

AGENDA

Board of Trustees
Special Meeting
August 19, 2021



Great Falls Public Schools

1100 Fourth Street South, Great Falls, Montana



Welcome to the Great Falls Public Schools Board of Trustees meeting!

If this is your first meeting

If this is your first time attending a meeting, let us extend our special welcome! These meetings are designed to give everyone the opportunity to participate in seeing how the Great Falls trustees facilitate school business.

What is the purpose of these meetings?

The meetings of the Great Falls Public Schools Board of Trustees are always open to the public. These meetings are held to officially conduct the business of the school district, as governed by Montana law. Trustees are responsible for key decisions, some of which include hiring of employees, reviewing negotiated agreements, approving new curriculum or changes to existing curricula, facility usage requests, and paying of monthly expenses.

How can I address the trustees?

If you'd like to address the trustees on any matter, please fill out a "Request to Speak" card available from the Clerk of the Board at each meeting. Return this card to the Clerk of the Board or the Board Chairperson. This will allow the Chairperson to recognize you at the appropriate time in the meeting and to guarantee you the opportunity to address the board. There are federal and state laws that must be followed when addressing the board to protect the privacy of individuals and to conduct business in an orderly manner. Details can be found on the "Request to Speak" form and on the district's website at www.gfps.k12.mt.us.

Again – thank you for participating in this democratic process – we appreciate your presence and are glad you are here.

– The Great Falls Public Schools Trustees

GREAT FALLS PUBLIC SCHOOLS

Great Falls, MT



BOARD OF TRUSTEES

Jeff Gray	Chairperson
Gordon Johnson	Vice Chairperson
Bill Bronson	Trustee
Mark Finnicum	Trustee
Nathan Reiff	Trustee
Kim Skornogoski	Trustee
Marlee Sunchild	Trustee

SUPERINTENDENT'S CABINET

Tom Moore	Superintendent of Schools
Brian Patrick	Director of Business Operations
Ruth Uecker	Assistant Superintendent, K-6
Heather Hoyer	Assistant Superintendent, 7-12
Kerry Dattilo	Director of Human Resources
Lance Boyd	Director of Student Services
Tom Hering	Director of Information Technology
Stephanie Schnider	GFPS Foundation Director



Great Falls Public Schools
Board of Trustees Special Meeting

AGENDA

August 19, 2021

5:30 p.m.

Aspen Meeting Room – District Office Building
1100 4th Street South, Great Falls, Montana

We Successfully Educate Students to Navigate the Future

			Page
I.	CALL TO ORDER	Chairperson Gray	
II.	ROLL CALL	Brian Patrick	
III.	PLEDGE OF ALLEGIANCE	Chairperson Gray	
IV.	ADOPT AGENDA	Chairperson Gray	
V.	APPROVE CONSENT AGENDA	Chairperson Gray	
<i>The Consent Agenda consists of routine business items related to the operation of the District. Any trustee may remove an item from the Consent Agenda for discussion. Items so removed will be discussed and acted upon separately under ACTION: OTHER</i>			
	A. Minutes of August 9, 2021 Regular Meeting	Brian Patrick	6
VI.	COMMUNICATION		
	A. Audience Communication		
VII.	ACTION ITEM		
	A. Consideration to Declare an Unforeseen Emergency Pursuant to MCA 20-9-801 through 20-9-806	Chairperson Gray	14
	B. First Reading and Adoption of Revised Board Policy 1905 Student, Staff and Community Health and Safety	Tom Moore	15
VIII.	ACTION: OTHER	Chairperson Gray	

IX. REPORTS, DISCUSSION, AND POLICIES

A. Consideration of Budgets for All Budgeted Funds for the
2021-2022 Fiscal Year

Brian Patrick

[24](#)

B. Discussion, Committee Reports, and Comments

Chairperson
Gray

UPCOMING EVENTS

Chairperson
Gray

Monday, August 23, 2021 5:30 p.m. Regular Meeting

District Office Building

Monday, September 13, 2021 5:30 p.m. Regular Meeting

District Office Building

Monday, September 27, 2021 5:30 p.m. Regular Meeting

District Office Building

Monday, October 11, 2021 5:30 p.m. Regular Meeting

District Office Building

ACTION TO ADJOURN

Chairperson
Gray

	Sunchild	Skornogowski	Reiff	Johnson	Gray	Finnicum	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 19, 2021

CATEGORY: Consent

AGENDA ITEM NUMBER: V. A.

CABINET MEMBER: Brian Patrick

TOPIC

Minutes of the August 9, 2021 Regular Board Meeting

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND AND DISCUSSION

The Board is required to approve the minutes of each Board meeting. The minutes of the August 9, 2021 Regular Board Meeting are presented for approval.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve the minutes of the August 9, 2021 Regular Board Meeting as presented.

For more information about this item, please contact Superintendent Moore at (406) 268-6001 or Director of Business Operations Brian Patrick at (406) 268-6050.

[Return to Agenda](#)

1 **MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES**
2 **HELD AUGUST 9, 2021**
3

4 A duly called Regular Meeting of the Board of Trustees of the Great Falls Public
5 Schools was held at the District Offices Building, 1100 4th Street South, on the 9th day of
6 August, 2021.
7

8 **ROLL CALL:** Brian Patrick took roll call.
9

10 **Trustees Present:** Jeff Gray, Chairperson
11 Gordon Johnson, Vice Chairperson
12 Bill Bronson
13 Mark Finnicum
14 Nathan Reiff
15 Kim Skornogoski
16 Marlee Sunchild
17

18 **Others Present:** Tom Moore, Superintendent; Brian Patrick, Director of Business
19 Operations; Ruth Uecker, Assistant Superintendent K-6; Heather Hoyer, Assistant
20 Superintendent 7-12; Kerry Dattilo, Director of Human Resources; Lance Boyd, Director
21 of Student Services; Tom Hering, Director of Information Technology and Stephanie
22 Schnider, GFPS Foundation Director. Also Present were Lisa Sapp, MAFB Child and
23 Youth Education Services-School Liaison and Tom Cubbage, GFEA President.
24

25 At 5:30 pm, Chairperson Gray called to order the Regular Meeting of the Board of
26 Trustees and asked everyone to join in the Pledge of Allegiance.
27

28 **ADOPT AGENDA**
29

30 Motion – Gordon Johnson, Seconded – Kim Skornogoski, passed unanimously to adopt
31 the agenda as presented.
32

33
34 **APPROVE CONSENT AGENDA**
35

36 Motion – Kim Skornogoski, Seconded – Nathan Reiff, passed unanimously to approve
37 the Consent Agenda as presented. Trustee Skornogoski gave special recognition to
38 T.J. Ironbear for his Good Apple Awards.
39

40 **A. Minutes of the July 19, 2021, Regular Board Meeting** – The Board approved the
41 minutes of the July 19, 2021 Regular Board Meeting as presented.
42

43 **B. Personnel Action** – The Board approved the Personnel Actions as presented.
44

45 **C. Good Apple Awards** - The Board approved the nominations for Good Apple
46 Awards: T.J. Ironbear, Indian Education Youth Development Specialist at East Middle
47 School.
48

1 **D. Montana School Bus Drivers' Certificates – OPI TR-35** – The Board approved the
2 Montana Bus Drivers' Certificates – OPI TR-35 for the individuals listed in the agenda.

3
4 **E. Outstanding (More Than One Year Old) Warrants (Checks)** - The Board approved
5 the cancelation of the outstanding warrants (checks) listed on the attachment in the
6 agenda in accordance with MCA 20-9-223.

7
8 **F. Incoming 2021-2022 Student Attendance Agreements** – The Board approved the
9 Incoming Student Attendance Agreements for the students listed in the agenda for the
10 2021-2022 with the tuition to be paid for by the parents.

11
12
13 **COMMUNICATION**

14
15 **A. Malmstrom Air Force Base (MAFB) Communication** – MAFB Child and Youth
16 Education Services-School Liaison Lisa Sapp thanked Great Falls Public Schools
17 (GFPS) for hosting the annual Military Family Registration and Information Fair on
18 August 6. More than 80 parents and students attended the fair and roughly 165
19 backpacks filled with school supplies were given to military families by the Back to
20 School Brigade. Lisa said the next round of Purple Star School Awards is currently
21 open for applications from schools seeking the designation. She reported that she
22 worked with the Office of Public Instruction to create the new Purple Star Champions
23 Award. Like the Purple Star Award that gives recognition to schools as being military-
24 friendly and who demonstrate a major commitment to students and families connected
25 to our military, the Purple Star Champion Award will be a designation for a military-
26 friendly administrator, educator, community supporter, or school staff member with the
27 same qualifications.
28 Trustee Finnicum thanked Lisa for all she does working with GFPS and the military
29 families.

30
31 **B. Superintendent's Report**

32 Chairperson Gray explained the Superintendent's Report will be presented before
33 Audience Communication for this Board meeting only to allow those in the audience to
34 hear Superintendent Moore's report before giving their comments to the Board.

35
36 Superintendent Moore thanked Trustees Johnson, Reiff and Sunchild, along with the
37 Cabinet members, for participating in a morning-long New Trustee Orientation on
38 August 5. He reported that New Teacher Training was held on August 9 at which over
39 90 new employees attended at Paris Gibson Education Center. Special thanks was
40 given to Great Falls Education Association (GFEA) President Tom Cabbage and
41 volunteers for providing breakfast to the new employees.

42 Superintendent Moore announced that August 11 will be the last day for the Summer
43 Food Service Program and thanked the Food Service workers for their dedication to the
44 program. He said the District continues its recruiting efforts by holding job fairs, radio
45 announcements and "We are Hiring" tables at various schools' Open Houses.

46 Superintendent Moore reminded everyone that the District will be holding a Garage Sale
47 on August 18 at Roosevelt Elementary School. He then introduced new Chief Joseph
48 Elementary School Principal Brian Miller. Mr. Miller said he is excited to be working with

1 Great Falls Public Schools and thanked the Board for this opportunity.
2 Superintendent Moore reviewed how the Elementary and Secondary School Emergency
3 Relief (ESSERII) funds are being spent. He reported the \$5.9 million will be spent on
4 Remediation, \$2.2 million will be spent on Reengagement and \$1.9 million will be spent
5 on Reintegration. He thanked Director of Business Operations Brian Patrick and
6 Director of Student Services Lance Boyd for their continued work managing the funds.
7 Trustee Skornogoski asked what the deadline is to spend the funds. Superintendent
8 Moore said it is September 2023.
9 During the COVID 19 Update, Superintendent Moore reported that he has been in close
10 contact with local health officials who have been monitoring the community's infection
11 rate. On August 6, several health officials and school staff met to review the contact
12 tracing protocols. He explained contact tracing is required by the federal government
13 and that the District must have safety protocols in place. Also discussed at the meeting
14 were vaccine rates and mask protocols. Superintendent Moore said he has received
15 over 45 e-mails and phone calls from parents expressing their desire to not require the
16 wearing of masks when school begins on August 25. A petition with over 500
17 signatures for a No Mask Mandate was also received. He said the Governor and State
18 Superintendent of Public Instruction released a joint statement last Friday encouraging
19 school districts to allow parents to make the decision for their children to wear or not
20 wear masks. Superintendent Moore said locally and across the nation that the juvenile
21 cases of COVID are rising. Health care providers are concerned and recommending
22 masks during in-door activities. Given all the information he has received,
23 Superintendent Moore said he is strongly recommending the wearing of masks for the
24 start of school, and that there may be a time that it would change to mandating masks.
25 He did note that masks are required on all public transportation, including school buses,
26 per Federal order. He then reviewed the GFPS COVID-19 Phases and explained that
27 last school year ended in the Yellow phase. He recommends the District cautiously
28 opens in the Green phase, but may need to go back to the Yellow if there is a large
29 number of staff and students who are sick or quarantined. He explained that last year
30 the closing of some schools was necessary due to a large number of staff either sick or
31 quarantined, to allow time to deep clean classrooms and to keep up with large numbers
32 of contact tracing. Superintendent Moore said the Cascade County Health Department
33 posts COVID information on their website on Wednesdays and that the school district
34 will be posting its COVID information weekly on Fridays on the District website.
35
36

37 **C. Audience Communication**

38 Chairperson Gray reviewed the Audience Communication protocols and asked that
39 everyone speaking and those in the audience to be respectful. Twenty community
40 members spoke and all were opposed to a mask mandate. The speakers felt the
41 decision of students wearing masks to school should be a parent's choice. Some
42 community members told of personal struggles their children had last year having to
43 wear masks and gave their reasons for their opposition of a mandate. Trustee Gray said
44 he appreciated the community members who took the time to speak at the Board
45 Meeting. He then recessed the meeting at 7:18 p.m. for a short break.
46

47 Chairperson Gray reopened the meeting at 7:25 p.m.
48

1 **ACTION ITEMS**
2
3

4 **A. Second Reading of New and Revised Board Policies 3413, 7220, 7220P and**
5 **8411** – Superintendent Moore said he has not received any comments, questions or
6 concerns since the July 19, 2021 Board meeting and asked the Board to approve the
7 Board Policies as presented.
8

9 Motion – Gordon Johnson, Seconded – Bill Bronson, passed unanimously to approve
10 the new and revised Board Policies 3413, 7220, 7220P and 8411 as presented.
11

12 **B. Easement and Temporary Construction Permit Request from the Montana**
13 **Department of Transportation** – Director of Business Operations Brian Patrick
14 explained that the District has been contacted by the Montana Department of
15 Transportation requesting an easement and temporary Construction permit on the
16 intersection of Forest Ave and Fox Farm Road. This is on the property of Meadow Lark
17 Elementary School. The request is to install an Americans with Disabilities Act (ADA)
18 ramp. The compensation to the District for this easement has been set at \$1,900.00.
19

20 Motion – Kim Skornogoski, Seconded – Nathan Reiff, passed unanimously to approve
21 the request for easement and temporary construction permit from the Montana
22 Department of Transportation for the intersection of Forest Avenue and Fox Farm Road
23 West Sidewalk which is on the property of Meadow Lark Elementary School.
24

25 **C. Public Advertisement of Request for Qualifications (RFQ) for a Real Estate**
26 **Agent Services for the Sale of Roosevelt Elementary School and the Campfire**
27 **House** – Director of Business Operations Brian Patrick explained that the Board
28 approved the disposal and surplus of the Roosevelt Elementary School and Campfire
29 House on June 28, 2021. By advertising a Request for Qualifications (RFQ) for a Real
30 Estate Agent, it will allow a fair process for the District to select an agent to assist with
31 the sale of the properties.
32

33 Motion – Bill Bronson, Seconded – Gordon Johnson, passed unanimously to approve
34 the request to disseminate a RFQ for a Real Estate Agent services for the sale of
35 Roosevelt Elementary School and the Campfire House.
36

37 **D. Transfer of Budgeted Funds – Elementary General Fund Budget (101) to**
38 **Elementary Compensated Absences Fund (121) and High School General Fund**
39 **Budget (201) to High School Compensated Absences Fund (221)** – The information
40 listed in the agenda explained this has been an annual transfer from the General Fund
41 to the Compensated Absence Fund to return the balance to 30% allowed by law. The
42 amount of \$269,957.55 in the elementary and \$68,834.87 in the high school budget is
43 slightly less than the end of year balance in the account and the 30% limit of sick and
44 vacation leave payout for non-teaching and administrative employees.
45

46 Motion – Kim Skornogoski, Seconded – Mark Finnicum, passed unanimously to
47 approve the total of \$269,957.55 transfer from the Elementary General Fund Budget to
48 the elementary Compensated Absences Fund (121) and \$68,834.87 transfer for the

1 High School General Fund Budget to the High School Compensated Absences Fund
2 (221).

3
4 **E. Transfer of Budged Funds – Elementary General Fund Budget (101) and High**
5 **School General Fund Budget (201) to the interlocal District Fund (182)** – Director of
6 Business Operations Brian Patrick explained the transfer of \$1,857,838.59 from the
7 Elementary General Fund Budget and \$695,271.05 from the High School General Fund
8 Budget to the Interlocal Fund will allow for a more balanced approach to addressing
9 funding due to unexpected expenses in the 2021-22 school year related to COVID-19
10 and can be spent in future years when the Federal funding that districts are currently
11 receiving is no longer available.

12
13 Motion – Mark Finnicum, Seconded – Gordon Johnson, passed unanimously to approve
14 the transfer of \$1,857,838.59 from the Elementary General Fund Budget (101) and the
15 transfer of \$695,271.05 from the High School General Fund Budget (201) to the
16 Interlocal Agreement Fund (182).

17
18 **F. Two-Year Collective Bargaining Agreement (CBA) with the Teamsters Local**
19 **No.2, Warehouse Employees** – Director of Human Resources Kerry Dattilo explained
20 the current CBA for this group of six members expired on June 30, 2021. The District
21 and Union have come to a tentative agreement pending Board approval. She said the
22 proposed CBA is a 2% increase for the 2021-2022 school year, a 1.5% increase the
23 2022-2023 school year and an addition of a longevity row for 35 years of employment.

24
25 Motion – Gordon Johnson, Seconded – Kim Skornogoski, passed unanimously to
26 approve the two-year CBA with the Teamsters Local No.2, Warehouse employees as
27 presented.

28
29 **G. 2021-2022 Health Insurance, Life Insurance and Voluntary Insurance Contracts**
30 – Director of Human Resources Kerry Dattilo explained the District Health Insurance
31 Committee met several times during the year to analyze usage, benefit changes and
32 cost increases in order to retain a quality insurance program. The total funding increase
33 to the plan is 11% with 2.6% being offset by ESSER dollars that were allowed to be
34 used to cover the cost of COVID-related claims. The overall increase to the employer
35 and employee premium contributions will be 8.4%. Mrs. Dattilo reviewed the plans and
36 costs associated with each. No changes will be made to the employee paid voluntary
37 insurances or the Medical Flexible Spending and Dependent Care Flexible Spending
38 accounts the District currently offers.

39 Trustees Finnicum and Johnson thanked Kerry Dattilo for her work with the District's
40 Insurance Committee and collective bargaining agreements with the union groups.

41
42 Motion – Mark Finnicum, Seconded – Gordon Johnson, passed unanimously to accept
43 the recommendation of the Insurance Committee of an overall increase to the employer
44 and employee premium contributions of 8.4% along with the continuation of the
45 premium buy-down. The District Board also accepted the recommendation to continue
46 the Flexible Spending Program and the voluntary insurances.

1 **ACTION: OTHER**

2
3
4 **REPORTS, DISCUSSION, AND POLICIES**

5
6 **A. Classified and Hourly Staff Compensation for the 2021-2022: Support Staff, Paraprofessionals, Teachers' Aides, Hourly Classified Staff and Part-Time Nurses**

7 – Director of Human Resources Kerry Dattilo explained these are non-union employees
8 that include support personnel, paraprofessionals, teachers' aides hourly classified staff
9 and part-time nurses. The budget unit for these five groups is comprised of 332
10 employees. A 2% increase on the base salary schedules for the 2021-2022 school year
11 is estimated to be approximately \$142,000. This increase will be included in the 2021-
12 2022 Budget that will be presented to the Board on August 19, 2021.
13

14
15 **B. Report on Administrator, Principal and Supervisor Compensation for 2021-**

16 **2022** – Director of Human Resources Kerry Dattilo explained the Administrator,
17 Principal and Supervisor groups consists of 43 employees that includes a new
18 Elementary Associate Principal position that was created to meet accreditation
19 standards at Meadow Lark Elementary School. A 2% increase in the base salaries is
20 an approximate \$266,544 net increase. This increase will be included in the 2021-2022
21 Budget that will be presented to the Board on August 19, 2021. She said the
22 Superintendent's salary is not included in this group as his contract was previously
23 settled.
24

25 **C. First Reading of New and Revised Board Policies 1009FE, 2332, 2421, 2421R, 2421F, 2430, 2430R, 2600, 2600P, 2600F, 3121, 3150, 3210, 3230, 3233, 3311, 3416, 3417, 3510, 3550, 3550F, 4315, 4331, 4332, 5122F, 5226, 5228F, 5228F2, 5230, 5328, 5329, 5329P, 5330, 8129, 8131, 8302, 8303, 8410 and 8550**– Superintendent Moore
26 explained that due to Legislative changes, many current Board Policies were revised
27 and new policies recommended for adoption to comply with new State law. He said
28 there are 97 pages of such policies in the agenda and asked Board members to review
29 the policies and contact him with any questions or concerns before the next Board
30 meeting.
31
32
33
34

35 **D. Board Sub Committee Assignments** – Chairperson Gray explained that he,
36 Trustees Bronson and Skornogoski met with Superintendent Moore to re-evaluate the
37 Board sub-committees. Trustee Skornogoski suggested the committee align with the
38 District's Strategic Plan. Most of the committees listed in the agenda were existing
39 committees and will now be in line with the sections of the Strategic Plan. He said that
40 some committee assignments can be shared with other Trustees assigned to the same
41 committee. Superintendent Moore said that one of the reasons suggested to expand
42 the Legislative Committee was to work with Cabinet and staff on legislative platforms.
43 Trustee Skornogoski said she appreciated the openness of her fellow Trustees to
44 realign the committees to help the District achieve its goals.
45

46 **E. Montana School Boards Association (MTSBA) municipal Director Appointment**

47 – Chairperson Gray explained that each of the AA school districts assign a Trustee to
48 serve as a Municipal Director with MTSBA. Jan Cahill has served in the role until his

1 passing on June 8, 2021. Trustee Mark Finnicum will take Jan Cahill's place as the
2 Municipal Director for Great Falls Public Schools. Chairperson Gray thanked Trustee
3 Finnicum for volunteering for this position.
4

5 **F. Discussion, Committee Reports, and Comments –**

6 Trustee Skornogski reminded everyone that the annual Stuff the Bus will take place on
7 August 12, 2021 at Target, The Peak and Walmart. She said this is a community wide
8 effort and that the donations are distributed to 10 non-profit organizations and Great
9 Falls Public Schools.

10 Trustees Sunchild and Reiff thanked Superintendent Moore and Cabinet members for
11 the information received during New Trustee Orientation on August 5.

12 Trustee Finnicum thanked the members of the audience for staying for the entire
13 meeting. He reported that Scott Walter has been nominated as MTSBA President-elect
14 and Tom Billteen has been nominated as MTSBA Vice-President elect. Trustee
15 Finnicum indicated that he was in favor of the nominations.

16 Trustee Bronson clarified that the Board had not voted on Superintendent Moore's mask
17 recommendation for the upcoming school year.

18 Superintendent Moore explained that Emergency Board Policy 1905 would need to be
19 revised to reflect his mask recommendation. The revised policy would then need to be
20 voted on by the Trustees. This will take place at the Special Board Meeting on August
21 19, 2021.
22

23 **UPCOMING EVENTS**

24

25 Chairperson Gray said a Special Board Meeting is scheduled for August 19, 2021 and
26 the next Regular Board Meeting is scheduled for August 23, 2021. September Board
27 Meetings are scheduled for September 13 and 27, 2021.
28

29 **ACTION TO ADJOURN**

30 Motion – Gordon Johnson, Seconded – Mark Finnicum, passed unanimously to adjourn
31 the Regular Meeting of the Board of Trustees at 8:10 p.m.
32
33
34

35 _____
36 Jeff Gray, Chairperson
37

36 _____
37 Brian Patrick, Clerk

	Sunchild	Skornogowski	Reiff	Johnson	Finnicum	Gray	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 19, 2021

CATEGORY: Action

AGENDA ITEM NUMBER: VII. A.

BOARD MEMBER: Chairperson Gray

TOPIC

Consideration to Declare an Unforeseen Emergency Pursuant to [MCA 20-9-801 through 20-9-806](#)

STRATEGIC PLAN

BACKGROUND AND DISCUSSION

On March 18, 2020, a Special Board Meeting was held pursuant to [MCA 20-3-322\(3\)](#), at which time the Board declared an unforeseen emergency in accordance with [MCA 20-9-801 through 20-9-806](#) due to the community and school health concerns related to COVID-19.

"An unforeseen emergency is defined in law as "a storm, fire, explosion, community disaster, insurrection, act of God, or other unforeseen destruction or impairment of school district property that affects the health and safety of the Trustees, students, or District employees or the educational functions of the District."

FISCAL IMPLICATIONS

Fiscal Implications are unknown at this time.

RECOMMENDATION

The District Board of Great Falls Public Schools 1 & A is requested to declare an unforeseen emergency in accordance with [MCA 20-9-801 through 20-9-806](#) until terminated by a vote of the Board of Trustees. The declaration is necessary due to the community and school health concerns related to COVID-19. The Board of Trustees authorizes the administration to take necessary steps to execute and inform the public and government agencies of this declaration.

For more information about this item, please contact Superintendent Tom Moore at (406) 268-6001, or Chairman Jeff Gray at (406) 799-0903.

[Return to Agenda](#)

	Sunchild	Skornogowski	Reiff	Johnson	Gray	Finnicum	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 19, 2021

CATEGORY: Action

AGENDA ITEM NUMBER: VII. B.

CABINET MEMBER: Tom Moore

TOPIC

First Reading and Adoption of the Revised Board Policy 1905 Student, Staff, and Community Health and Safety – Pandemic Emergency Measures

STRATEGIC PLAN

BACKGROUND

New Board Policy 1901 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 District Board of Great Falls Public Schools 1 & A declared an unforeseen emergency in accordance with [MCA 20-9-801 through 20-9-806](#) due to the community and school health concerns related to COVID-19 at the Emergency Special Board Meeting on March 18, 2020. New Board Policy 1901 was approved at the April 27, 2020 Board Meeting.

The Board Policy Committee has reviewed revised Board Policy 1905, Student, Staff, and Community Health and Safety – Pandemic Emergency Measures.

DISCUSSION

Revised Board Policy 1905, Student, Staff, and Community Health and Safety – Pandemic Emergency Measures, is being presented for approval after one reading per Board Policy 1901. Revisions to Board Policy 1905 are due to the changes in the Health and Safety Protocols necessary to operate safe schools during the 2021-2022 school year.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve revised Board policy 1905, Student, Staff and Community Health and Safety, as presented.

For more information about this item, please contact Superintendent Moore at (406) 268-6001.

[Return to Agenda](#)

Great Falls School District

BOARD OF TRUSTEES

Pandemic Emergency Measures

1905

Student, Staff, and Community Health and Safety

The District has adopted the protocols outlined in this policy during the terms 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 designees are authorized to *implement or remove necessary health and safety* ~~the~~ protocols in coordination with state and local health officials. *The Superintendent is directed to brief the Board regularly concerning the District's COVID-19 protocols, including masking requirements.*

Symptoms of Illness

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

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

Physical Distancing

Students, staff, volunteers, and visitors will maintain at least a three foot distance between themselves and their colleagues and peers throughout the school day inside any school building when practicable.

1 ~~To the extent possible, elementary school courses will be delivered to the same group of students~~
2 ~~each day, and the same teachers will remain with the same group in the same separate and~~
3 ~~designated room each day. Meal service and courses delivered in separate areas such as library,~~
4 ~~gymnasium, and music rooms will be delivered in the designated classroom for each group of~~
5 ~~students. Recess and use of playgrounds during recess are permitted on an adjusted schedule to~~
6 ~~maintain appropriate student groupings. Transportation services will be provided in accordance~~
7 ~~with cleaning and disinfection procedures outlined in this policy.~~

8
9 ~~Secondary school courses may be delivered using a restructured bell system to minimize student~~
10 ~~interaction in common areas. Meal service for secondary students will be provided through a~~
11 ~~grab-and-go lunch that will be eaten in designated areas.~~

12
13 ~~Parent arrival times to drop-off and pick up students riding with parents and caregivers may be~~
14 ~~staggered in designated intervals by grade level through a schedule set by the building~~
15 ~~administrator.~~

16
17 ~~Drop off and pick up of students will be completed in a manner that limits direct contact between~~
18 ~~parents and staff members and adheres to social distancing recommendations expectations~~
19 ~~around in the exterior of the school building while on school property.~~

20
21 ~~Visitors to the school authorized by District Policy 1903 will maintain a six three-foot distance~~
22 ~~between themselves and others. This distancing requirements does not apply to individuals who~~
23 ~~are part of the visitor's regular household isolation group when the group is authorized to be~~
24 ~~present at the school facility.~~

25 26 Face Coverings Masks as Personal Protective Equipment

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

42
43 ~~Students, staff, volunteers, and visitors are not required to wear a mask under this provision~~
44 ~~when consuming food or drink, engaged in an activity that makes wearing a face covering~~
45 ~~impractical or unsafe, such as strenuous physical exercise or swimming, communicating with~~
46 ~~someone who is hearing impaired, giving a speech or engaging in an artistic, cultural, musical, or~~

1 theatrical performance for an audience, provided the audience is separated by at least six feet of
2 distance, identifying themselves, receiving medical attention, or have a medical or
3 developmental condition precluding use of a mask. The Superintendent, building principal, or
4 their designee may request documentation from a care provider when considering an exception
5 to this provision for medical or developmental reasons. The School District will honor all
6 applicable disability and discrimination laws when implementing this provision by providing
7 alternative services to those requesting accommodation.

8
9 Teachers may allow students to remove their masks or face shields if students are seated at their
10 desks in a classroom and six feet of distance is strictly maintained between each of the students.
11 If a teacher is working one on one with a student, both teacher and student must wear a mask or
12 face shield. If students are working in small groups, the students must be wearing masks or face
13 shields.

14
15 All points of entry to any school building or facility open to the public shall have a clearly visible
16 sign posted stating: "Mask or face covering use required for ages 5 and older."

17
18 *This provision is required due to the COVID-19 state of emergency declared by the Board of*
19 *Trustees or other local, state or federal agency, official, or legislative body. This policy is*
20 *adopted, implemented, and enforced in accordance with the supervisory authority vested with the*
21 *Board of Trustees in accordance with Article 10, section 8 of the Montana Constitution and*
22 *related statutes and regulations. The Board of Trustees authorizes the Superintendent to develop*
23 *and implement procedures to enforce this policy.*

24
25 *Mask requirements for all staff, volunteers, visitors and school-aged students are based upon*
26 *community and District COVID-19 transmission data. HB 702, as approved during the 2021*
27 *legislative session, prohibits the District from basing masking requirements on COVID-19*
28 *vaccination status.*

29
30 *To begin the school year, if the number of active COVID-19 cases in Cascade County increases*
31 *to the point of being considered "substantial-high" rate of transmission as defined by the*
32 *Centers for Disease Control (CDC), the Board of Trustees directs the Superintendent to*
33 *implement a requirement for face coverings to be worn in all district buildings and indoor-*
34 *spaces.*

35

Indicator	Low Transmission	Moderate Transmission	Substantial Transmission	High Transmission
Positivity Rate	Less than 5%	5%-7.9%	8%-9.9%	10% or greater
Case Rate per 100,000	0-9.99	10-49.99	50-99.99	100 or greater

36 https://www.cdc.gov/mmwr/volumes/70/wr/mm7030e2.htm#T1_down

37 *During the course of the school year, the Board of Trustees authorized the Superintendent to*
38 *establish or lift mask requirements for grade bands/and or schools (elementary, middle school*
39 *and high school as defined in Board Policy 2105) and based upon multi-week trends in*

1 associated grade band COVID-19 transmission data. The Superintendent shall use the
2 “substantial-high” rate of transmission as defined by the Centers for Disease Control (CDC) as
3 the guiding decision metric when establishing or lifting mask requirements and other health and
4 safety protocols for grade bands/and or schools. Enforcement of any masking requirement will
5 not be based on an individual’s COVID-19 vaccination status. Volunteer and visitor mask
6 requirements would mirror the requirement in the grade band(s) where they are
7 volunteering/visiting.

8
9 The Superintendent is authorized to establish or remove mask requirements at district buildings
10 without students at his/her discretion.

11
12 In the event it is determined face coverings are required, the Superintendent shall announce the
13 face covering requirement to students, parents, staff and visitors by 5:00 p.m. on Friday to be
14 implemented on the following Monday when practicable. If masks are required, signs will be
15 installed to inform students, parents, staff, and visitors of mask requirements while present in the
16 identified District buildings.

17
18 Face coverings means disposable or reusable masks that cover the nose and mouth. The District
19 will provide disposable masks to students, volunteers, and staff, if needed. If a student or staff
20 wears a reusable mask, the District expects that the masks be washed on a regular basis to
21 ensure maximum protection.

22
23 When a masking requirement is in place, students, staff, volunteers, and visitors are not required
24 to wear or face shield under this provision when:

- 25 1. Consuming food or drink;
- 26 2. Engaged in strenuous physical activity;
- 27 3. Communicating with someone who is hearing impaired;
- 28 4. Identifying themselves;
- 29 5. Receiving medical attention; or
- 30 6. Precluded from safely using a face covering due to a medical or developmental
31 condition. The Superintendent, building principal or their designee shall request
32 documentation from a care provider when considering an exception to this provision for
33 medical or developmental reasons. The District will comply with all applicable disability
34 and discrimination laws when implementing this provision.

35
36 When a masking requirement is in place and students and members of the public are not present,
37 staff may remove their masks if they are at their individual workstation and three feet of distance
38 is strictly maintained between individuals. In some circumstances, staff may lower face covering
39 while teaching, present, speaking or providing directions as long as they can maintain
40 appropriate distance (3ft) from others. This decision will be left to the discretion of the
41 individual staff member. At their discretion, staff may provide opportunities for students to have
42 routine mask breaks throughout the day if appropriate distancing can be maintained.

43
44 All points of entry to any school building or facility open to the public shall have clearly visible
45 sign posted stating the mask requirement.

1 Allegations of harassment of any person wearing ~~face coverings~~ *a mask* or those with recognized
2 exemptions to the face covering requirement will be promptly investigated in accordance with
3 District policy. ~~A student, staff member, or visitor who, after an investigation, is found to be~~
4 ~~engaged in behavior that violated District policy is subject to redirection or discipline.~~ Failure or
5 refusal to wear a ~~face covering mask~~ by a staff member or student not subject to an exception
6 noted above may result in redirection or discipline in accordance with District policy and codes
7 of conduct, as applicable.

8
9 *Face coverings are required for drivers and riders on District routes and activities buses in*
10 *accordance with Federal regulations regardless of school mask requirements and flexibilities*
11 *described above.*

12 13 Cleaning and Disinfecting

14
15 District personnel will routinely both clean by removing germs, dirt, and impurities and disinfect
16 by using chemicals to kill germs on all surfaces and objects in any school building and on school
17 property that are frequently touched. This process shall include cleaning objects/surfaces not
18 ordinarily cleaned daily.

19
20 Personnel will clean with the cleaners typically used and will use all cleaning products according
21 to the directions on the label. Personnel will disinfect with common EPA-registered household
22 disinfectants. A list of products that are EPA/District approved for use against the current virus
23 will be made available. Personnel will follow the manufacturer's instructions for all cleaning and
24 disinfection products.

25
26 *The District will provide EPA/District approved cleaning supplies to teachers, staff and*
27 *secondary students so that commonly used surface (e.g., keyboards, desks, remote controls) can*
28 *be wiped down before use. Supervising teachers or administrators are required to request*
29 *adequate supplies to support cleaning and disinfection practices.*

30 31 Student Arrival

32
33 Hand hygiene stations will be available at the entrance of every school building, so that children
34 can clean their hands before they enter. If a sink with soap and water is not available, the District
35 will provide hand sanitizer with at least 60% alcohol. ~~Hand sanitizer will be kept out of~~
36 ~~elementary students' reach and student use will be supervised by staff. Proper hand hygiene will~~
37 *be taught and proper application of hand sanitizer will be supervised for elementary students.*

38
39 A District employee will greet children outside the school as they arrive to ensure orderly
40 compliance with the provision of this policy.

41 42 Temperature Screening

43
44 Designated District staff are authorized to test the temperature of *symptomatic students and staff*
45 with an approved non-contact or touchless reader. Students who have a fever or are exhibiting
46 other signs of illness must be isolated in a designated area until such time as parents or caregiver

may arrive at the school to retrieve the ill student. All surfaces and areas should be thoroughly cleaned and disinfected once the student has vacated the area.

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

Healthy Hand Hygiene Behavior

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

- Arrival *and departure* to *and from* the facility and after breaks
- Before and after preparing, eating, or handling food or drinks
- Before and after administering medication or screening temperature
- After coming in contact with bodily fluid
- After recess
- After handling garbage
- After assisting students with handwashing
- After use of the restroom
- After laboratory use *or shared equipment*

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

~~Staff members will supervise children when they use hand sanitizer with soap and water prevent ingestion.~~

Staff members will place a grade level appropriate poster describing handwashing steps near sinks.

Vulnerable Individuals

Vulnerable individuals (defined by the Centers for Disease Control) are authorized to talk to their healthcare provider to assess their risk and to determine if they ~~should telework during the period of declared public health emergency~~ *require reasonable accommodations to work.*

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

1
2 Food Preparation and Meal Service
3

4 Facilities must comply with all applicable federal, state and local regulations and guidance related
5 to safe preparation of food.
6

7 Sinks used for food preparation must not be used for any other purposes.
8

9 Staff and students will wash their hands in accordance with this policy.
10

11 Transportation Services
12

13 The Board of Trustees authorized the transportation of eligible transportees to and from the
14 school facility in a manner consistent with the protocols established in this policy. The bus
15 ~~contractor, or designee~~ school bus drivers and/or transportation personnel, will clean and
16 disinfect each seat on each bus ~~at the end of the day as required by state and local health~~
17 ~~officials.~~ Federal regulations require the wearing of masks on all public-school buses.
18

19 Public Awareness
20

21 The District will communicate with parents, citizens, and other necessary stakeholders about the
22 protocols established in this policy and the steps taken to implement the protocols through all
23 available and reasonable means.
24

25 Confidentiality
26

27 This policy in no way limits or adjusts the District's obligations to honor staff and student
28 privacy rights. All applicable District policies and handbook provision governing confidentiality
29 of student and staff medical information remain in full effect.
30

31 Transfer of Funds for Safety Purposes
32

33 The Board of Trustees may transfer state or local revenue from any budgeted or non-budgeted
34 fund, other than the debt service fund or retirement fund, to its building reserve fund in an
35 amount not to exceed the District's estimated costs of improvements to the school and student
36 safety and security to implement this policy in accordance with District Policy 7123.
37

38 Legal References: Governor's Directive Implementing Executive Order 2-2021
39 Correspondence clarify Governor's Directive – February 11, 2021
40 Article X, Section 8 Montana Constitution
41 Section 20-3-324, MCA Powers and Duties
42 Section 20-9-806, MCA School Closure by Declaration of Emergency
43 10.55.701(2)(d)(s) Board of Trustees
44 State, ex rel., Bartmess v. Helena Board of Trustees, 726P2d.801
45
46

Cross References:

Policy 1901	School District Policy and Procedure
Policy 1903	<i>District Meetings, Gatherings, Events and Visitors</i>
Policy 1903F	<i>School Event and/or Facility Notice</i>
Policy 1905P	Administrative Procedures for Student, Staff, and Community Health and Safety
Policy 1906	Student Services and Instructional Delivery
Policy 1907	Transportation Services
Policy 1910	Human Resources and Personnel
Policy 1911	Personnel Use of Leave
Policy 3226	<i>Hazing, Harassment, Intimidation and Bullying</i>
Policy 3410	Student Health Physical Screenings Examinations
Policy 3417	Communicable Diseases
Policy 3431	Emergency Treatment
Policy 4120	Public Relations
Policy 5002	Accommodating Individuals with Disabilities
Policy 5130	Staff Health
Policy 5226	<i>Hazing, Harassment, Intimidation and Bullying</i>
Policy 5230	Prevention of Disease Transmission
Policy 6110	Superintendent
Policy 6122	Delegation of Authority
Policy 7123	Transfers for School Safety

Policy History

Adopted on:	May 1, 2020
Revised on:	August 20, 2020
Revised on:	September 14, 2020
Revised on:	

 Great Falls Public Schools Great Falls, MT	Sunchild	Skornogowski	Reiff	Johnson	Gray	Finnicum	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 19, 2021

CATEGORY: Report

AGENDA ITEM NUMBER: IX. A.

CABINET MEMBER: Brian Patrick

TOPIC

Consideration of Budgets for All Budgeted Funds for the 2021-2022 Fiscal Year

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

On or before August 20, 2021, the trustees of each district shall meet to consider all budget information and any attachments required by law. The Board of Trustees is required by law ([MCA 20-9-131](#)) to approve the budgeted funds for the District prior to August 25, 2021. The “budgeted funds” include: General, Transportation, Bus Depreciation, Retirement, Tuition, Adult Education, Technology, Flexibility, Debt Service and Building Reserve. The required public notice for the budget meeting was published in the Great Falls Tribune on August 8, 2021.

DISCUSSION

A general overview of each budgeted fund including a comparison with the previous fiscal year will be presented for consideration.

The trustees may continue the meeting from day to day but shall adopt the final budgets for the district and determine the amounts to be raised by tax levies for the district not later than August 25 and before the computation of the general fund net levy requirement by the county superintendent and the fixing of the tax levies for each district.

No General Fund Budget or any other budgeted fund levies were requested in May. Any taxpayer in the district may attend any portion of the trustees' meeting and be heard on the budget of the district or on any item or amount contained in the budget.

FISCAL IMPLICATIONS

The 2021-2022 combined Elementary and High School Budgeted Funds are anticipated to total \$100,871,965. For all 2021-2022 budgeted funds, total mills are anticipated to be 257.32 compared to 260.57 in 2020-2021.

RECOMMENDATION

Given the report and review of budgeted funds in preparation to approve the budgets for the 2021-2022 school year, it is recommended to continue the budget portion of this meeting to the regular Board meeting scheduled on August 23, 2021. It is further recommended that the Board take action on August 23, 2021 in order to meet the legal requirement that the budgets be adopted prior to August 25, 2021. No action is required at this time.

For more information about this item, please contact Superintendent Tom Moore at (406) 268-6001 or Director of Business Operations Brian Patrick at (406) 268-6050.

[Return to Agenda](#)