeting proficiency.
25

26 This provision is based in the declaration by the Montana Legislature that any regulation
27 discriminating against a student who has participated in proficiency-based learning is
28 inconsistent with the Montana Constitution.
29

30 Special Education and Accommodation of Disabilities or Diagnoses

31

32 Students shall receive services in accordance with the applicable Individualized Education Plan
33 or Section 504 Plan based on methods and locations agreed upon and documented by the
34 applicable team to meet the student’s needs and goals. The supervising teacher or building
35 administrator shall coordinate with parents and the special education staff or cooperative to
36 ensure all applicable statutes are followed in accordance with U.S. Department of Education
37 guidelines.
38

39 Student Attendance

40

41 The Board of Trustees authorizes the supervising teacher, building principal or district
42 administration to set an attendance policy for students that takes into account the location of
43 instructional services, the applicability of proficiency-based instruction, the student’s grade level,
44 and the health and safety of the student and their household. Students are expected to complete
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2
3 assigned work. ~~If a student is not present for the instructional day, the student shall be permitted~~
4 ~~to complete all work assigned by the teacher if not present for instruction within a reasonable~~
5 ~~period of time determined by the teacher. Students shall not lose credit or incur a grade~~
6 ~~reduction for reasons related to attendance without good reason as determined by the Board of~~
7 ~~Trustees.~~

8 9 Student Safety and Counseling

10
11 Students shall have access to regular school counseling services ~~whether their instruction is~~
12 ~~provided in an onsite, offsite or online setting.~~ Staff shall promptly report any suspected student
13 distress or concern to their supervisor for review and referral. ~~Students receiving instruction in~~
14 ~~an offsite setting are governed by the staff obligation to report suspected child abuse or neglect.~~

15 16 Homeless Students and Students in Foster Care

17
18 This policy in no way limits or adjusts the School Districts obligations to homeless students or
19 students in foster care. Applicable District policies serving these students or this population of
20 students remain in full effect.

21 22 Student Discipline

23
24 This policy in no way limits or adjusts the School District's expectations for student conduct.
25 All applicable district policies and handbook provisions governing student conduct remain in full
26 effect.

27 28 2021/2022 School Schedule and Calendar

29
30 It is the objective of the Board of Trustees to ensure the proactive operations of the School
31 District during a public health emergency by: (1) meeting the educational needs of the students;
32 (2) complying with all applicable statues and rules pertaining to the aggregate hours of
33 instruction; and 3) identifying and implementing innovative methods to meet educational and
34 other needs of each student in the School District.

35 36 37 38 39 40 Summer School

41
42 The Board of Trustees authorizes a summer program of instructional offerings for the purpose of
43 remediation of credit, maintenance of skills, and enrichment. All classes offered for credit must
44 meet minimum state requirements for accreditation and may be delivered at the school or at
45 another offsite location. Remediation credit courses shall be offered, grades 9-12, in accordance
46

with District advancement requirements. Credit course offerings must be approved by the Board of Trustees

Extended School Year

In accordance with District Policy 2011, Section 20-1-301, MCA, and any applicable collective bargaining agreement covering the employment of affected employees, the Board of Trustees may establish a school calendar with an earlier start date and a later end date from non-emergency school years to ensure students receive the minimum number aggregate instructional hours. The purpose of an extended school year will be to maximize flexibility in the delivery of instruction and learning for each student in the School District in the event of school closures or other impacts to School District operations due to a public health emergency. When setting an extended school year, the School District will collaborate with students, parents, employees and other community stakeholders. When proposing to adopt changes to a previously adopted school term the Board of Trustees will follow the procedures outlined in Policy 2100.

Legal Reference: Article X, Section 1, Montana Constitution
Section 20-1-101, MCA – Definitions
Section 20-1-301, MCA – School Fiscal Year
Section 20-9-311, MCA – Calculation of Average Number Belonging
Section 20-7-118, MCA - Offsite Provision of Educational Services
Section 20-7-1601, MCA – Transformational Learning –Legislative Intent
ARM 10.55.906(4)) – High School Credit

Cross Reference: Policy 1005FE – Proficiency-Based Learning
Policy 1902 – Alternative Grading
Policy 1905 - Staff, Student, and Community Health and Safety
Policy 2100 – School Calendar
Policy 2140 – Guidance and Counseling
Policy 2161 – Special Education
Policy 2168 – Distance Learning
Policy 2410 – Graduation
Policy 2420 – Grading and Progress Reports
Policy 2421 – Promotion and Retention
Policy 2150 – Suicide Training and Awareness
Policy 3125 – Homeless Students
Policy 3122 - Attendance Policy
Policy 3310 - Student Discipline

Policy History:

Adopted on: 8/20/2020

Reviewed on:

Revised on:

Terminated on:

1 **Big Sky School District**

2
3 **COVID-19 Emergency Measures** 1908

4
5 Family Engagement

6
7 ~~The Board of Trustees authorizes the supervising teacher or district administrator to provide~~
8 ~~Policy 1908F to families requesting to opt out of onsite instruction at the school facility for the~~
9 ~~duration of the declared public health emergency.~~

10
11 ~~Students of families opting out of onsite instruction at the school facility shall receive offsite,~~
12 ~~online, and proficiency based instruction, or any combination of the foregoing at the discretion~~
13 ~~of the School District in accordance with District Policy 1906. School District staff shall arrange~~
14 ~~for any combination of physical instructional packets, virtual or electronic based course meetings~~
15 ~~and assignments, self-directed or parent/guardian-assisted learning opportunities, and other~~
16 ~~educational efforts available to staff and students that can be relied upon for grade or credit in~~
17 ~~order to satisfy the minimum aggregate number of hours or determination of proficiency for the~~
18 ~~requesting student. Students determined to be proficient in one or more courses of the district~~
19 ~~shall be incorporated in the School District’s calculation of ANB, with such ANB fraction to be~~
20 ~~converted to an hourly equivalent based on the hours of instruction ordinarily provided for the~~
21 ~~content over which the student has demonstrated proficiency.~~

22
23 ~~Students of families opting out of onsite delivery shall be treated the same as students instructed~~
24 ~~at the school facility for purposes of grading, discipline, and other educational rights.~~

25
26 Legal Reference: Section 20-1-101, MCA – Definitions
27 Section 20-1-301, MCA – School Fiscal Year
28 Section 20-9-311, MCA – Calculation of Average Number Belonging
29 Section 20-7-118, MCA - Offsite Provision of Educational Services
30 Section 20-7-1601, MCA – Transformational Learning –Legislative Intent
31 ARM 10.55.906(4)) – High School Credit

32
33 Cross Reference: Policy 1906 – Student Instruction and Services
34 Policy 1908F – Family Onsite Opt-Out Form

35
36 Policy History:
37 Adopted on: 8/20/2020
38 Reviewed on:
39 Revised on:
40 Terminated on:

1 **Big Sky School District #72**

2
3 **COVID-19 Emergency Measures** _____ 1908F

4
5
6 Family Onsite Instruction Opt-Out Form – 100% Virtual / Distance Learning

7
8
9 A family who does not want their student to receive instruction and educational services onsite at the
10 school may request to have instruction completed offsite and/or online by completing this form. The
11 completion and submission of this form indicates a commitment of 100% Virtual / Distance learning for
12 increments of 1 month, as well as an agreement to inform school administration of the intention to return
13 to in person instruction 5 days prior to returning.

14
15 Students of families opting out of onsite instruction at the school facility shall receive offsite, online, and
16 proficiency based instruction, or any combination of the foregoing at the discretion of the School District
17 in accordance with District Policy 1906. School District staff shall arrange for any combination of
18 physical instructional packets, virtual or electronic based course meetings and assignments, self-directed
19 or parent/guardian assisted learning opportunities, and other educational efforts available to staff and
20 students that can be relied upon for grade or credit in order to satisfy the minimum aggregate number of
21 hours or determination of proficiency for the requesting student.

22
23
24 I, _____, Parent or Guardian of, _____ a student enrolled at **Big Sky School District**
25 **#72**, request my student receive educational services and instruction at an offsite location and/or for the
26 duration of the declared public health emergency in a manner consistent with the methods identified by
27 the School District.

28
29 I understand my student is expected to complete all assigned work and return it to the teacher in order to
30 receive credit toward a grade to be considered for promotion or credit. I further understand that failure to
31 complete work assigned may result in a determination that my student will be retained or otherwise not
32 earn credit.

33
34 **DO YOU REQUIRE A SCHOOL ISSUED DEVICE?** _____ **Yes** _____ **No**

35
36 _____
37 Parent _____ Date _____

- 38
39 Legal Reference: Section 20-1-101, MCA – Definitions
40 Section 20-1-301, MCA – School Fiscal Year
41 Section 20-9-311, MCA – Calculation of Average Number Belonging
42 Section 20-7-118, MCA - Offsite Provision of Educational Services
43 Section 20-7-1601, MCA – Transformational Learning –Legislative Intent
44 ARM 10.55.906(4)) – High School Credit
45

46 Policy History:
47 Adopted on: 8-20-2020
48 Reviewed on: 8-14-2020
49 Revised on:
50 Terminated on: