

1 **Cascade School District**

2  
3 COVID-19 Emergency Policies

1900

4  
5 Introduction

6  
7 The board of trustees and its staff are operating under unusual, even unprecedented  
8 circumstances by virtue of the declaration of a statewide emergency by the Governor and the  
9 executive orders related to school closure to address concerns from the COVID-19 Virus. As  
10 part of its own concurrent declaration of an unforeseen emergency (community disaster), the  
11 board of trustees has found it necessary to adopt temporary policies related to emergency school  
12 closure. To ensure clarity and transparency, the board has organized all emergency school  
13 closure policies into a temporary chapter. The board has also included this introductory section  
14 as a heading for each policy to ensure understanding of the purpose and duration of each policy  
15 adopted pursuant to this chapter.  
16

17 Purpose(s) of Policies

- 18  
19 1. Addressing barriers to learning presented by distance.  
20 2. Improvement of instruction in offsite setting during school closure.  
21 3. Ensuring equity in services provided, including special education for exceptional children  
22 pursuant to Title 20, Chapter 7, Part 4.  
23 4. Mitigation of digital divides that could otherwise create barriers to effective learning.  
24 5. Ensuring adequate nutrition for students relying on the district’s nutrition programs.  
25 6. Ensuring continuity of employment of school district staff and/or continuity of services  
26 provided by contract transportation providers.  
27 7. Ensuring accountability to families with children.  
28

29 Term of COVID-19 Emergency Measures Policies

30  
31 The term of School District Policies Numbered 1900-1999 shall run concurrent with any  
32 emergency related to COVID-19 declared by the President, Congress, Montana Legislature,  
33 Governor, Montana Department of Public Health and Human Services, county health department  
34 or the board of trustees. This policy shall terminate, unless further extended, on the earlier of  
35 June 30, 2020 or the date upon which all emergency declarations related to COVID-19 that apply  
36 to the district have lawfully expired or have been dissolved.  
37

38 Cross Reference: Policy 2221 – 2221P – School Closure  
39 Policy 1400 – Board Meetings  
40 Policy 1310 – Policy and Procedure  
41 Policy 1420 – Meeting Procedure  
42

43 Legal Reference: Executive Orders – 2-2020 and 3-2020 – Office of the Governor and  
44 accompanying Directives  
45 Section 20-9-801-806, MCA – Emergency School Closure  
46 Section 50-1-202-204, MCA – Public Health Laws

Section 10-3-104, MCA – General Authority of Governor

1  
2  
3  
4  
5  
6  
7  
8

Policy History:

Adopted on:

Reviewed on:

Revised on:

Terminated on:

1 **Cascade School District**

2  
3 **COVID-19 Emergency Measures**

4  
5  
6 Use of Transportation Funds During Periods of School Closure

7  
8 Pursuant to guidance issued from the Office of Public Instruction, the board of trustees  
9 authorizes the following expenditures of its FY20 budgeted transportation funds that are in  
10 addition to traditionally authorized expenditures. The expenditures below are, as noted in OPI  
11 guidance, transportation services which provide instructional services to students.

12  
13 **OPTIONS: [Add any or all from the list below]**

- 14 • Transportation of food and meals used in nutritional programs.
- 15 • Purchase of equipment to ensure food safety.
- 16 • Providing accessibility to student services for remote learning.
- 17 • Providing instructional materials to students, including but not limited to internet service  
18 adequate to allow students to effectively access curriculum during periods of school  
19 closure.
- 20 • Cost of instructional materials, supplies, and software licenses.
- 21 • Costs of technological equipment needed for offsite instruction/correspondence study  
22 purchased by the school district and loaned to students without such equipment.
- 23 • Cost of correspondence study.
- 24 • Costs of providing services to students with an IEP or a plan adopted pursuant to section  
25 504 of the 1973 Rehabilitation Act.
- 26 • Costs of time off or repurposed time for staff normally paid from the transportation fund.
- 27 • Costs to contractors of transportation services.

28  
29 Cost Guidelines

30  
31 The board of trustees authorizes the Superintendent to exercise his/her professional judgment and  
32 discretion as to the necessity, quality and amount of all expenses referenced below. Aggregate  
33 costs of items below are to remain within the budget limits adopted by the board of trustees for  
34 the FY20 transportation budget, including any budget amendments adopted by the board of  
35 trustees prior to the completion of FY20.

- 36  
37 • Any costs consistent with costs under normal operation, including costs referenced in any  
38 contract to which the district is a party.
- 39 • Actual costs of delivering meals to students at locations authorized by any and all waivers  
40 of regular rules for school nutrition programs that have been adopted by the United States  
41 Department of Agriculture or the Office of Public Instruction.
- 42 • Any costs consistent with and necessary to comply with an IEP or section 504 plan.
- 43 • Actual costs of equipment, software and service necessary to bridge digital divides or  
44 provide a quality learning environment for students, including:
- 45
- 46

- Equipment necessary to provide wi-fi in a student’s home, including any equipment qualifying for discount under the federal E-Rate program;
- Equipment necessary to allow students to effectively participate in offsite instruction with an emphasis on ensuring opportunities for real time interactions, collaboration, and effective engagement in the learning process by students.
  - Equipment purchased under this section may include any combination deemed necessary and appropriate by the Superintendent, including but not limited to mobile devices, tablets and laptops.
  - Equipment purchased under this section shall become and remain the property of the district and shall be provided to students through a loan/checkout service developed by the Superintendent.
- Software to ensure a safe and appropriate online learning experience by students of the district.
- Internet service at an adequate bandwidth to ensure full and effective use of instruction delivery and interaction methods employed by the district as part of its offsite learning program.
  - If there are multiple internet service providers in the community, the board authorizes the superintendent to choose either a single provider or to allocate/rotate selection from among all providers in the community meeting minimum bandwidth and other safety and quality standards deemed necessary and appropriate by the superintendent.

Cross Reference: Policy 3612 – District-Provided Access to Electronic Information, Services, and Networks  
Policy 3612P - District-Provided Access to Electronic Information, Services, and Networks Procedure  
Policy 3612F – Internet Access Agreement  
Policy 3650 – Montana Pupil Online Personal Information Protection Act  
Policy 3650F – Montana Model Data Privacy Agreement  
Policy 2168.- Distance Learning  
Policy 2170 – Montana Digital Academy  
Policy 2170P – Montana Digital Academy Procedures

Legal Reference: Section 20-10-101(5), MCA – Transportation

Policy History:  
Adopted on:  
Reviewed on:  
Revised on:  
Terminated on: