

LES Transition Plan

23-24



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EXECUTIVE SUMMARY

Glendive Public Schools is embarking on a critical transition from our aging infrastructure to modern modular classrooms. This transition has become a necessity due to the state of disrepair of our existing facilities, notably the 1909 section of our building, which has faced insurmountable challenges, including an outdated boiler system, deteriorating pipes, and asbestos concerns. We have been diligently preparing for this move to ensure a seamless transition for our students, staff, and the broader community.

The purpose of this Transition Plan is to provide a structured framework for executing this significant change, highlighting the critical steps, responsibilities, and timelines. Our primary goals are to enhance the learning environment for our students, improve safety, and offer our dedicated teaching staff a more conducive and up-to-date workspace.

Throughout this plan, we will outline the project timeline, communication strategy, roles and responsibilities of stakeholders, and specific details related to facilities preparation, modular classroom setup, technology integration, and the move itself. Additionally, we will address crucial aspects such as safety, student and staff support, contingency plans, budget considerations, and post-transition evaluation.

This Transition Plan reflects our commitment to ensuring a successful transition to modular classrooms, one that prioritizes the well-being of our students and staff, as well as the educational experience they receive. We are confident that by adhering to this plan, we can minimize disruptions and create a learning environment that meets the highest standards.

INTRODUCTION

Glendive Public Schools is dedicated to providing our students with a safe and conducive learning environment that promotes excellence in education. However, our longstanding challenges with the infrastructure of the 1909 section of our building have reached a point where a transformative change is necessary.

Our boiler system, which has been a subject of concern for many years, has been deemed unfit for further use by our boiler inspector. The century-old pipes, wrapped in asbestos, pose health and safety risks that cannot be ignored. To address these issues, we have taken the decision to abandon the 1909 section and transition to modern modular classrooms.

This Transition Plan serves as a roadmap for navigating this complex endeavor. It outlines the steps, strategies, and responsibilities required to ensure a successful move, taking into account the needs and concerns of our students, staff, parents, and the broader community. It reflects our commitment to making this transition as smooth as possible, recognizing the potential challenges and disruptions that lie ahead.

In the following sections, we will provide a comprehensive overview of our approach to the transition. This plan emphasizes effective communication, diligent preparation, and a commitment to safety and support. Our aim is to not only overcome the challenges posed by our outdated infrastructure but also to create an improved learning environment for our students and a more comfortable workspace for our teachers.

We understand that this transition may raise questions and concerns among our stakeholders, and we are fully committed to addressing them transparently and proactively. We look forward to working collaboratively with all parties involved to ensure the success of this transformative project.

GOAL/PRIORITY

Our primary goal during this transition to modular classrooms at LES is to ensure a seamless and efficient process that prioritizes the safety, comfort, and education of our students. To achieve this goal, we have identified the critical path, which outlines the most essential tasks that must be completed promptly to have the building ready and students back to their regular learning routines as soon as possible.

The critical path focuses on tasks that are of utmost importance for the successful operation of the new classrooms. These tasks include:

1. **Fire Alarm:** Ensuring the safety of our students and staff is our top priority. The installation and testing of a reliable fire alarm system are crucial to provide a secure learning environment.
2. **Internet:** In today's digital age, a stable internet connection is essential for both teaching and learning. Setting up a robust internet infrastructure is vital to support educational activities in the new classrooms.
3. **Phones:** Effective communication is key to the smooth operation of any educational institution. Installing and configuring phone systems is a critical step in ensuring that staff can communicate efficiently.
4. **TVs:** Technology plays a significant role in modern education. TVs will be used for instructional purposes, and their setup is essential to support the teaching process.
5. **Whiteboard/Corkboards:** These are essential tools for teaching and displaying information. Installing whiteboards and corkboards in classrooms will enable educators to effectively deliver lessons and provide information to students.
6. **Computers:** Access to computers is crucial for both students and teachers. Setting up computer systems in the classrooms will facilitate educational activities and administrative tasks.
7. **Desks:** Providing students with a suitable learning environment is essential. The arrangement of desks and seating is a critical component of classroom setup. This also includes the teacher's desk.

While these tasks are on the critical path and must be completed as a top priority, it's important to note what is not on the critical path. These include room aesthetics, room storage solutions, room amenities (such as refrigerators and microwaves), and locker space/coat hooks. These items, while important for the overall functionality and comfort of the classrooms, will be addressed once we have confirmed that the critical path tasks are successfully completed and the new classrooms are operational.

By focusing on this critical path and ensuring the efficient and effective setup of essential classroom elements, we aim to provide our students with a conducive learning environment as swiftly as possible, minimizing disruptions to their education. EXPECTATION IS NOT PERFECTION

HEATING

As we approach the colder months of the year, it's imperative to ensure that our students and staff remain comfortable and focused on their educational journey. This year, we find ourselves in the historic 1909 part of our building while eagerly awaiting the completion of our new modular facilities. This unique setting has its advantages, notably in its ability to retain heat due to its sturdy brick construction. Moreover, the body heat generated by our enthusiastic students contributes to the warmth of our learning spaces which will help maintain temperatures.

To make the most of our current situation and ensure a pleasant learning environment, it's important for all of us to collaborate. Teachers, in particular, will play a crucial role in conserving the heat within the classrooms. We kindly request that windows remain closed during colder periods to help us regulate the temperature effectively.

Rest assured, we've implemented proactive measures to address heating concerns. Heating units have been put in place to help the 1909 part of the building not freeze up during the winter (winterizing). These heating units will be activated as required to help maintain temperatures. This should help in our hallways and the classrooms.

In cases where these heating measures may fall short and classroom temperatures start becoming uncomfortably cold, we have established a contingency plan. Each classroom will be furnished with a 1500 watt Infrared Space Heater, providing the option to moderate the temperature. Additionally, students and staff are encouraged to dress warmly, including wearing sweatshirts and layers, to better adapt to cooler indoor conditions.

While we remain optimistic about providing a comfortable and productive learning environment, we recognize that extreme weather conditions can present challenges. In the unlikely event of a worst-case scenario, where the cold begins to significantly impact the learning environment, we are prepared to take further action. This may include relocating affected classrooms to a warmer area or, as a last resort, considering the temporary cancellation of school. Please understand that any missed instructional time due to such decisions will be rescheduled to minimize disruptions to the learning process. We will work diligently to exhaust all possibilities to avoid such situations.

The well-being of our students and staff remains our highest priority. We greatly appreciate your support and understanding as we navigate the colder months ahead. Together, as a dedicated educational community, we can ensure a warm and enriching experience for all, regardless of the challenges that may arise.

Below, you will find our 3-tier system of support to make sure the temperatures are at a safe and comfortable level for our students and staff. Proper communication will be paramount throughout this process.

Tier 1 - Temperature Range: 60-70 Degrees (Classroom Temps)

Objective: Maintain a comfortable and consistent temperature within the classrooms without the need for additional interventions.

- **Central Heating:** The central heating system will be activated to maintain a steady temperature within the classrooms.
- **Classroom Layout Optimization:** Teachers are encouraged to arrange classroom furniture and seating in a way that maximizes the efficient use of heat.
- **Window and Door Sealing:** Ensure that all windows and doors are properly sealed to minimize heat loss.

Tier 2 - Temperature Range: 55-60 Degrees (Classroom Temps)

Objective: If Tier 1 measures are insufficient to maintain a comfortable temperature, Tier 2 introduces additional strategies to enhance warmth within the classrooms.

- **Portable Heaters:** In cases where classroom temperatures drop below 65 degrees, portable infrared heaters will be available for use. Teachers can place these heaters strategically to maintain a comfortable environment.
- **Dress in Layers:** Encourage students and staff to dress warmly in layers, including sweaters or light jackets, to adapt to cooler indoor temperatures.
- **Efficient Use of Heaters:** Staff will be provided guidance on the proper use of portable heaters to ensure safety and effectiveness.

Tier 3 - Temperature Range: Below 55 Degrees (Classroom Temps)

Objective: In extreme cold conditions where Tier 2 measures are insufficient, Tier 3 interventions are implemented to ensure the comfort and well-being of students and staff.

- **Room Relocation:** Classes may be relocated to warmer areas within the building to ensure a more comfortable learning environment.
- **Alternative Learning Spaces:** If the classroom conditions remain too cold, alternative learning spaces or buildings may be considered to provide a suitable environment for instruction.
- **School Delay or Closure:** In the event that the cold temperatures pose a significant risk to students and staff, school delay or closure may be considered. Any missed instructional time will be rescheduled to minimize disruptions to the learning process.

Additional Considerations:

- **Monitoring:** Temperatures in classrooms will be actively monitored to determine the appropriate tiered response.
- **Communication:** Timely communication will be maintained with teachers, staff, and parents to keep them informed about any changes in the heating plan and the possibility of delays or closures.

By implementing this tiered heating plan, we aim to create a warm and comfortable learning environment for our students while ensuring the well-being of our dedicated staff during colder seasons. Your cooperation and understanding during temperature-related challenges are greatly appreciated as we work together to provide the best possible educational experience.

PROJECT TIMELINE/MOVING SCHEDULE

We want to assure all stakeholders that our preparations for this significant transition have been thorough and efficient. Despite the unexpected delay of approximately two weeks in the arrival of the modular classrooms, we are pleased to report that nearly 98% of the necessary preparations are already in place and proceeding smoothly. In response to the delay, we are adjusting the timeline on the back end to ensure that we can still meet our goal of transitioning to the new classrooms by the end of the month. We appreciate the hard work and dedication of our team in getting everything ready, and we remain committed to making this transition as seamless and successful as possible for our students and staff. Your support and understanding during this time are greatly appreciated.

Week of October 2nd - Preparations and Coordination

- Teachers and staff continue working in their existing classrooms.
- Teachers inventory classroom materials and ensure items are labeled for easy identification during the move.
- Coordination meetings continue to discuss specific logistics and responsibilities for the move.
- Finalize preparations for the modular classrooms, including site work, and utility connections
- Ensure all contractors are scheduled for internet connectivity, fire alarms, and classroom technology.
- Ensure all necessary permits and approvals are obtained.
- Conduct safety inspections for the modular classroom installation.
- Purchase and deliver individual infrared heaters for classrooms in case of early cold weather.
- The school continues to monitor heating systems and address any cold weather concerns.

Week of October 9th - Finalizing Modulares and Planning

- Teachers and staff continue working in their existing classrooms.
- Staff members begin preparations, including packing and organizing their classrooms in their existing locations.
- Coordinate with contractors and vendors for the upcoming modular arrival.
- Begin building and installing TVs and TV stands to be ready for classroom use.
- A plan is developed for the move, including identifying people who will assist in orchestrating the move.
- The school continues to monitor heating systems and address any cold weather concerns.

Week of October 16th - Final Classroom Setup in Modulares

- Teachers and staff continue working in their existing classrooms.
- Modular classrooms are scheduled to arrive during this week. Verify the delivery schedule with the supplier.
- Begin the assembly and installation of modular classrooms immediately upon arrival.
- Initiate the setup of essential infrastructure, including internet connectivity, telephone lines, fire alarm systems, access control, and security system.
- Conduct safety checks during the assembly and installation process.
- The coordination team finalizes the plan for the move, including roles and responsibilities for people assisting with the move.
- The school continues to monitor heating systems and address any cold weather concerns.

Week of October 23rd - Preparing for the Move

- Teachers and staff continue teaching in their old classrooms.
- Continue the assembly and outfitting of modular classrooms.
- Ensure that all technology installations (internet, phones, fire alarms, access control, security) are progressing as planned.
- Verify that all safety and security measures are in place for the new modular classrooms.
- Modular classrooms are getting ready for occupation, with internet and technology still getting finalized
- The coordination team ensures that all logistics for the move are in place.
- Equipment for the modular classrooms is set up and ready.
- People who will assist in orchestrating the move are briefed on their roles.
- The school continues to monitor heating systems and address any cold weather concerns.

Week of October 30th - Transition Week

- The transition to the new modular classrooms is scheduled to begin during this week specific dates will be determined by the progress
- Coordinate and communicate the move-in process to staff, students, and parents.
- Oversee the actual move of classroom materials, equipment, and supplies.
- Each teacher moves their classroom materials, equipment, and supplies to the modular classrooms.
- Conduct final inspections to ensure that all classrooms are fully operational and safe.
- Continue to provide support and assistance to staff and students during the move.
- The school continues to monitor heating systems and address any cold weather concerns.

Week of November 5th and Beyond

- Students and staff start using the new Modular Complex.
- Address any issues or concerns that arise in the new Modular Complex.
- Make any necessary adjustments or improvements based on feedback.
- Monitor the performance of the heating systems and make adjustments as needed for the approaching winter.
- Continue regular communication with staff, students, and parents to ensure a smooth transition period.
- Possible Faculty Bathroom in Gymnasium area
- Lockers or Coat Hooks are installed in the Modular Complex
- Ongoing support and assistance are available to staff, students, and parents as they settle into the new learning spaces.
- Any adjustments or improvements identified during the transition will be addressed promptly through the Facility Request process.
- The school continues to monitor heating systems and address any cold weather concerns.

COMMUNICATION SUMMARY

1. Staff Communication

Our first and immediate priority is to communicate the transition plan to our dedicated staff members. They are at the heart of our school district, and their understanding and cooperation are essential for a smooth transition. We will:

- Schedule a staff meeting or series of meetings to present the transition plan in detail.
- Provide ample time for staff to ask questions and express concerns.
- Emphasize the benefits of the move, including improved facilities and safety.
- Address any potential disruptions or challenges and outline the support and resources available to staff during the transition.
- Maintain open channels of communication with staff throughout the process, with regular updates and opportunities for feedback.

2. Board Communication

Our school board is a critical part of the decision-making process, and they should be informed promptly and comprehensively. We will:

- Schedule a board meeting to present the transition plan and provide a detailed overview.
- Share the timeline and key milestones, including the adjusted timeline due to the two-week delay in modular arrival.
- Highlight the budget and funding sources for the project.
- Address any questions or concerns raised by board members.
- Request their support and cooperation in effectively communicating the transition plan to the community.

3. Community Communication

Our community's involvement and understanding are vital to the success of this transition. We will:

- Develop a comprehensive communication plan to inform the community about the move to modular classrooms.
- Use various channels such as newsletters, social media, the school website, and local news outlets to disseminate information.
- Clearly explain the reasons for the transition and the benefits it brings to our students and the community.
- Share the adjusted timeline, emphasizing our commitment to a timely and smooth transition.
- Encourage community members to reach out with questions or concerns and provide contact information for inquiries.

Throughout all stages of communication, we will maintain a transparent and collaborative approach, ensuring that all stakeholders are well-informed and have the opportunity to participate in the process. Our aim is to build trust, minimize concerns, and create a supportive environment for the successful transition to modular classrooms.

FACILITIES PREPARATION

Our facilities' preparation for the transition to modular classrooms is well underway, with approximately 98% of the necessary setup already completed. The remaining tasks involve finalizing the modular classrooms, including internet connectivity, fire alarms, phones, and outfitting classrooms with essential equipment. Below is an outline of the key tasks and responsibilities in this phase:

1. Temporary Heating (1909) until Transition

- **Task:** Until the arrival and transition of the new Modular Classroom Unit, and with cooler temperatures setting in, temporary heating will be provided for in the 1909 section of LES. Each classroom will be equipped with one 1500 watt Infrared Space Heater. In addition to the Infrared Heaters, the large unit heater that was installed in the basement hallway in the 1909 section will be fired up providing some heat to the common areas.
- **Responsibilities:**
 - **Facilities Team:** Install Infrared Heaters in each classroom and set the thermostat and fire the unit heater to ensure that classrooms maintain minimum temperature of 65° F.

2. Modular Complex Arrival and Assembly

- **Task:** Upon the arrival of the Modular Classroom Units, they will need to be positioned, connected, and anchored into place according to the site plan to form the Modular Complex. Here is the latest Modular Complex layout and floor plans: [LES Modular Floor Plans \(7-31-2023\)](#)
- **Responsibilities:**
 - **Facilities Director:** Oversee the placement and assembly of Modular Classroom Units, ensuring they are level and secure, and positioned correctly.
 - **Contractors:** Assemble Modular Classroom Units according to manufacturer specifications.

3. Utility Connections to the Modular Complex

- **Task:** Once the modular classroom units are positioned and anchored in place, contractors will need to connect the Water, Sewer, and Electricity from the local utilities to the modular unit.
- **Responsibilities:**
 - **Facilities Director:** Coordinate and oversee Utility connections ensuring functionality by October 27th.
 - **Contractors:** Connect and test Water/Sewer, HVAC, and Electrical systems in the Modular Complex.

4. Technology Integration

- **Task:** Prepare the modular classrooms for technology integration, including internet connectivity, phones, and fire alarms.
- **Responsibilities:**
 - **Tech Contractors:** Install and configure internet connections, ensure phone lines are operational, and set up fire alarm systems.
 - **Facilities and IT Depts:** Coordinate with vendors for timely installation and activation.

5. Classroom Outfitting

- **Task:** Equip classrooms with essential instructional equipment, including whiteboards, TVs, and classroom furniture.
- **Responsibilities:**
 - **Facilities Dept:** Ensure that classrooms are ready for outfitting with necessary fixtures, including whiteboards and TV mounts.
 - **IT Department:** Set up classroom technology, including interactive whiteboards and TVs, and ensure internet connectivity.
 - **Classroom Staff:** Arrange desks, chairs, and teaching materials in preparation for teaching.

6. Final Inspections

- **Task:** Conduct thorough inspections to ensure that all modular classrooms are safe, functional, and ready for occupancy.
- **Responsibilities:**
 - **Facilities Team:** Perform final safety and quality checks to address any potential issues.
 - **Admin:** Verify that all safety measures, including fire alarms, are operational and compliant with regulations.
 - **IT Department:** Test technology equipment and connections to ensure functionality.

7. Transition

- **Task:** Once everything is completed with the modulares, we will complete the move. A moving plan will be sent to the teachers that will have everything laid out about the move. The following are the classroom Layout Options for the teachers: [SAMPLE](#), [SAMPLE BLANK](#), [SAMPLE FILLED IN](#)

- **Responsibilities:**
 - Admin: Will develop moving plan to send to teachers so the transition is efficient and effective on moving day.
 - Teachers: Follow the moving plan that is developed.
 - Community: Will help where needed to move all classrooms and items that need to be done.

SAFETY AND SECURITY

The safety and security of our students, staff, and facilities remain paramount during the transition to modular classrooms. While asbestos concerns have been addressed separately, this section addresses broader safety and security measures.

1. Site Safety

- The placement of modular classrooms on the playground will necessitate the temporary sectioning off of that area from the rest of the playground.
- Fencing or barricades will be erected around the modular classrooms to restrict access to construction or setup areas.
- Signage and clear demarcation will inform students, staff, and visitors about restricted zones.
- Regular safety inspections of the entire site, including the modular classrooms, will be conducted to identify and address any potential hazards.

2. Fire Safety

- Fire alarm systems in the modular classrooms will be fully operational and compliant with regulations before moving into the modular classrooms.
- Fire drills and emergency evacuation procedures specific to the modular classrooms will be practiced to ensure a swift and safe response in case of fire or other emergencies.

3. Security Measures

- Access to the modular classrooms will be controlled and monitored.
- Security features such as locking mechanisms, and surveillance cameras will be in place and operational.
- Staff will be trained in security protocols and procedures.

4. Communication

- A clear and efficient communication system will be established in case of emergencies.
- E3 will be used as the GPS primary emergency alert system.
- Staff members will be informed about how to communicate emergencies within the modular classrooms and with the main building.

5. Health and Safety Training

- Staff members will receive training on safety procedures and protocols specific to the modular classrooms.
- Training will cover topics such as fire safety, emergency response, and security measures.

6. Reporting and Response

- All safety concerns, incidents, or hazards should be reported promptly to the administrator.
- An incident response team will be in place to address and respond to any safety or security issues.

By implementing these safety and security measures, we aim to provide a secure and comfortable learning environment within the modular classrooms. Regular training, clear communication, and vigilance will be our tools in ensuring that the transition to modular classrooms is not only smooth but also safe for all stakeholders.

STUDENT AND STAFF SUPPORT

The transition to modular classrooms represents a significant change for our school community. To ensure that students and staff navigate this transition with confidence and minimal disruption, we have established a comprehensive support system that encompasses the needs of both groups.

Support for Students:

1. Orientation and Familiarization:

- Prior to the move, students will participate in orientation sessions to acquaint them with the new modular classrooms and their surroundings.
- Orientation will include explanations of classroom layouts, technology usage, and safety procedures specific to the modular classrooms.

2. Emotional Support:

- Recognizing that change can be challenging for students, our counseling team will be available to provide emotional support and guidance.
- Regular check-ins and discussions will be held to address any concerns or anxieties students may have.

3. Academic Support:

- Teachers will closely monitor students' academic progress during the transition period.
- Additional academic support and tutoring will be available for students who may need it.

4. Communication Channels:

- Students will have access to a designated point of contact for questions or concerns related to the transition.
- Regular communication with students and parents will provide updates and address any issues that may arise.

5. Transitions to and from Main Building

- Cameras
- Phones
- Staff support
- Paths will be cleared

6. Community Building:

- Special efforts will be made to foster a sense of community and belonging within the new modular classrooms.
- Collaborative activities and team-building exercises will be organized to help students bond with their peers and new teachers.

Support for Staff:

1. Professional Development:

- Staff members will receive training on using the technology and classroom equipment in the modular classrooms.
- Professional development opportunities will be provided to help teachers maximize the potential of their new teaching environments.

2. Collaboration and Resources:

- Teachers will have access to collaborative spaces and shared resources to facilitate teamwork and idea sharing.
- Support staff and resources will be available to help teachers plan and adapt their lessons for the modular classrooms.

3. Mental Health and Wellness:

- The well-being of our staff is a priority. Counseling services will be available to support teachers and staff members emotionally during the transition.
- Workshops and stress management resources will also be provided.
- 4. Logistical Assistance:
 - As part of our commitment to a smooth transition, staff will have access to logistical support for moving their classroom materials to the new modular classrooms.
 - The \$100 moving stipend, as per the Collective Bargaining Agreement (CBA), will be available to eligible staff members.
- 5. Feedback and Collaboration:
 - Teachers will have opportunities to provide feedback on the transition process, including classroom setup, technology integration, and any challenges they may encounter.
 - Collaboration and brainstorming sessions will be encouraged to share best practices and address concerns.

By offering a robust support system that caters to both the emotional and practical needs of students and staff, we aim to ensure a successful transition to the modular classrooms. Clear communication, professional development, and a supportive atmosphere will be the cornerstones of our approach.

CONTINGENCY PLANS

While we have diligently planned for a smooth transition to modular classrooms, unforeseen challenges or disruptions can occasionally arise. This contingency plan is designed to help us respond effectively to unexpected circumstances to minimize disruption and ensure the safety and well-being of our students and staff.

1. Delay in Modular Arrival:

- **Scenario:** In the event of a further delay in the arrival of the modular classrooms beyond the anticipated schedule.
- **Response:**
 - Communicate promptly with all stakeholders to inform them of the delay and the revised timeline.
 - Continue to provide support to staff and students in their current classrooms, ensuring that teaching and learning are not adversely affected.
 - Adjust the moving schedule and transition plan as necessary to accommodate the new arrival date of the modular classrooms.

2. Unforeseen Building Issues:

- **Scenario:** Discovering unexpected issues within the existing building during the transition process.
- **Response:**
 - Isolate the affected area and assess the severity of the issue.
 - Engage appropriate professionals and contractors to address and resolve the problem.
 - Communicate transparently with staff, students, and parents about any temporary relocations or changes in plans.
 - Adjust the timeline and transition plan as needed to accommodate repairs.

3. Inclement Weather:

- **Scenario:** Severe weather conditions that may impact the move or safety of students and staff.
- **Response:**
 - Monitor weather forecasts and conditions leading up to and during the transition period.
 - If necessary, delay or reschedule moving activities to ensure the safety of all involved.
 - Ensure that heating systems and safety measures are adequate to address cold weather challenges.
 - Communicate any weather-related changes promptly to all stakeholders.

4. Technology or Infrastructure Issues:

- **Scenario:** Technical issues or infrastructure failures affecting the functionality of modular classrooms.
- **Response:**
 - Engage IT professionals to diagnose and resolve technical problems swiftly.
 - Provide alternative solutions for classroom instruction if technology issues persist.
 - Communicate with teachers and staff to ensure they are aware of the situation and any alternative plans in place.

5. Health and Safety Concerns:

- **Scenario:** Health and safety concerns that may arise during the transition.
- **Response:**
 - Engage relevant authorities and professionals to assess and mitigate the concern.
 - Communicate transparently with all stakeholders about the situation, precautionary measures, and any necessary actions.
 - Ensure that students and staff are informed about safety procedures and protocols.

6. Communication and Support:

- In all contingency scenarios, maintaining open and transparent communication with staff, students, parents, and the broader community is paramount.
- Provide ongoing support and resources to address concerns, alleviate anxiety, and ensure the well-being of all involved.

By having a well-defined contingency plan in place, we can respond proactively to unexpected challenges during the transition to modular classrooms. Clear communication and a flexible approach will be key to successfully navigating any unforeseen circumstances that may arise.

BUDGET AND RESOURCES

To ensure a smooth transition to modular classrooms at LES, the District has secured financial resources through Bank Qualified and Tax Exempt Loans. These loans include:

Loan 1:

Principal Amount: \$500,000

Interest Rate: 3.89%

Final Payment Date: July 1, 2028

Loan 2:

Principal Amount: \$1,500,000

Interest Rate: 4.01%

Final Payment Date: July 1, 2038

These loans have been obtained with an interest rate of approximately 4%, and they are not secured by a pledge of the school district's taxing power but are payable from amounts in its Building Reserve funds.

The funds acquired through these loans will be used for various aspects of the transition, including the acquisition and installation of nonpermanent modular classrooms, utility services, and related improvements.

Additionally, it is essential to note that the District has budgeted for the repayment of these loans, including both principal and interest payments, in each fiscal year to ensure timely debt service payments. The budget includes provisions for the payment of principal and interest installments as they become due, starting with the fiscal year ending

June 30, 2024. The Permissive Building Reserve Levy (Loan 2) and Voted Buildings Reserve Levy (Loan 1) will be used to pay the principal and interest.

The District will also adhere to all relevant financial and legal requirements to ensure the loans are managed appropriately, and the transition to modular classrooms is carried out successfully within the allocated resources. These financial resources will play a crucial role in making this transition possible while maintaining the financial stability of the District.

CONCLUSION

The transition to modular classrooms at Lincoln School represents an important step in our commitment to providing safe, modern, and comfortable learning environments for our students and staff. Through meticulous planning, proactive measures, and the support of our dedicated community, we are well-prepared to embrace this change.

While challenges may arise, our comprehensive Transition Plan, along with contingency measures, will guide us in addressing any unforeseen circumstances with flexibility and resilience. The safety, well-being, and educational experience of our students remain our top priorities.

Together, we will navigate this transition with confidence, unity, and a shared commitment to providing the best possible educational experience for all. As we move forward, let us remember that challenges are opportunities for growth, and our collective strength will see us through to success. We are stronger together.

Thank you for your dedication, patience, and support as we embark on this exciting journey toward a brighter future for Lincoln School.