



Office of the Superintendent
Billings Public Schools
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Delivered via email

Memorandum

From: Greg Upham, Superintendent
To: All Billings Public Schools Employees
Date: August 22, 2021
Re: Masking Directive Effective Today

On Saturday, August 21st, I reissued a masking requirement for the entire School District. All students, employees, and visitors during the normal school day in our schools and other facilities are required to wear a mask to protect against the transmission of the coronavirus. This was not an easy decision and not where I wanted us to be at the start of this school year. My decision is explained in a letter that all employees received via email dated August 21, 2021; the letter can be found on the School District's website.

I want to address the questions being asked about staff who intend to refuse to comply and/or enforce the masking requirement of all students, employees, and visitors starting tomorrow morning. First, the masking requirement is a directive to all employees of the School District. Second, refusal to comply and/or enforce the masking requirement would be unacceptable insubordination and the employee will be disciplined. By this memorandum all School District teaching and support staff are advised that if a staff member refuses to comply and/or enforce my masking directive,¹ they are to be placed on unpaid leave for insubordination for a period of not less than five (5) working days, unless he or she comes to the administration before those days are passed and agrees to abide by the directive.

After those five days have concluded, if the staff member still refuses to comply and/or enforce my masking directive, additional discipline will be considered, up to and including a recommendation for the termination of the staff member's contract of employment with the School District.

Respectfully,

Mr. Greg Upham
Superintendent

¹ Exceptions and accommodations will be made for those who have a legitimate medical reason for not wearing a mask. Please reach out to your administrator if this applies to you.