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Montana Association of
School Business Officials

MFPE |
Montana Federation
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MQEC |
Montana Quality
Education Coalition

MREA |
Montana Rural
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MTSBA |
Montana School Boards
Association

SAM
School Administrators
of Montana

HAVRE PUBLIC SCHOOLS SAFE RETURN TO SCHOOL AND CONTINUITY OF SERVICES PLAN

Havre School District Safe Return to School and Continuity of Services Plan

Date of Original Adoption: June 22, 2021

Date Plan was Last Revised: June 20, 2021

Next Regularly Scheduled Month for Consideration: August, 2021

Dates Reviewed: June 22, 2021

August 9, 2022

June 13, 2023

March 2020 - June 2021

1. The Havre 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.

Although our district was authorized to remain closed, we quickly mobilized and began remote instruction following the timeframe when we were authorized to remain closed. 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. Havre Public Schools serviced the educational needs of students remotely, allowing for small groups to report to the school for educational supports and limited face to face interaction.
 3. The Havre Public Schools Board of Trustees approved the initial HPS Reopening plan on July 28, 2020. 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.
- School started August 26. During the time of the SY2020-2021, the district utilized a hybrid approach, had one closure due to the increase of cases across the district, and returned to face to face instruction to conclude the year in grades K-5. Grades 6-12 completed the year attending 4 days face to face with a remote teaching and learning day on Fridays.

- At the start of SY2020, we utilized a hybrid schedule, with half of the students attending (Group A) on Monday and Wednesday full days, and the other half (Group B) attending on Tuesday and Thursday full days. Fridays were remote teaching and learning days, allowing for our remote learning students to report to the school for additional instruction. Students from Groups A and B were also permitted to work intensively with teachers in small groups.
 - On January 25, the district transitioned to K-12 in-person instruction 4 days per week. On the weeks where there were scheduled Mondays off, students attended school Tuesday-Friday. During 5-day calendar weeks, Fridays remained remote teaching and learning days, allowing for our remote learning students to report to the school for additional instruction. Additionally, students were encouraged to report to school on Fridays to receive intensive supports.
 - The week of April 26, K-5 students returned to 5 days of face to face instruction and remained in this format for the remainder of the school year. 6-12 learners received face to face instruction Monday-Thursday, and remote instruction and learning took place on Fridays. Small groups of grade 6-12 students continued to report to the building on Fridays for additional support and assistance from their teachers.
4. Our district finished the 2020-21 school year on June 2, 2021, having provided high quality learning opportunities to the students in our community in safe and effective learning environments.
 - From June 7-July 1, the district offered to K-8 students an opportunity to participate in a Summer Learning Program. Students who enrolled were presented focused content in Math and English Language Arts to address deficiencies in learning, utilizing the online learning platform Edgenuity (My Path K-5) with teacher and paraprofessional support. Students in grades 9-11 started summer credit recovery at the High School and utilized Montana Digital Academy.
 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.

March 2020-August 2022

Part I: Documentation of Meaningful Consultation in Developing and Refining the School District's Plan from March 2020 through August 2022:

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 20, 2020
2. April 14, 2020; April 28, 2020
3. May 5, 2020; May 12, 2020; May 26, 2020
4. June 9, 2020; June 23, 2020
5. July 14, 2020; July 28, 2020
6. August 11, 2020; August 25, 2020
7. September 8, 2020; September 22, 2020
8. October 13, 2020; October 27, 2020
9. November 10, 2020; November 24, 2020
10. December 8, 2020
11. January 12, 2021; January 26, 2021
12. February 9, 2021; February 23, 2021
13. March 9, 2021; March 23, 2021
14. April 13, 2021; April 27, 2021
15. May 11, 2021; May 25, 2021
16. June 8, 2021; June 22, 2021
17. August 4, 2022; August 9, 2022
18. September 13, 2022
19. October 11, 2022
20. November 8, 2022
21. December 13, 2022
22. January 10, 2023
23. February 14, 2023
24. March 14, 2023
25. April 11, 2023
26. May 9, 2023
27. June 13, 2023

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. Local 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.

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

Following the lifting of the Stay-at-Home Order and subsequent reopening of the state on April 22, 2020, Havre 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.

Havre School District implemented policy options that facilitated collaboration between the Board of Trustees, administrative team, employees, parents, students, local health professionals from the Hill County Health Department, Northern Montana Hospital, and Bullhook Community Health Center, 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.

Havre 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 Havre 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.

Havre 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 well-being 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		1. 5-5-2020 2. 8-25.2020 3. 2-23-2021 4. 6-8-2021 5. 6-22-2021 Policy 1905 removed May 9, 2023

Modifying facilities to allow for	1905; 1905P		1. 5-5-2020 2. 8-25.2020 3. 2-23-21 4. 6-8-21 Policy removed May 9, 2023
Social/physical distancing			3. 2-23-2021 4. 6-8-2021 Policy removed May 9, 2023 1905P 7-28.2020 Policy removed May 9, 2023
Handwashing and respiratory etiquette.	1905; 1905P		1. 5-5-2020 2. 8-25.2020 3. 2-23-2021 4. 6-8-2021 Policy removed May 9, 2023

			<p>1905P</p> <p>1. 7-28-2020</p> <p>Policy removed May 9, 2023</p>
<p>Cleaning and maintaining healthy facilities, including improving ventilation.</p>	<p>1905; 1905P</p>		<p>1. 5-5-2020 2. 8-25.2020 3. 2-23-2021 4. 6-8-2021</p> <p>Policy removed May 9, 2023</p> <p>1905P 7-28.2020</p> <p>Policy removed May 9, 2023</p>
<p>Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.</p>	<p>1905; 3417</p>		<p>1. 5-5-2020 2. 8-25.2020 3. 2-23-2021 4. 6-8-2021</p> <p>Policy 1905 removed May 9, 2023</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 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>	<p>1. 7-2005</p>
Diagnostic and screening testing.	1905		<p>1. 5-5-2020 2. 8-25.2020 3. 2-23-2021 4. 6-8-2021</p> <p>Policy 1905 removed May 9, 2023</p>
Efforts to provide vaccinations to school communities	3413	<p>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</p>	<p>1. 7-2005 2. 4-2013 3. 8-2015</p>

		<p>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. 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>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. 5-5-2020 2. 7-28-2020 <p>Policy 1908 removed May 9, 2023</p> <ol style="list-style-type: none"> 1, 7-2005 1. 7-2005
Coordination with State and local health officials.	1900; 1905; 1907; 3417		<ol style="list-style-type: none"> 1. 5-5-2020 2. 7-28-2020 <p>Policy 1900, 1905 & 1907 removed</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 which additional staff members, if any, have need to know of the affected student's condition.</p>	<ol style="list-style-type: none"> 1. 5-5-2020 2. 8-25.2020 3. 2-23-2021 4. 6-8-2021 <ol style="list-style-type: none"> 1. 5-5-2020 2. 6-22-2021 <ol style="list-style-type: none"> 1. 7-2005
How the district will ensure continuity of services, including but not limited to services to address students' academic needs and students' and	1906; 1906P; 2050		<ol style="list-style-type: none"> 1. 5-5-2020 2. 7-28-2020 Policy 1906 & 1906P removed May 9, 2023
staff social, emotional, mental health, and other needs, which may include student health and food services.			

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 22, 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.

June 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.

June 2022- Suspension and Expiration of the 1900 Series of Policies.

The board unanimously agreed to the expiration of the 1900 series of policies and recognized the flexibilities allowed to the district in other existing policies related to personalized, flexible, and transformational learning, including proficiency-based grading.

Appendix A– Havre Public Schools 1900 Policies

SUSPENDED, JUNE 30, 2022

All 1900 Series Policies Removed by Board of Trustees Action on May 9, 2023

1900	<u>Emergency Measures Introduction</u>
1900	<u>Emergency Policies</u>
1901	<u>Emergency Policy and Procedures</u>
1902	<u>Alternative Grading</u>
1903	<u>School District Meetings, Gatherings, Events, and Visitors</u>
1903F	<u>School Event and Facility Notice</u>
1904	<u>Use of Transportation Funds During Periods of Emergency Declaration</u>
1905	<u>Student, Staff, and Community Health Safety</u>
1905P	<u>Administrative Procedures for Student, Staff, and Community Health and Safety</u>
1906	<u>Student Instruction and Services</u>
1906P	<u>Student Instruction Resources and Best Practices</u>
1907	<u>School District Declaration of Emergency</u>
1908	<u>Family Engagement</u>
1908F	<u>Family Onsite Instruction Opt-Out Form</u>
1909	<u>Human Resources and Personnel</u>
1909P	<u>Administrative Procedures for Employee Telework</u>
1910	<u>Personnel Use of Leave</u>
1910F1	<u>Employee Request Form – Emergency Paid Sick Leave</u>
1910F2	<u>Employee Request Form – Emergency FMLA</u>
1911	<u>School District Budget Adoption, Amendment and Audit</u>
1912	<u>School District Elections Rescheduled Due to Emergency</u>

APPENDIX B- MT-PEC Roadmap

MT-PEC A Roadmap for Safely Reopening Montana’s Public Schools Using Emergency School District Policies.