



CASCADE PUBLIC SCHOOLS

Emergency Meeting of the Cascade Board of Trustees
Cascade Public Schools Conference Room #123
321 Central Avenue West, Cascade MT 59421
April 27, 2020 at 6:00 p.m.

Agenda

Instructions on how to attend the meeting via electronic means will be posted one hour before the start of the special meeting on the school's webpage and Facebook page.

Call to Order

6:00

Reading of Notice Regarding Public Comment and procedures to be followed when addressing the Board.

Public Comment on Non-Agenda Items

Members of the community are given opportunity to make brief comments to the Board on any matters not included in the agenda. By law the Board cannot deliberate, debate or take any action on any matter presented during Public Comment. **Comments about any staff, student, or member of public are not allowed due to rights of privacy laws.**

Public Comment on action (A) agenda items is to be addressed when the item is being considered on the agenda. Informational and Staff Reports are reported to Board of Trustees as information only.

EMERGENCY MEETING

New Business (A)

- A. Consideration of suspension of District Policy 1310 for the purposes of consideration of adopting MTSBA Model Emergency Policies after one reading.
- B. Review of MTSBA Model Emergency Policies 1900-1912 to identify needed policies and select appropriate options to reflect district operations. Consideration of adoption of Policies 1900 to 1912 after one reading for the purposes of establishing emergency policy framework and adopting identified emergency policies with selected options.
- C. Consideration of Resolution to Declare Unforeseen Emergency

Adjournment (A)

6:30

EMERGENCY MEETING

New Business (A)

A. Consideration of suspension of District Policy 1310 for the purposes of consideration of adopting MTSBA Model Emergency Policies after one reading.

Category: Policy

Presented by: Rick Miller

Facts to Consider: MTSBA recommends adopting the emergency policies during a regular board meeting or holding a special board meeting with 48 hours' notice to the public and trustees to consider the policies. These policies are intended to guide operations over the next several weeks so a special meeting, not emergency meeting, is the appropriate process. If a district's Policy 1310 requires two readings to adopt or amend a policy the board may suspend Policy 1310 for the limited purposes of adopting or amending the policy in question after one reading

Superintendent Recommendation: Suspend District Policy 1310 for the purposes of consideration of adopting MTSBA Model Emergency Policies after one reading.

Sample Motion: I move the Board of Trustees of Cascade School District suspend District Policy 1310 for the limited purpose of considering, reviewing, identifying needed options and adopting Policies 1900-1912, excluding 1902 after one reading. This motion is exclusive to the consideration of Policies 1900-1912 at the meeting held on Monday, April 27th 2020, and will not apply to other meetings or topics.

B. Review of MTSBA Model Emergency Policies 1900-1912, excluding 1902 to identify needed policies and select appropriate options to reflect district operations. Consideration of adoption of Policies 1900 to 1912, excluding 1902 after one reading for the purposes of establishing emergency policy framework and adopting identified emergency policies with selected options.

Category: Policy

Presented by: Rick Miller

Attachments: Policies 1900-1912, Appendix A

Facts to Consider: MTSBA has developed additional Model Emergency Covid-19 Policies to empower Boards of Trustees in their governance of Montana's local schools during the period of public health emergency. Boards of Trustees govern school districts with transparency and accountability ensuring the operations of a public school reflect the circumstances in a community. The policies will help Boards and school leaders honor the following priorities: quality instruction to students; a healthy and safe setting for students, staff, and the community; needed support teachers and staff; and responsible financial and operational procedures. The policies are intended to provide methods to complete the 2019-2020 school fiscal year in a manner that meets these priorities and secures district funding while providing an operational platform for considering long term innovations in the delivery of education services. The policies are accompanied by a helpful info-graphic to help guide school officials in their decision making process.

The MTSBA Model Emergency Covid-19 Policies specifically address issues related to Boards of Trustees' authority to reopen schools and then operate schools once reopened during this school fiscal year. The policies provide options for Boards to consider in collaboration with their administrative team, employees, parents, students, health officials, and community when making decisions about how instruction will be delivered to students; how gatherings and events will take place on school property; how the health and safety of staff and students will be protected and preserved while schools are open; and how financial and operational functions of the school district will continue during the period of public health emergency. Boards should carefully consider each option and adopt the option that reflects the circumstances in the community.

One operational note: the policies include updates to the previously distributed Emergency Policies 1900, 1901 and 1902. These new versions should be adopted in their entirety to replace the previous versions to reflect and govern new circumstances and to appropriately interpret the applicable statutes. Previously distributed Emergency Policy 1901 is now renumbered at Emergency Policy 1904 so the model policy on emergency policies can appear at the beginning of the sequence as Emergency Policy 1901.

Superintendent Recommendation: Adopt Policies 1900 to 1912, excluding 1902 after one reading.

Sample Motion: I move the Board of Trustees of Cascade School District adopt Policies 1900-1912, excluding 1902 after one reading as permitted by the motion authorizing the limited suspension of Policy 1310. The purpose of adopting Policies 1900-1912 after one reading for the purposes of establishing emergency policy framework and adopting identified emergency policies with selected options. The board has identified the needed polices with appropriate options as outlined in this motion.

The [MTSBA Model Emergency Covid-19 Policies](#) are as follows:

[1900 – COVID-19 Policy Framework](#)

This policy sets the framework for the Emergency Policy Series. It has been updated from its previous version to reflect new circumstances and should be readopted in its new format.

[1901 – School District Policy and Procedures - RENUMBERED](#)

This policy outlines the applicability of the Emergency Policies and provides a process for Boards of Trustees to adopt policies after one reading during a declared state of emergency. The prior Policy 1901 - Use of Transportation Funds is now renumbered at 1904.

[1903 – School District Meetings and Gatherings - SELECT OPTIONS – OPTION 3](#)

This policy details the types of meetings the Board of Trustees may permit in school buildings or on school property. This policy includes specific options for the Board to select.

[1904 – Use of Transportation Funds - SELECT OPTIONS - RENUMBERED](#)

This policy has been renumbered from 1901. It specifies how the School District will comply with OPI guidance on how to use transportation funds to support offsite learning.

[1905 – Student, Staff, and Community Health and Safety - SELECT OPTIONS- OPTION 2 & 2](#)

This policy outlines the health and safety protocols the Board of Trustees has identified as necessary to permit instruction and other operations at school buildings. The policy includes specific options the Board will have to select on issues related to physical distancing, cleaning, and masks.

[1906 – Student Instruction and Education Services - SELECT OPTIONS – OPTION 3 -SS](#)

This policy lays out how the Board of Trustees is going to authorize instruction for the period of the public health emergency. It provide boards with specific options to select regarding onsite, offsite, online, proficiency-based or any combination of these methods in a manner that educates students while securing district funding as provided by law. It also provides an option for summer school at the Board's discretion. The policy includes the [optional 1906P](#) to help districts implement best practices for different learning models.

[1907 – School District Declaration of Emergency](#)

This policy specifies that the Board of Trustees may declare an emergency to exist in the school district to authorize specific measures to modify district operations while securing district funding as provided by law.

[1908 – Family Engagement](#)

This policy permits families to request offsite or online learning if the Board of Trustees has authorized onsite learning at the school in Policy 1906. Families who request this option will be provided offsite or online learning in the manner noted in the other options in Policy 1906. [1908F is the form](#) for families to use when making this request.

[1909 – Human Resources and Personnel – OPTION 1](#)

This policy governs personnel matters related to leave, compensation, payroll, evaluation, discipline, and assignment of duties during the public health emergency while recognizing the rights of collective bargaining units.

[1910 – Personnel Use of Leave](#)

This policy details the leave options available to staff under district policy, collective bargaining agreements, MOUs, and the Families First Coronavirus Response Act. [1910F1](#) and [1910F2](#) are forms for staff to use when requesting federal leave.

[1911 - School District Budget Adoption and Amendment and Audit](#)

This policy preserves the school districts authority to complete its budget in accordance with the steps taken in the other applicable emergency policies.

[1912 - School District Elections During Emergency](#)

This policy is available to govern school elections that have been cancelled in school districts by the county superintendent. The policy specifies the process for rescheduling the election and following applicable election procedures and laws.

C. Consideration of Resolution to Declare Unforeseen Emergency

Category: Policy

Presented by: Rick Miller

Facts to Consider: The trustees have determined that an unforeseen state of emergency exists at Cascade School related to COVID-19, I recommend the board continue with the proficiency declaration and to use either offsite or onsite learning plans to support student in reaching proficiency through the rest of the 2019-2020 school year.

Superintendent Recommendation: I recommend the Board approve the unforeseen Emergency in the best interest of the students, staff and the community of the Cascade School District 3 & B.

Sample Motion: I move that the board of trustees declare an unforeseen emergency within the meaning of that term as set forth in Title 20, Chapter 9, Part 8, to become immediately effective and to continue through June 30, 2020. This motion is based on COVID-19 risks; in recognition that the Governor's waiver of student instruction time will expire on May 7; and in recognition that the Governor's April 22, 2020 Directive implicating Executive Orders 2- 2020 and 3-2020 specify that elected school boards and their districts that adopt their own declaration of emergency will continue to receive all state funding, including transportation funding.

Adjournment (A)