

**West Valley School District #1
Covid-19 Plan of Action
Approved by the WV SB on 3/26/2020**

OVERVIEW

On Sunday, March 15, 2020, Governor Bullock ordered all K-12 public schools in Montana closed starting Monday, March 16 through Friday, March 27, 2020. Pursuant to the March 19, 2020, directive of Governor Bullock, requirements for pupil instruction from Monday, March 16 through March 27, 2020, were waived with Montana's public schools receiving full funding, including the state transportation reimbursement. The Governor further directed that during the mandated school closure from March 16-March 27, 2020, school districts were to plan and begin implementation on the following:

1. Offsite learning instruction and structure;
2. School meals, consistent with what the District regularly provides;
3. Services for students with disability; and
4. Other services customarily provided to students.

Through his March 19, 2020, directive, the Governor stated that districts will receive full funding and all requirements for pupil instruction will be waived if the following conditions are met:

1. The District creates a Plan of Action to address those specific areas identified above;
2. The Board of Trustees approves the District's Plan of Action;
3. The Governor, in consultation with OPI, approves the Board of Trustees' endorsed Plan of Action and waives all requirements for pupil instruction. The Governor's March 19, 2020, directive provides that: "Presumptively, the Governor will approve waiver requests that are approved by school boards."
4. The District will submit periodic reports to the Governor addressing those specific areas identified above.

PLAN OF ACTION

The following represents the District's REQUIRED Plan of Action to address pupil instruction, the provision of school meals for students, compliance with IEPs and 504 plans of students with disabilities, and other services the District customarily provides to students:

1. **Offsite learning instruction and structure: The District has the following structure in place to ensure off-site learning for students. The District has ensured that continuity plans for educational services can be accessed by all students, regardless of resources available at home. The strategies identified below are, of course, customized to meet the individual needs of each student.**
 - 90-95% of our students in grades K-8 will access learning content in a digital environment using the following three digital platforms:

Google Classroom (grades 3-8)
Google Hangouts Meet (grades 3-8)
Class Dojo (grades K-2)

- Additional digital curriculum resources, many of which are already in use in our face to face classrooms, will be linked for student use through the platforms above. (GoMath, Wonders Reading, BrainPop, etc.)
- Training for online course design, digital citizenship, and accessibility will be offered to teachers via the OPI Learning Hub.
- Students needing a device will be able to check out a Google Chromebook; parents will need to sign an agreement.
- Google Chromebooks will be checked out to students prioritizing our students in grades 3-8 first.
- For students in grades K-8 who do not have unlimited data access, digital devices, or for any other reason cannot access their learning through the digital means described above, curriculum will be provided through print-based, weekly packets that are aligned with the online learning opportunities.
- Teachers will be available to students and parents for direction related to their work on scheduled school days.
- A suggested daily learning structure or schedule will be provided as a guide for students, parents/caregivers to follow.

2. School meals, consistent with what the District regularly provides: The District has implemented the following strategies to ensure that our students are continuing to receive nutritional meals, the same as if the District was open for pupil instruction.

- West Valley School District does not have a summer lunch program, does not meet the Community Eligibility Provision, and currently has a 25% free and reduced lunch count.
- Families with students in the West Valley SD can utilize Grab & Go Breakfast, or lunch through the Kalispell School District. Meals can be picked up at the Kalispell School District Central kitchen daily between 11:00 and 1:00 pm.

3. Services for students with disability: The District has implemented the following strategies to ensure that each student who has an IEP or 504 Plan continues to receive the educational and related services to make progress towards their individual goals. The strategies identified below are customized and differentiated to meet the individual needs of each IDEA and 504 student.

- Students with individual plans (IEP, 504) will have access to accommodations that apply to the educational setting and the remote learning environment.
- Students with IEPs will have multiple options to access special educator developed individualized interventions via on-line tools, individualized intervention curriculum materials (digital or hard copy packets), live individualized instruction, recorded instruction and guidance from staff through the remote learning platforms. While there may be some limitations to services in a remote learning environment, these platforms

and intervention tools will allow West Valley School District special education staff to make every effort to provide services for each student utilizing an approach within the platforms, materials or intervention tools that are uniquely designed for each student with an IEP. Meetings for Individual Education Programs or Reevaluations will be held via a video conferencing app or by phone.

- Students with IEPs will have access to individualized instruction utilizing the same remote platforms that are available to all students with additional learning platforms available to meet the specific needs of some students.
- The District is providing a Free and Appropriate Education for students with disabilities.
- The District is conducting IDEA and 504 meetings via electronic means and/or meeting in person, but complying with CDC Guidelines, State Guidelines and/or IEP plans.

4. Other services customarily provided to students: The District has implemented the following strategies to ensure that our students receive service that we provide the same as if pupils were being educated on-site.

- The District is providing guidance counseling supports and services through google meet and other video formats.
- Altacare services will be provided to those students who were currently being serviced by our Altacare staff.
- Counselors will check in with students to make sure their social/emotional needs are being met.

During the planning and implementation of the District's Plan of Action, we have implemented the following processes/mechanisms to ensure compliance with the Governor's March 19, 2020 directive, ongoing collaboration with all stakeholders and effective communications with our community, staff, parents and students:

- On March 18, 2020 the Board of Trustees made a Declaration of Unforeseen Emergency pursuant to 20-9-801 through 20-9-806, MCA
- At a properly noticed meeting on March 26, 2020, the Board of Trustees reviewed this Plan of Action, engaged in dialogue and deliberation regarding the same, and prior to approving this Plan, the public had an opportunity to provide input regarding the Plan.
- Our administrative staff have taken the lead in coordinating meetings with parents, certified and classified staff while maintaining the social-distancing, self-isolation and other guidance of the CDC, the State and local health officials.
- Our certified and classified staff participated in the development and implementation of this Plan.
- All parents/guardians of our students have been informed of our Plan for the continuity of educational and other services to their children.
- We have maintained regular contact with our community during this time of uncertainty to provide our community that we are providing for the needs of students and families and doing our part to minimize the impact of COVID-19 on our community, staff, parents and students.

- The District has adopted the Model Policy 3650 Pupil Online Personal Information Protection.
- The District has taken measures to ensure that all communications relating to the provision of programs and services for students and families are accessible to individuals with disabilities. This includes ensuring that all messages are available in both audio and visual formats.
- The District leadership has reviewed COVID-19 basic information provided by the CDC.
- The District has established a point of contact with local and state health authorities to discuss the impact of COVID-19 on their community.
- The District has provided students, staff, and parents with COVID-19 fact sheets from the CDC available at <https://www.cdc.gov/coronavirus/2019-ncov/about/share-facts-h.pdf>.
- The District has conducted a training for staff and students on common preventative measures for COVID-19 prevention including:
 - Washing hands with soap for at least 20 seconds
 - Avoiding touching eyes, nose, and mouth
 - Covering coughs and sneezes with tissues and throwing away tissues
 - Avoiding contact with others when sick
- The District has and will continue to comply with FERPA in reference to any student who may be identified as having COVID-19
- The District has and will continue to comply with HIPAA Privacy laws in reference to any staff member who may be identified as having COVID-19.
- The District has taken safety measures to comply with CDC guidelines on social distancing (6-feet of distance between individuals), limiting large groups of individuals from being together, and provided disinfectant wipes, etc. to regularly sanitize surfaces within the school, including but not limited to: door handles/knobs, restrooms, surfaces and electronic devices shared by staff and others, etc.
- The District has adequately equipped maintenance and cleaning staff with personal protective equipment gloves and gowns that are appropriate for the cleaning products used and to minimize having contact with potentially contaminated surfaces.
- The District has a cleaning schedule that is updated daily.
- The District has educated all staff to recognize the symptoms of COVID-19 in case they become exposed to the virus themselves.
- The District has cancelled school sponsored events/travel of students and staff.
- The District has a process in place for regular review of and refinement of this Plan to ensure it continues to meet the needs of our students.
- The Board of Trustees will review and when necessary approve any updates to this Plan for submission to the Governor's Office.