

## SPECIAL BOARD MEETING

March 27, 2020

1:00 PM

The special meeting of the Baker School Board was called to order by Chairperson Gye Varner at 1:00 pm in the ITV Room of Baker High School. Trustees Johnna Koenig, Mike Gunderson, Klint Flint and Quentin Burdick were in attendance. Also present were Superintendent Aaron Skogen, District Clerk Jennifer Mettler, Principals Bo Lingle and David Breitbach, Vice Principal Jake Gion, Technology Director Scott Anderson, and Head of Maintenance Mardi Brown. No guests were present.

### **PUBLIC COMMENT**

None

### **ACTION ITEMS**

#### **CONSIDERATION AND ACTION ON THE DISTRICT'S COVID-19 PLAN OF ACTION FOR SUBMISSION TO THE GOVERNOR'S OFFICE**

Mr. Skogen presents to the Trustees a Plan of Action to submit to the Governor's office; the plan outlines to the Governor how the instruction will continue to students to secure State funding for the District. The instruction will continue through closure by means of online platforms and/or paper pickup packets that began on Monday, March 23<sup>rd</sup> and will extend until further notice.

Quentin Burdick moved to approve the Plan of Action for submission to the Governor's office. Johnna Koenig seconded the motion; motion carried unanimously.

#### **FOOD SERVICE DURING CLOSURE**

Mr. Skogen states things have changed since the closure with our County Health Department. They no longer want paper packet pickups so everything will be online and the plan was to continue the original lunch program through closure, however, we do not qualify for any waivers to keep serving free meals. So, it is the recommendation to continue to offer meals through April 3<sup>rd</sup> and then discontinue serving during the closure. Discussion followed. Board agrees with the recommendation.

#### **BUS SERVICE DURING CLOSURE**

Mr. Skogen states he has talked with Mr. Geving about the yellow bus contract and he would like to continue to receive full funding of his bus contract. The Transportation Committee stated they would like to counter the proposal of Mr. Geving and have him take out the cost of gas from the contract price for the remaining closure months. Discussion followed. Board agrees with the recommendation.

#### **CLASSIFIED STAFF HOURS DURING CLOSURE**

Mr. Skogen reported after meeting with County Health officials, all the aides and secretaries will be contacting students remotely, not on-site, during closure. They are to assist teachers and students with any questions and will be paid their contracted hours during these 2 weeks. The custodians will be coming in 3 days a week to ensure a sanitary environment and the other 2 days of the week will be paid administrative leave. Board agrees with the recommendation.

#### **POLICY REVISIONS TO ADDRESS CHANGES DURING SCHOOL CLOSURE**

The board are presented with policy revisions recommended by MTSBA; they are intended to guide operations beginning next Monday and onward during closure. Currently, our BP1310 includes language in order to adopt a new policy it needs 2 readings, but it is being recommended by MTSBA to suspend the policy for the limited purposes of adopting or amending the policies before them.

These policies are emergency policies required by the Governor of Montana.

The following policies for consideration for adoption:

#### ***BP1900 COVID-19 Emergency Policies***

##### *Introduction*

*The board of trustees and its staff are operating under unusual, even unprecedented circumstances by virtue of the declaration of a statewide emergency by the Governor and the executive orders related to school closure to address concerns from the COVID-*

19 Virus. As part of its own concurrent declaration of an unforeseen emergency (community disaster), the board of trustees has found it necessary to adopt temporary policies related to emergency school closure. To ensure clarity and transparency, the board has organized all emergency school closure policies into a temporary chapter. The board has also included this introductory section as a heading for each policy to ensure understanding of the purpose and duration of each policy adopted pursuant to this chapter.

*Purpose(s) of Policies*

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

**Term of COVID-19 Emergency Measures Policies**

The term of School District Policies Numbered 1900-1999 shall run concurrent with 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. This policy shall terminate, unless further extended, on the earlier of June 30, 2020 or the date upon which all emergency declarations related to COVID-19 that apply to the district have lawfully expired or have been dissolved.

**BP1901 COVID-19 Emergency Measures**

Use of Transportation Funds During Periods of School Closure

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

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

Cost Guidelines

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

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

Johnna Koenig moved to suspend District Policy 1310 for the limited purpose of considering adopting Policies 1900 and 1901 after one reading. This motion is exclusive to the consideration of Policies 1900 and 1901 at the meeting held on March 27, 2020 and will not apply to other meetings or topics. I further move to adopt Policies 1900 and 1901 after one reading as permitted by the motion authorizing the limited suspension of Policy 1310. The purpose of adopting Policies 1900 and 1901 after one reading for the purposes of establishing emergency policy framework and implementing OPI guidance on transportation funds. Quentin Burdick seconded the motion; motion carried unanimously.

#### **MOU AMENDMENT – SCHOOL CLOSURE – BAKER EDUCATION ASSOCIATION**

Mr. Skogen presented an amendment to the MOU presented by MFPE and MTSBA in light of the extended closure mandate. The wording is changed to extend past the closure and gives the Superintendent authority to move forward with the current working to only extend the time period until the school has closed.

Quentin Burdick moved to approve the presented changes to the MOU with Baker Education Association and further move to authorize the Superintendent to make changes are deemed necessary as school stays closed. Clint Flint seconded the motion; motion carried unanimously.

#### **REPORTS**

##### **1. MAINTENANCE**

The staff continues to clean and is going to start painting areas in the gym soon.

##### **2. TECHNOLOGY**

Google had an outage earlier in the week but otherwise, everything is going smooth on Google Classroom

##### **3. PRINCIPALS**

###### **a. BO LINGLE, ELEMENTARY**

Lincoln School will be the biggest challenge going completely online but will work through it; parents were given a letter with the packet pickup this week.

###### **b. DAVID BREITBACH, HIGH SCHOOL**

Staff is working hard on instruction delivery and it is going good.

###### **c. JAKE GION, HS VICE PRINCIPAL**

Everything going good and will deal with issues when they come up.

##### **4. SUPERINTENDENT**

The plan submitted to the Governor is only good through April 10<sup>th</sup> and we will take each issue as it comes along.

There being no other business, meeting adjourns at 1:38 pm.

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Clerk

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Chairman