



BOZEMAN SCHOOL DISTRICT NO. 7
ELECTRONIC
MONDAY -- October 11, 2021 -- 5:45 PM

Regular Board Meeting

- 5:45 1. **Call to Order -- Roll Call -- Pledge of Allegiance** Red = Not an Agenda Item (Placeholder)
2. **BSD7 Experience** Black = Agenda Item
- 2.1 Student Representatives Report
 - 2.2 Board Education - Spring 2021 Student Data Update
The Board Education Opportunity is a 15-minute segment that allows our Board to receive an educational snippet of what is happening in our District.
 - 2.3 Recognition and Awards
 - [2.3.1](#) 2021 AA Golf State Championship Team, Individual State Champion, and All-State Individuals
3. **Action Items -- Consent**
- 3.1 Policy 2nd Reading
 - [3.1.1](#) Consider Approval of Policy Revisions - 3000 Series
 - 3.2 Minutes
 - [3.2.1](#) Consider Approval of Board Meeting Minutes
 - 3.3 High School District
 - [3.3.1](#) Consider Approval of High School Bond Projects Update
 - 3.4 Both Districts
 - [3.4.1](#) Consider Approval of Personnel Actions
 - [3.4.2](#) Consider Approval of Financial Reports, Warrant Approval, and Donations
 - [3.4.3](#) Consider approval of the 2022-23 Budget Development Calendar
 - 3.5 Elementary District
4. **Action Items -- Singular**
- 4.1 Both Districts
 - 4.2 High School District
 - 4.3 Elementary District
5. **Board Discussion**
- 5.1 Policy 1st Reading
 - 5.2 Committee Reports
6. **Public Comment on Non-Agenda Items**
- Recognition of visitors and explanation of procedures to be followed when addressing the Board. Members of the community are given the opportunity to make brief comments to the Board on any matter that is not included in the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order.
7. **Reports**
- [7.1](#) Executive Cabinet Report
 - [7.2](#) Board of Trustees
- Requests, Calendar, Concerns, Reports, Future Agenda Items, Open Meeting Topics for Next Meeting

ADJOURN

Public comment may be submitted electronically to trustees@bsd7.org

PLEASE TURN OFF CELL PHONES

The Board meeting will be exclusively using Zoom. There will not be an on site in person meeting.

[Join Zoom Meeting](#)

Thank you for your participation in Bozeman Public Schools's Board Meetings. Participants are asked to engage in civil discourse that is defined as engagement intended to enhance understanding. BSD7 Board Meetings are defined as *public meetings* in regards to MCA statute 45-8-101 below.

Montana Code Annotated 2019

TITLE 45. CRIMES

CHAPTER 8. OFFENSES AGAINST PUBLIC ORDER

Part 1. Conduct Disruptive of Public Order

Disorderly Conduct

45-8-101. Disorderly conduct. (1) A person commits the offense of disorderly conduct if:

- (a) the person knowingly disturbs the peace by:
 - (i) quarreling, challenging to fight, or fighting;
 - (ii) making loud or unusual noises;
 - (iii) using threatening, profane, or abusive language;
 - (iv) rendering vehicular or pedestrian traffic impassable;
 - (v) rendering the free ingress or egress to public or private places impassable;
 - (vi) disturbing or disrupting any lawful assembly or public meeting;
 - (vii) transmitting a false report or warning of a fire or other catastrophe in a place where its occurrence would endanger human life;
 - (viii) creating a hazardous or physically offensive condition by any act that serves no legitimate purpose; or
 - (ix) transmitting a false report or warning of an impending explosion in a place where its occurrence would endanger human life; or
 - (b) in the course of engaging in any of the conduct prohibited by subsections (1)(a)(i) through (1)(a)(vi), a peace officer recognizes the person's conduct creates an articulable public safety risk.
- (2)
 - (a) Except as provided in subsections (2)(b), (3), and (4), a person convicted of the offense of disorderly conduct shall be fined an amount not to exceed \$100.
 - (b) A person convicted of a second or subsequent violation of subsections (1)(a)(i) through (1)(a)(vi) within 1 year shall be fined an amount not to exceed \$100 or be imprisoned in the county jail for a term not to exceed 10 days, or both.
 - (3) A person convicted of a violation of subsections (1)(a)(vii) through (1)(a)(ix) shall be fined an amount not to exceed \$1,000 or be imprisoned in the county jail for a term not to exceed 1 year, or both.
 - (4) A person convicted of a violation of subsection (1)(b) shall be fined an amount not to exceed \$500 or be imprisoned in the county jail for a term not to exceed 1 day, or both.

History: En. 94-8-101 by Sec. 1, Ch. 513, L. 1973; R.C.M. 1947, 94-8-101; amd. Sec. 1, Ch. 508, L. 1989; amd. Sec. 8, Ch. 415, L. 1991; amd. Sec. 1693, Ch. 56, L. 2009; amd. Sec. 1, Ch. 250, L. 2013; amd. Sec. 16, Ch. 321, L. 2017; amd. Sec. 2, Ch. 372, L. 2019.

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Meeting Date:	October 11, 2021
Category:	Recognition and Awards
Agenda Item #:	2.3.1
Originated By:	Mark Ator, Activities Director
Others Involved:	Ryan Nelson, BHS Head Coach Todd Houston, BHS Assistant Coach Matt Clark, GHS Head Coach Matt Barefield, GHS Assistant Coach

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

2021 AA Golf State Championship Team, Individual State Champion, and All-State Individuals

Fiscal Impact:

N/A

Recommendation:

It is recommended that the Board of Trustees adopt the following resolution:

WHEREAS: The Bozeman High and Gallatin High Golf teams participated in the 2021 State AA Golf Tournament in Bozeman on September 31 - October 1; and

WHEREAS: The Gallatin High Boys Team took 1st place; and

WHEREAS: Jordan Verge finished as the AA State Champion; and

WHEREAS: Earning All-State honors by finishing in the Top 15 were:

Gallatin High:

Jordan Verge 1st

Justus Verge 2nd

Ramey Lloyd 7th

Gavin Klein 12th

Stevie Voigt 14th

Addiley Lloyd 8th

Ella Torsleff 10th

Bozeman High:

Elly Atkins 5th

Sara Priebe 15th

THEREFORE: Be it resolved that the Board of Trustees recognize and honor the 2021 Gallatin Boys' AA State Championship Golf Team: Gavin Klein, Ramey Lloyd, Jordan Verge, Justus Verge, and Stevie Voigt; Individual State Champion, Jordan Verge; and Gallatin Boys' and Girls' All-State Individuals: Gavin Klein, Addiley Lloyd, Ramey Lloyd, Ella Torsleff, Jordan Verge, Justus Verge, and Stevie Voigt; and

Bozeman High All-state Individuals: Elly Atkins and Sara Priebe.



Meeting Date:	October 11, 2021
Category:	Action Items Consent - Policy 2nd Reading
Agenda Item #:	3.1.1
Originated By:	Chad Berg, Director of Special Education and Student Health
Others Involved:	Montana School Boards' Association; Mike Waterman, Executive Director of Business and Operations; Marilyn King, Deputy Superintendent; Mike VanVuren, Interim Deputy Superintendent; and Casey Bertram, Interim Superintendent

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of Policy Revisions - 3000 Series

Facts:

1. The MTSBA Policy Services team has monitored [recent regulatory changes affecting school districts from the Department of Public Health and Human Services and Department of Environmental Quality](#) and has prepared necessary updates.
2. Additional policy revisions were developed by the Montana School Boards' Association based on pieces of legislation that affect the operations of public schools. Many bills took effect on July 1, 2021. However, some bills were effective immediately upon passage and approval. This means that the newly amended or created statutes governed school districts as soon as the Governor signed them into law.
3. First reading of the proposed policy revisions took place on September 27, 2021.

Superintendent's Recommendation:

It is recommended the Board of Trustees approve the policy updates as presented.

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.

Existing Policy	Proposed Policy	Status	Name	Notes
3410		Recommended	Student Health Physical Screenings	Minor revisions, recommended by MTSBA
3413		Required	Student Immunization	The Legislature passed, and the Governor approved HB 702 . This bill contains restrictions on the ability to inquire or make decisions regarding access to District services, based on COVID-19 vaccination status of students, employees, or visitors. The Legislature also passed, and the Governor approved, HB 334 that requires further amendment to this policy. This is a required change to a required policy. This bill takes effect on July 1, 2021. The bill contains new terminology and procedures for medical exemptions to immunizations and new confidentiality standards. The policy has also clarified the exclusion for exposure provision. The new provisions in the policy update these issues to ensure the student's rights are honored. When new exemption forms are issued by DPHHS, MTSBA will send the updates to Districts.
3415		Required	Management of Sports Related Concussions	Minor revisions, recommended by MTSBA
3416		Required	Administering Medicines to Students	MTSBA updated this model policy to reflect regulatory changes governing the storage of medication, the delegation of nursing duties and revisions to advised best practices.
3417		Recommended	Communicable Diseases	MTSBA updated this model policy to reflect regulatory changes governing health and hygiene requirements in schools and revisions to advised best practices. This model policy will also ensure necessary provisions regarding health and safety are part of the district's permanent manual when emergency policies are terminated.

STUDENTS

3410

Student Health/Physical Screenings/Examinations

The Board may arrange each year for health services to be provided to all students. Such services may include but not be limited to:

1. Development of procedures at each building for isolation and temporary care of students who become ill during the school day;
2. Consulting services of a qualified specialist for staff, students, and parents;
3. Vision and hearing screening;
4. Scoliosis screening;
5. Immunization as provided by the Department of Public Health and Human Services;
6. Dental Screenings ~~as provide by the Gallatin Dental Alliance~~

Parents/guardians will receive written notice of any screening result which indicates a condition that might interfere or tend to interfere with a student's progress.

In general the District will not conduct physical examinations of a student without parental consent to do so or by court order, unless the health or safety of the student or others is in question. Further, parents will be notified of the specific or approximate dates during the school year when screening administered by the District is conducted as well as notification of requirements of the District's policy on physical examinations and screening of students, at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy, which is:

1. Required as a condition of attendance.
2. Administered by the school and scheduled by the school in advance.
3. Not necessary to protect the immediate health and safety of the student or other students.

Parents or eligible students will be given the opportunity to opt out of the above-described screenings.

Students who wish to participate in certain extracurricular activities may be required to submit to a physical examination to verify their ability to participate in the activity. Students participating in activities governed by the Montana High School Association will be required to follow the rules of that organization, as well as other applicable District policies, rules, and regulations.

~~All parents will be notified of requirements of the District's policy on physical examinations and screening of students, at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy.~~

Legal Reference: § 20-3-324(20), MCA
 20 U.S.C. 1232h(b)

Powers and duties
General Provisions Concerning Education

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 07/13/2009, 04/14/2014

Student Immunization

The Board requires all students to present evidence of their having been immunized against the following diseases: varicella, diphtheria, pertussis (whooping cough), poliomyelitis, measles (rubeola), mumps, rubella, and tetanus in the manner and with immunizing agents approved by the department. Haemophilus influenza type “b” immunization is required for students under age five (5). Upon initial enrollment, an immunization status form shall be completed by the student’s parent or guardian. The certificate shall be made a part of the student’s permanent record.

A student who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of immunization. Within thirty (30) days after a transferring student ceases attendance at the school of origin, the school shall retain a certified copy for the permanent record and send the original immunization records for the student to the school district to which the student transfers.

Exemptions from one or more vaccines shall be granted for medical reasons upon certification by a physician licensed or certified health care provider in a manner provided by Section 20-5-405, MCA. ~~indicating the specific nature and probable duration of the medical condition for not administering the vaccine(s).~~ Exemptions for religious reasons must be filed ~~annually in a manner provided by Section 20-5-405, MCA.~~ The statement for an exemption shall be maintained as part of the student’s immunization record in accordance with FERPA as specified in Policy 3600P.

All students who are enrolled under an exemption and have a disease listed in this Policy, have been exposed to a disease listed in this Policy, or may be exposed to a disease listed in this Policy while attending school may be excluded from the school by the local health officer or the DPHHS until the excluding authority is satisfied that the student no longer risks contracting or transmitting that disease. ~~The permanent file of students with exemptions shall be marked for easy identification, should the Department of Health and Human Services order that exempted students be excluded from school temporarily when the risk of contracting or transmitting a disease exists.~~

The administrator may allow the commencement of attendance in school by a student who has not been immunized against each disease listed in Section 20-5-403, MCA, if that student has received one or more doses of varicella, polio, measles (rubeola), mumps, rubella, diphtheria, pertussis, and tetanus vaccine, except that Haemophilus influenza type “b” vaccine is required only for children under 5 years of age.

The District shall exclude a student for noncompliance with the immunization laws and properly notify the parent or guardian. The local health department may seek an injunction requiring the parent to submit an immunization status form, take action to fully immunize the student, or file an exemption for personal or medical reasons.

~~When a parent, guardian, or adult who has the responsibility for the care and custody of a minor seeking to attend school or the person seeking to attend school, if an adult, signs and files with the governing authority, prior to the commencement of attendance each school year, a notarized affidavit on a form prescribed by the department stating that immunization is contrary to the religious tenets and practices of the signer, immunization of the person seeking to attend the school may not be required prior to attendance at the school. The statement must be maintained as part of the person's immunization records. A person who falsely claims a religious exemption is subject to the penalty for false swearing provided in Section 45-7-202, MCA.~~

~~When a parent, guardian, or adult who has the responsibility for the care and custody of a minor seeking to attend school or the person seeking to attend school, if an adult, files with the governing authority a written statement signed by a physician licensed to practice medicine in any jurisdiction of the United States or Canada stating that the physical condition of the person seeking to attend school or medical circumstances relating to the person indicate that some or all of the required immunizations are not considered safe and indicating the specific nature and probable duration of the medical condition or~~

~~circumstances that contraindicate immunization, the person is exempt from the requirements of this part to the extent indicated by the physician's statement. The statement must be maintained as part of the person's immunization records.~~

This policy does not apply to or govern vaccinations against COVID-19. The Board does not require immunization against COVID-19 in order to enroll in the District in accordance with Montana law. District officials shall not inquire about the COVID-19 vaccination status of students, employees, or visitors. District officials shall not make decisions regarding access to District services for students, employees, or visitors based upon an individual's COVID-19 vaccination status. Students enrolled in dual credit courses in accordance with District policies may be subject to distinct immunization requirements of the applicable post-secondary institution.

Legal Reference:	§ 20-3-324(20), MCA	Powers and duties
	§ 20-5-402 - 426, MCA	Health
	§ 20-5-403, MCA	Immunization required – release and acceptance of immunization records
	§ 20-5-405, MCA	Exemptions
	Chapter 418	2021 General Legislative Session

Policy History:

Adopted on: 11/24/1986
Reviewed on:
Revised on: 07/08/2002, 07/13/2009, 08/10/2015

STUDENTS

3416

Administering Medicines to Students

~~The Bozeman School District strongly recommends that all medications be given at home by the parent or guardian whenever possible. When this is not possible, trained school personnel who are designated by the school administrator may administer medication according to the following policy.~~

“Medication” means prescribed drugs and medical devices that are controlled by the U.S. Food and Drug Administration and are ordered by a healthcare provider. It includes over-the-counter medications prescribed through a standing order by the school physician, prescribed by the student’s healthcare provider, and/or authorized through parental consent.

Administering Medication

The Board ~~will~~ shall permit administration of medication to students in schools in its jurisdiction. A school nurse (who has successfully completed specific training in administration of medication), pursuant to written authorization of a physician or dentist and that of a parent, an individual who has executed a caretaker relative educational authorization affidavit, or guardian, may administer medication to any student in the school or may delegate this task pursuant to Montana law.

A building principal or other administrator may authorize, in writing, any school employee:

To assist in self-administration of any drug that may lawfully be sold over the counter without a prescription to a student in compliance with the written instructions and with the written consent of a student’s parent or guardian; and

To assist in self-administration of a prescription drug to a student in compliance with written instructions of a medical practitioner and with the written consent of a student’s parent or guardian.

Except in an emergency situation, only a qualified healthcare professional may administer a drug or a prescription drug to a student under this policy. Diagnosis and treatment of illness and the prescribing of drugs are never the responsibility of a school employee and should not be practiced by any school personnel.

Emergency Administration of Medication

In case of an ~~emergency anaphylactic reaction or risk of such reaction~~, a school nurse or delegate may administer emergency oral or injectable medication to any student in need thereof on school grounds, in a school building, or at a school function, or on a school bus according to a standing order of a chief medical advisor or a student’s private physician. the order of the students health care provider as written in the students health care plan. In the event that emergency medication is administered to a student, the school nurse or staff member shall call 9-1-1 and notify the student’s parents/ guardians.

In the absence of a school nurse, an administrator or designated staff member exempt from the nurse license requirement under § 37-8-103(1)(c), MCA, who has completed training in administration of medication, may give emergency medication to students orally or by injection.

The Board requires that there must be on record a medically diagnosed allergic condition that would require prompt treatment to protect a student from serious harm or death.

A building administrator or school nurse will enter any medication to be administered in an emergency on an individual student medication record and retain the documentation. ~~will file it in a student’s cumulative health folder.~~

Self-Administration of Medication

The District will permit students who are able to self-administer specific medication to do so provided that all of the following have occurred:

- A physician or dentist provides a written order for self-administration of said medication;
- Written authorization for self-administration of medication from a student's parent, an individual who has executed a caretaker relative educational authorization affidavit, or guardian is on file; and
- A principal and appropriate teachers are informed that a student is self-administering prescribed medication.
- ~~The medication is part of the annually updated health care plan or there are pre-arranged and administrative approved circumstances for short-term medication administration.~~
- ~~High school and middle school (6-12) students may not need a health care plan but students must be able to verify parental or guardian permission for taking over the counter medication and verify medical permission for prescription medication at school.~~

~~A building principal or school administrator may~~ school employee authorized, in writing, any employee to assist students with self-administration of medications, may only rely on the following techniques: ~~provided that only the following may be employed:~~

- Making oral suggestions, prompting, reminding, gesturing, or providing a written guide for self-administering medications;
- Handing to a student a prefilled, labeled medication holder or a labeled unit dose container, syringe, or original marked and labeled container from a pharmacy;
- Opening the lid of a container for a student;
- Guiding the hand of a student to self-administer a medication;
- Holding and assisting a student in drinking fluid to assist in the swallowing of oral medications; and
- Assisting with removal of a medication from a container for a student with a physical disability that prevents independence in the act.
- Other guidance or restrictions previously provided in writing to the school by the student's parent, an individual who has executed a caretaker relative education authorization, or guardian is on file.

~~K-5 students who require medication must self-administer in the presence of the designated school staff. High School Students and middle school students may carry and self-administer a one-day supply of medication. Students found in violation of this medication policy may receive disciplinary consequences.~~

Self-Administration or Possession of Asthma, Severe Allergy, or Anaphylaxis Medication

Students with allergies or asthma may be authorized by the building principal or Superintendent, in consultation with medical personnel, to possess and self-administer emergency medication during the school day, during field trips, school-sponsored events, or while on a school bus. The student shall be authorized to possess and self-administer medication if the following conditions have been met:

- A written and signed authorization from the parents, an individual who has executed a caretaker relative educational authorization affidavit, or guardians for self-administration of medication, acknowledging that the District or its employees are not liable for injury that results from the student self-administering the medication.
- The student must have the prior written approval of his/her primary healthcare provider. The written notice from the student's primary care provider must specify the name and purpose of the medication, the prescribed dosage, frequency with which it may be administered, and the circumstances that may warrant its use.
- Documentation that the student has demonstrated to the healthcare practitioner and the school nurse, if available, the skill level necessary to use and administer the medication.
- Documentation of a doctor-formulated written treatment plan for managing asthma, severe allergies, or anaphylaxis episodes of the student and for medication use by the student during school hours.

Authorization granted to a student to possess and self-administer medication shall be valid for the current school year only and must be renewed annually.

A student's authorization to possess and self-administer medication may be limited or revoked by the building principal or other administrative personnel.

If provided by the parent, an individual who has executed a caretaker relative educational authorization affidavit, or guardian, and in accordance with documentation provided by the student's doctor, backup medication must be kept at a student's school in a predetermined location or locations to which the student has access in the event of an asthma, severe allergy, or anaphylaxis emergency.

Immediately after using epinephrine during school hours, a student shall report to the school nurse or other adult at the school who shall provide follow up care, including making a ~~9-1-1 emergency~~ call to emergency responders.

Self-Administration and Possession of Other Medications

Students may self-administer and possess other medications as long as authorized by a licensed healthcare provider through written order and stated in the student's Individualized Health Care Plan. The building administrator, school nurse, and appropriate staff will be notified of a student's plan to possess and self-administer medications. Students are not authorized to self-carry or possess controlled medication during school hours.

Administration of Glucagons

School employees may voluntarily agree to administer glucagons to a student pursuant to § 20-5-412, MCA, only under the following conditions: (1) the employee may administer glucagon to a diabetic student only in an emergency situation; (2) the employee has filed the necessary designation and acceptance documentation with the District, as required by § 20-5-412(2), MCA, and (3) the employee has filed the necessary written documentation of training with the District, as required by § 20-5-412(4), MCA. Designation of staff is to be made by the parent, an individual who has executed a caretaker relative authorization affidavit, or guardian of a student with diabetes, and the school employees are under no obligation to agree to the designation. Glucagon is to be provided by the parent or guardian. All documentation shall be kept on file.

Handling and Storage of Medications

The Board requires that all medications, including those approved for keeping by students for self-medication, be first delivered by a parent, an individual who has executed a caretaker relative educational authorization affidavit, or other responsible adult to a nurse or employee assisting with self-administration of medication. A nurse or assistant:

- ~~Must~~ Shall examine any new medication to ensure it is properly labeled with dates, name of student, medication name, dosage, and physician's name;
- ~~Must~~ Shall develop a medication administration plan, if administration is necessary for a student, before any medication is given by school personnel;
- ~~Must~~ Shall record on the student's individual medication record the date a medication is delivered and the amount of medication received;
- ~~Must~~ Shall store medication requiring refrigeration at 36° to 46° F;
- ~~Must~~ Shall store prescribed medicinal preparations in a securely locked storage compartment; and
- ~~Must~~ Shall store controlled substances in a separate compartment, secured and locked at all times.
- All non-emergency medication shall be kept in a locked, nonportable container, stored in its original container with the original prescription label. Epinephrine, naloxone, and student emergency medication may be kept in portable containers and transported by the school nurse or other authorized personnel.
- Food is not allowed to be stored in refrigeration unit with medications.
- ~~Must~~ Shall notify the building administrator, school district nurse, and parent or guardian of any medication error and document it on the medication administration record.

The District will permit only a forty-five-(45)-school-day supply of a medication for a student to be stored at a school; and all medications, prescription and nonprescription, will be stored in their original containers.

The District will limit access to all stored medication to those persons authorized to administer medications or to assist in the self-administration of medications. The District requires every school to maintain a current list of those persons authorized by delegation from a licensed nurse to administer medications. ~~The District will also maintain a list of those staff who have been trained and authorized to supervise students to self-administer their medication.~~

The District may maintain a stock supply of auto-injectable epinephrine to be administered by a school nurse or other authorized personnel to any student or nonstudent as needed for actual or perceived anaphylaxis. If the district intends to obtain an order for emergency use of epinephrine in a school setting or at related activities, the district shall adhere to the requirements stated in 20-5-421, MCA. law.

The District may maintain a stock supply of an opioid antagonist to be administered by a school nurse or other authorized personnel to any student or nonstudent as needed for an actual or perceived opioid overdose. A school that intends to obtain an order for emergency use of an opioid antagonist in a school setting or at related activities shall adhere to the requirements in law.

Disposal of Medication, Medical Equipment, Personal Protective Equipment

The District requires school personnel either to return to a parent, an individual who has executed a caretaker relative educational authorization affidavit, or guardian or, with permission of the parent, an individual who has executed a caretaker relative educational authorization affidavit, or guardian, to destroy any unused, discontinued, or obsolete medication. A school nurse, in the presence of a witness, will destroy any medicine not repossessed by a parent or guardian within a seven-(7)-day period of notification by school authorities.

~~Proper Disposal of Syringes, Lancets, etc.~~

Some health situations require the use of hypodermic needles, syringes, lancets, etc. Medical sharps must be disposed of in an approved sharps container. Building administrators should contact the school nurse when such a container is needed. Sharps containers are to be kept in a secure location in the school building. Disposal of sharps containers is the responsibility of the school nurse in accordance with the Montana Infectious Waste Management Act and the manufacturer guidelines specific to the container.

Legal Reference:	§ 20-5-412, MCA	Definition – parent-designated adult administration of glucagons – training
	§ 20-5-420, MCA	Self-administration or possession of asthma, severe allergy, or anaphylaxis medication
	§ 20-5-421, MCA	Emergency use of epinephrine in school setting
	§ 37-8-103(1)(c), MCA	Exemptions – limitations on authority conferred
	ARM 24.159.1604	Tasks Which May Be Routinely Assigned to an Unlicensed Person in Any Setting When a Nurse-Patient Relationship Exists
	20-5-426, MCA	Emergency use of an opioid antagonist in school setting – limit on liability
	§ 75-10-1001, et seq	<u>Infectious Waste Management Act</u>
	37.11.812, ARM	<u>Safety Requirements</u>
	10.55.701(s), ARM	<u>Board of Trustees</u>

Policy History:

Adopted on:

Reviewed on:

Revised on:

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STUDENTS

3415(currently 3411)

Management of Sports Related Concussions

The Bozeman Public Schools District recognizes that concussions and head injuries are commonly reported injuries in children and adolescents who participate in sports and other recreational activities. The Board acknowledges the risk of catastrophic injuries or death is significant when a concussion or head injury is not properly evaluated and managed. Therefore, all K-12 competitive sport athletic activities in the District will be identified by the administration.

Consistent with guidelines provided by the U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, the National Federation of High School (NFHS) and the Montana High School Association (MHSA), the District will utilize procedures developed by the MHSA and other pertinent information to inform and educate coaches, athletic trainers, officials, youth athletes, and their parents and/or guardians of the nature and risk of concussions or head injuries, including the dangers associated with continuing to play after a concussion or head injury. Resources are available on the Montana High School Association Sports Medicine page at www.mhsa.org; U.S. Department of Health and Human Services page at: www.hhs.gov; and; the Centers for Disease and Prevention page at www.cdc.gov/concussion/sports.index.html.

Annually, the district will distribute a head injury and concussion information and sign-off sheet to all parents and guardians of student-athletes in competitive sport activities prior to the student-athlete's initial practice or competition.

All coaches, athletic trainers, officials, including volunteers participating in organized youth athletic activities, shall complete the training program at least once each school year as required in the District procedure. Additionally, all coaches, athletic trainers, officials, including volunteers participating in organized youth athletic activities will comply with procedures for the management of head injuries and concussions.

Reference:	Montana High School Association, Rules and Regulations Section 4, Return to Play
Legal Reference:	Dylan Steigers Protection of Youth Athletes Act
	20-7-1301, MCA Purpose
	20-7-1302, MCA Definitions
	20-7-1303, MCA Youth athletes – concussion education requirements
	20-7-1304, MCA Youth athletes – removal from participation following concussion – medical clearance required before return to participation
Cross Reference:	3415F Student-Athlete & Parent/Legal Custodian Concussion Statement

Policy History:
Adopted on: 11/08/2010
Reviewed on:
Revised on:

STUDENTS

3417

Communicable Diseases

***Note:** For purposes of this policy, the term “communicable disease” refers to the diseases identified in 37.114.203, ARM, Reportable Diseases, with the exception of common colds and flu.*

In all proceedings related to this policy, the District shall respect a student’s right to privacy. All applicable district policies and handbook provisions governing confidentiality of student medical information remain in full effect.

Although the District is required to provide educational services to all school-age children who reside within its boundaries, it may deny attendance at school to any child diagnosed as having a communicable disease that could make a child’s attendance harmful to the welfare of other students. The District also may deny attendance to a child with suppressed immunity in order to protect the welfare of that child when others in a school have an infectious disease, which, although not normally life threatening, could be life threatening to a child with suppressed immunity.

The Board recognizes that communicable diseases that may afflict students range from common childhood diseases, acute and short-term in nature, to chronic, life-threatening diseases such as human immunodeficiency virus (HIV) infection. The District shall rely on advice of the public health and medical communities in assessing the risk of transmission of various communicable diseases to determine how best to protect the health of both students and staff.

The District shall manage common communicable diseases in accordance with DPHHS guidelines and communicable diseases control rules. If a student develops symptoms of any reportable communicable or infectious illness as defined while at school, the responsible school officials shall do the following:

- a. isolate the student immediately from other students or staff; and
- b. inform the parent or guardian as soon as possible about the illness and request him or her to pick up the student; and
- c. consult with a physician, other qualified medical professional, or the local county health authority to determine if the case should be reported to the local health officer.

Students who express feelings of illness at school may be referred to a school nurse or other responsible person designated by the Board and may be sent home as soon as a parent or person designated on a student’s emergency medical authorization form has been notified. The District may temporarily exclude from onsite school attendance a student who exhibits symptoms of a communicable disease that is readily transmitted in a school setting. Offsite instruction will be provided during the period of absence in accordance with Policy 2165. The District reserves the right to require a statement from a student’s primary care provider authorizing a student’s return to onsite instruction.

When information is received by a staff member or a volunteer that a student is afflicted with a serious communicable disease, the staff member or volunteer shall promptly notify a school nurse or other responsible person designated by the Board to determine appropriate measures to be taken to protect student and staff health and safety. A school nurse or other responsible person designated by the Board, after consultation with and on advice of public health officials, shall determine which additional staff members, if any, have a need to know of the affected student’s condition.

Only those persons with direct responsibility for the care of a student or for determining appropriate educational accommodation shall be informed of the specific nature of a condition, if it is determined that such individuals need to know this information.

~~A Gallatin City-County Health Department nurse may have access to interview students regarding the investigation of a communicable disease with the approval of the Superintendent or designee.~~

The District may notify parents of other children attending a school that their children have been exposed to a communicable disease without identifying the particular student who has the disease.

Healthy Hand Hygiene Behavior

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

- a. Arrival to the facility and after breaks
- b. Before and after preparing, eating, or handling food or drinks
- c. Before and after administering medication or screening temperature
- d. After coming in contact with bodily fluid
- e. After recess
- f. After handling garbage
- g. After assisting students with handwashing
- h. After use of the restroom

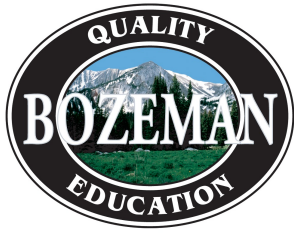
Hand hygiene includes but is not limited to washing hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

Staff members shall supervise children when they use hand sanitizer and soap to prevent ingestion. Staff members shall place grade level appropriate posters describing handwashing steps near sinks.

Legal Reference:	37.114.101, et seq., ARM <u>37.111.825, ARM</u>	Communicable Disease Control <u>Health Supervision and Maintenance</u>
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Policy History:

Adopted on:	11/24/1986
Reviewed on:	
Revised on:	09/28/1987, 01/08/1996, 07/13/2009



Meeting Date:	October 11, 2021
Category:	Action Item - Consent - Both Districts
Agenda Item #:	3.2.1
Originated By:	Mike Waterman, Executive Director of Business and Operations
Others Involved:	Lori Ross, Executive Assistant

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of Board Meeting Minutes

Facts & Discussion:

1. Minutes of the [September 13, 2021](#) Regular Board Meeting and the [September 27, 2021](#) Special Board Meeting.
2. Minutes of the [September 14, 2021](#) District Ongoing Collaborative Committee (DOCC), the [September 28, 2021](#) District Safety Committee, and the [September 29, 2021](#) Student Inclusion and Resiliency Initiative Committee (SIRI).
3. Upon approval, the minutes represent the official actions of the Board of Trustees of School District No. 7.

Fiscal Impact:

N/A

Superintendent's Recommendation:

It is recommended the Board of Trustees approve as presented, the minutes of the Regular Board Meeting on [9-13-2021](#), Special Board Meeting on [9-27-2021](#), District Ongoing Collaborative Committee (DOCC) Meeting on [9-14-2021](#), District Safety Committee meeting on [9-28-2021](#), and the SIRI Committee meeting on [9-29-2021](#).

Other Alternatives:

1. Do not approve the recommendation and request administration to propose changes.



Meeting Date:	October 11, 2021
Category:	Action Item - Consent - High School District
Agenda Item #:	3.3.1
Originated By:	Steve Johnson, Owner's Construction Representative
Others Involved:	Matt Stark, Director of Facilities; Nathan Helfrich, CT Architects Engineers and Roger Davis, Langlas and Associates

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of [High School Bond Projects Update](#)

Facts & Discussion:

The attached report has been developed by the Owner's Construction Representative, along with project architects and contractors to reflect the most recent status of the projects.

Fiscal Impact:

\$125,000,000 Bond Proceeds

Superintendent's Recommendation:

It is recommended the Board of Trustees approve the [High School Bond Projects Update](#).

Other Alternatives:

1. Do not approve the recommendation and request administration to propose changes.

Discussion:**Project: BHS Renovation**

The Board of Trustees selected CT Architects Engineers for design services along with Langlas and Associates to perform GC/CM services for the renovation efforts at BHS. Construction bids were approved at the January 27, 2020 board meeting with a not to exceed Guaranteed Maximum Price of \$29,555,890. The construction schedule was accelerated and construction was able to begin in May 2020. The contractor has an aggressive and busy schedule over the next couple of months in order to get the building ready for occupancy this fall.

Guaranteed Maximum Price

Original Guaranteed Maximum Price	\$29,555,890
Change Order #1	802,756
Change Order #2	<u>507,992</u>
Adjusted Guaranteed Maximum Price	\$30,866,638

Overall the project is approximately 81% Complete. Current construction progress has been highlighted with [this report](#). Following is a listing of the latest approved changes to the project using project contingency.

CONTINGENCY AUTHORIZATION REQUEST

Project Name: <u>Bozeman High School Addition & Renovations</u>	Project No.: <u>17-41-37</u>
Location: <u>205 North 11th AVE., Bozeman, MT 59715</u>	CAR No.: <u>CAR #4</u>
Contractor: <u>Langlas & Associates</u>	Date: <u>9.24.21</u>
Address: <u>1019 East Main St., STE 101 Bozeman, MT 59715</u>	Phone: <u>406.585.3420</u>

The Contractor is hereby directed to make the following changes to the Contingency:

Item No.	DESCRIPTION /UNIT/BREAKDOWN/UNIT COSTS <small>(Indicate Critical Path Schedule impact for each Item)</small>			COST (Indicate Add or Deduct)
CCD #	Reference	Description	Contractor Contingency	
CAR #4	85	RFI 168	M Wing ADA Toilets	\$1,635.11
CAR #4	86	RFI 171	Hawks Nest Clarifications	\$813.69
CAR #4	88	RFI 175	Main St. Sidewalk Subgrade	\$3,405.38
CAR #4	89	RFI 177	E-204 Soffit Finish	\$896.53
CAR #4	90	OAC	Long Hall ACT Replacement	\$31,787.87
CAR #4	94	RFI 180	Door A1-1 Demo and Framing	\$1,502.58
CAR #4	95	OAC	West Lot ADA Sidewalk Demo	\$1,849.42
CAR #4	98	RFI 182	New 4B Vestibule Foundation per RFI 182	\$5,390.22
CAR #4	100	RFI 194	5A Admin Passthrough Remodel	\$2,742.07
CAR #4	101	RFI 170	EIFS Patching West Side of South Gym	\$682.37
CAR #4	102	RFI 170	N-Wing Door Demo for New Storefront.	\$3,222.88
CAR #4	103	RFI 188	5A Demo and Finishes	\$10,354.24
CAR #4	104	OAC	Electrical Panel Labeling	\$31,493.93
CAR #4	105	OAC	VAE SoundLok Rooms	\$132,830.41
CAR #4	107	RFI 202	Add X2 Exit Sign, per RFI 202	\$1,589.06
CAR #4	108	RFI 204	M Wing Entry Ceiling	\$2,552.34
CAR #4	109	RFI 205	West Entry Handrail Add	\$1,951.57
CAR #4	110	RFI 206	Added Concrete at West Exit Door D113-1	\$967.02
CAR #4	111	RFI 203	N-wing Ductwork	\$809.04
CAR #4	112	OAC	11th St. Sidewalk Replacement	\$225,286.54
CAR #4	113	RFI 208	Elevator Oil Sensor	\$3,007.19
CAR #4	118	RFI 211	Café E-116 Menu Clarification	\$1,788.96
SUBTOTAL (Labor & Materials) =				\$466,558.42
Overhead & Profit @ _____ =				Included in CCD's Above
TOTAL COST =				\$466,558.42

Change In Contract Duration/Time By This CAR: (No Change) (Increase) (Decrease) BY _____ CALENDAR DAYS

NEW CONTRACT COMPLETION DATE: 7.1.2020

CONTRACT STATUS

1. Original Contingency Amount	\$1,000,000.00
2. Net Change by Previous Contingency Authorization Request(s)	\$108,526.19
3. Current Contingency Amount (1-2)	\$891,473.81
4. This Contingency Authorization Request Total Amount	\$466,558.42
5. New Contingency Amount (3-4)	\$424,915.39
6. Total Cost of All Contingency Authorization Requests to Date (2+4)	\$575,084.61



Meeting Date:	October 11, 2021
Category:	Action Item - Consent - Both Districts
Agenda Item #:	3.4.1
Originated By:	Pat Strauss, Director of Human Resources
Others Involved:	

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of Personnel Actions

Facts:

As per [MCA 20-3-324 -- Powers and Duties of Trustees](#) -- the trustees of each district shall employ or dismiss personnel considered necessary to carry out the various services of the district.

Fiscal Impact:

Noted on report

Superintendent's Recommendation:

The Board of Trustees is requested to employ, dismiss, or accept the resignations of those noted on the Personnel Action Report.

Other Alternatives:

1. Do not approve the recommendation and request that the administration propose changes.

**Bozeman Public Schools
Human Resources**

October 11, 2021

REQUIRES BOARD ACTION

Confirmation of Employment (Certified)

Name	Position	Level/Step	Effective	Salary
Anderson, Kasey	Guidance Counselor, .50 FTE, EMDI, .50 FTE, MDLK	BA(M)+105, Step 5	9/20/2021	\$58,102.72
Bertelsen, Tayler	Elementary Teacher, 1.0 FTE, MOST	BA+60, Step 5	8/23/2021	\$56,000.00
Bruschwein, Mark	Math Teacher, 1.0 FTE, GHS	BA, Step 1	8/23/2021	\$43,478.00
Campbell, Beth	Music Teacher, 1.0 FTE, SMS	BA(M)+45, Step 5	8/25/2021	\$56,869.00
Eisenschenk, Emily	Kindergarten Teacher, 1.0 FTE, HYL	BA, Step 1	8/23/2021	\$43,478.00
Gilbert, Jenna	Elementary Teacher, 1.0 FTE, MDLK	BA, Step 1	8/23/2021	\$43,478.00
Heilman, Melissa	SPED Teacher, 1.0 FTE, MDLK	BA, Step 1	8/23/2021	\$43,478.00
Holman, Andrew	T&I Teacher, .20 FTE, BHS, .80 FTE, GHS	BA+90, Step 1	8/23/2021	\$54,043.00
Holt, Michelle	8th Grade Core Teacher, 1.0 FTE, CJMS	BA+45, Step 5	8/31/2021	\$53,100.34
Ide, Alexander	Intervention Teacher, .50 FTE, BHS, .50 FTE, GHS	BA(M)+105, Step 5	9/20/2021	\$58,102.72
Lee, Jessica	Speech Pathologist, .50 FTE BHS, .50 FTE GHS	BA(M)+90, Step 5	8/23/2021	\$62,130.00
McBride, Erin	Kindergarten Teacher, .50 FTE, MDLK	BA(M)+105, Step 1	8/23/2021	\$29,217.00
Mitchell, Lauren	Intervention Teacher, .50 FTE, BHS, .50 FTE, GHS	BA+15, Step 4	9/20/2021	\$44,861.82
Peterson, Carrie	6th Grade Core Teacher, 1.0 FTE, SMS	BA(M)+60, Step 5	8/23/2021	\$58,608.00
Sorg, Dana	Speech Pathologist, .40 FTE HAWT, .60 FTE, CJMS	BA(M)+90, Step 2	9/20/2021	\$52,727.27
Tilton, Rachel	Social Studies Teacher, .20 FTE, GHS	BA, Step 1	8/30/2021	\$8,556.10
Yakawich, Yeonjeong "Catherine"	Elementary Teacher, 1.0 FTE, WHIT	BA(M)+45, Step 3	8/24/2021	\$54,087.00
Yates, Tucker	Health Enhancement Teacher, .20 FTE, GHS	BA, Step 2	8/25/2021	\$8,973.80

Confirmation of Employment (Professional)

Name	Position	Level/Step	Effective	Salary
Pitman, Damien	Data Systems Manager/Accountability Specialist, 1.0 FTE, DATA, 12 mos.	Non Unit	9/20/2021	\$40,219.77

Confirmation of Employment (Classified)

Name	Position	Level/Step	Effective	Hourly Rate
Aldrich, James	Custodian, 1.0 FTE, SMS, 12 mos.	G01	9/13/2021	\$17.08
Ames, Nicholas	Elementary PARA, .875 FTE, WHIT, 9.25 mos.	B01	8/30/2021	\$14.23
Barrett, Joseph	Before/After School Program Director, .625 FTE, HAWT, 9.5 mos.	Non Unit	9/8/2021	\$17.45
Bishop, Chloe	SPED PARA, .375 FTE, WHIT, 9.25 mos.	D01	9/7/2021	\$14.52
Bishop, Stephanie	SPED PARA, .50 FTE, WHIT, 9.25 mos.	D02	8/30/2021	\$14.80
Bradeen, Samantha	Before/After School PARA, .375 FTE, HAWT, 9.25 mos.	B01	9/9/2021	\$14.23
Bradshaw, Mae	Before/After School PARA, .1875 FTE, LONG, 9.25 mos.	B02	9/13/2021	\$14.51
Bragging, Emma	Elementary PARA, .875 FTE, WHIT, 9.25 mos.	B01	8/30/2021	\$14.23
Edinger, Katelyn	Before/After School PARA, .375 FTE, EMDI, 9.25 mos.	B01	9/21/2021	\$14.23

**Bozeman Public Schools
Human Resources**

October 11, 2021

REQUIRES BOARD ACTION (con't)

Confirmation of Employment (Classified) (con't)

Name	Position	Level/Step	Effective	Hourly Rate
Gesior, Felicia	Elementary PARA, .9375 FTE, IRVG, 9.25 mos.	B04	9/9/2021	\$15.00
Hilbrich, Susan	Before/After School Program Director, .625 FTE, EMDI, 9.5 mos.	Non Unit	9/20/2021	\$17.45
Hamilton, Noelle	Before/After School PARA, .375 FTE, HAWT, 9.25 mos.	B01	9/20/2021	\$14.23
Hickman, Gaydeana	Satellite Host II, .5625 FTE, HAWT, 9.25 mos.	FB3	8/30/2021	\$14.79
Hillyard, Danielle	Before/After School PARA, .2063 FTE, IRVG, 9.25 mos.	B01	9/20/2021	\$14.23
Hojnacki, Sophia	SPED PARA, .35 FTE, IRVG, 9.25 mos.	D01	9/24/2021	\$14.52
Keifer, Kimberly	Satellite Host I, .5625 FTE, MOST, 9.25 mos.	FC5	8/30/2021	\$15.57
Kelly, Elizabeth	FS Cashier, .2813 FTE, HAWT, 9.25 mos.	FB5	8/30/2021	\$15.28
Kenney, Codi	Transportation PARA, .125 FTE, SPED PARA, .75 FTE, LONG, 9.25 mos.	B/D01	9/20/2021	\$14.23/\$14.52
Kerr, Gracie	Before/After School PARA, .1937 FTE, IRVG, 9.25 mos.	B01	9/14/2021	\$14.23
Jacobs-Forster, Carson	Before/After School Program Director, .50 FTE, FS Cashier, .3125 FTE, MOST, 9.5/9.25 mos.	Non Unit/FB1	9/15/21 9/27/21	\$17.45/\$14.23
Johnson, Melissa	Head Custodian, 1.0 FTE, IRVG, 12 mos.	G05	8/26/2021	\$20.10
Jorenby, Tamara	Before/After School PARA, .3125 FTE, HYL, 9.25 mos.	B01	9/8/2021	\$14.23
Keyshae, Lori	Discretionary PARA, .25 FTE, IRVG, 9.25 mos.	B01	8/30/2021	\$14.23
Locricchio, Eric	Head Custodian, 1.0 FTE, BHS, 12 mos.	I05	8/2/2021	\$21.59
Martin, Janece	SPED PARA, .875 FTE, EMDI, 9.25 mos.	D01	9/7/2021	\$14.52
McQuesten, Barrett	SPED PARA, .875 FTE, EMDI, 9.25 mos.	D01	8/30/2021	\$14.52
Meade, David	Custodian, 1.0 FTE, CJMS, 12 mos.	G01	9/7/2021	\$17.08
Meyer, Betsy	Transportation PARA, .175 FTE, SPED PARA, .175 FTE, SPED PreK PARA, .50 FTE, HYL, 9/9.25 mos.	B/D02	9/20/2021	\$14.51/\$14.80
Montour, Mallory	Before/After School PARA, .3438 FTE, IRVG, 9.25 mos.	B01	8/30/2021	\$14.23
Moore, Briana	Elementary PARA, .875 FTE, MDL, 9.25 mos.	B03	9/1/2021	\$14.79
Murray, Tatiana	Roving Custodian, 1.0 FTE, FAC, 12 mos.	G05	9/13/2021	\$18.45
Newcombe, Lucy	SPED PARA, .875 FTE, CJMS, 9.25 mos.	D05	8/31/2021	\$15.68
Ojeda-Wagner, Ramanda	SPED PARA, .875 FTE, EMDI, 9.25 mos.	D01	8/30/2021	\$14.52
Packer, Alicia	SPED PARA, .875 FTE, WHIT, 9.25 mos.	D03	8/30/2021	\$15.10
Petch, Gail	Elementary PARA, .75 FTE, IRVG, 9.25 mos.	B05	8/30/2021	\$15.28
Pugsley, Ashley	Elementary PARA, .875 FTE, MDL, 9.25 mos.	B05	9/10/2021	\$15.28

**Bozeman Public Schools
Human Resources**

October 11, 2021

REQUIRES BOARD ACTION (con't)

Confirmation of Employment (Classified) (con't)

Name	Position	Level/Step	Effective	Hourly Rate
Roberts, Mallory	Before/After School PARA, .1875 FTE, HYL T, 9.25 mos.	B01	9/8/2021	\$14.23
Robinson, Debra	SPED PARA, .875 FTE, GHS, 9.25 mos.	D05	9/14/2021	\$15.68
Robinson, Kristen	Elementary PARA, .75 FTE, SPED PARA, .125 FTE, MOST, 9.25 mos.	B/D01	9/8/2021	\$14.23/\$14.52
Sanchez, Kaylee	Before/After School PARA, .3125 FTE, MOST, 9.25 mos.	B01	9/15/2021	\$14.23
Schaff, Avarie	Before/After School PARA, .06875 FTE, WHIT, 9.25 mos.	B01	9/17/2021	\$14.23
Schomberg-Sanchez, Isabelle	SPED PARA, .875 FTE, SMS, 9.25 mos.	D01	8/30/2021	\$14.52
Shanok, Jeremy	Before/After School PARA, .225 FTE, HAWT, 9.25 mos.	B01	9/24/2021	\$14.23
Sidwell, Kagan	Discretionary PARA, .10 FTE, , Clerical PARA, .20 FTE, IRVG, 9.25 mos.	B01	8/30/2021	\$14.23
Skocypiec, Brytne	SPED PARA, .875 FTE, MDLK, 9.25 mos.	D03	9/9/2021	\$15.10
Smith, Rachel	SPED PARA, .875 FTE, MDLK, 9.25 mos.	D01	9/7/2021	\$14.52
Tankink, Charles	Elementary PARA, .8125 FTE, EMDI, 9.25 mos.	B01	8/30/2021	\$14.23
Thomas, Joshua	Cook III, .75 FTE, CJMS, 9.25 mos.	FC5	8/30/2021	\$15.57
Tracy, Jessica	SPED PARA, .875 FTE, MDLK, 9.25 mos.	B03	9/3/2021	\$15.10
Vollmer, Viki	FS Cashier, .3125 FTE, WHIT, 9.25 mos.	FB5	8/30/2021	\$15.28
Vossen, George	Head Custodian, 1.0 FTE, MDLK, 12 mos.	G05	9/13/2021	\$20.10
Ward, Stephanie	Custodian, 1.0 FTE, HYL T, 12 mos.	G05	8/10/2021	\$18.45
Wickett, Gwendolyn	SPED Prek PARA, .50 FTE, HYL T, 9 mos.	D01	9/14/2021	\$14.52

Confirmation of Request for Leave of Absence (Certified)

Name	Position	Reason	Effective Dates
Holman, Randi	Math Teacher, 1.0 FTE, GHS	FMLA	8/25/21 - 11/17/21
Holman, Randi	Math Teacher, 1.0 FTE, GHS	LOA	11/18/21 - 6/10/21
Mitchell, Kathryn	8th Grade Core Teacher, 1.0 FTE, CJMS	FMLA	9/16/21 - 12/16/21
Parseghian, Julia	Speech Pathologist	LOA	9/8/21 - 6/10/21
Rhyner, Loretta	English Teacher, 1.0 FTE, BHS	FMLA	9/24/21 - 10/8/21
Ronczkowski, Laura	Elementary Teacher, 1.0 FTE, EMDI	FMLA	10/25/21 - 2/3/22
Ronczkowski, Laura	Elementary Teacher, 1.0 FTE, EMDI	LOA	2/4/22 - 6/10/22
Scheibel, Alex	Social Studies, .20 FTE, English Teacher, .80 FTE, GHS	FMLA	3/21/22 - 6/10/22
Skinner, Caitlin	English Teacher, .40 FTE, Teacher Leader, .60 FTE, BHS	LOA	9/13/21 - 1/21/22
Walker, Christina	Elementary Teacher, 1.0 FTE, MDLK	LOA	11/5/21 - 6/10/22

Confirmation of Request for Leave of Absence (Classified)

Name	Position	Reason	Effective Dates
Dowse, Laurie	Executive Secretary, 1.0 FTE, H07, \$19.48/hr., EMDI, 10 mos.	FMLA	11/1/21 - 2/9/22
Gilbert, Jennifer	Elementary PARA, 1.0 FTE, B02, \$14.51/hr., MDLK, 9.25 mos.	LOA	2021-2022

**Bozeman Public Schools
Human Resources**

October 11, 2021

REQUIRES BOARD ACTION (con't)

Confirmation of Request for Leave of Absence (Classified) (con't)

Name	Position	Reason	Effective Dates
Kleypas, Jordan	SPED PARA, .875 FTE, D02, \$14.80/hr., Transportation PARA, .11875 FTE, B02, \$14.51/hr., WHIT, 9.25 mos.	LOA	8/30/21 - 12/18/21
Koch, Ann-Marie	Discretionary PARA, .25 FTE, B02, \$14.51/hr., IRVG, 9.25 mos.	LOA	10/1/21 - 1/3/22
Spahn, Andrea	Transportation PARA, .0625 FTE, B10, \$16.04/hr., SPED PARA, D10, \$17.10/hr., LONG, 9.25 mos.	LOA	10/1/21 - 6/9/22

REPORT OF ADMINISTRATIVE ACTIONS

Confirmation of Resignations/Terminations (Certified)

Name	Position	Reason	Effective	Years of Service
Heid, Annika	School Nurse, .875 FTE, BSN, Step 1, \$4,425.96, GHS	Resignation	9/24/2021	1 mos.
Muske, Noelle	8th Grade Core Teacher, 1.0 FTE, BA(M)+45, Step 3, \$54,087, CJMS	Resignation	8/17/2021	0 days

Confirmation of Resignations/Terminations (Classified)

Name	Position	Reason	Effective	Years of Service
Aldrich, James	Custodian, 1.0 FTE, G01, \$17.08/hr., SMS, 12 mos.	Resignation	9/23/2021	9 days
Devine, Jereice	FS Cashier, .50 FTE, FB26, \$16.85/hr., BHS, 9.25 mos.	Retirement	8/27/2021	26.1
Dodge, Ben	Warehouse Clerk, 1.0 FTE, H03, \$18.00/hr., SUPT SVCS, 9.5 mos.	Resignation	9/10/2021	9.85 mos.
Emerson, Tia	SPED PreK PARA, .3375 FTE HYL, .3375 FTE, WHIT, D01, \$13.71, 9 mos.	Resignation	8/9/2021	8.6 mos.
Freese, Darlene	Roving Custodian, 1.0 FTE, G08, \$19.57/hr., FAC, 12 mos.	Retirement	9/30/2021	3
Giamanco, Elizabeth	SPED PARA, .75 FTE, D17, \$17.09/hr., GHS, 9.25 mos.	Retirement	8/16/2021	14.3
Gibson, Theodore	Custodian, 1.0 FTE, G02, \$17.39/hr., SMS, 12 mos.	Resignation	9/3/2021	1
Gritzmacher, Elizabeth	Before/After School PARA, .3125 FTE, B07, \$13.41/hr., IRVG, 9.25 mos.	Resignation	6/10/2021	1.9
Gullixson, Norman	Custodian, .50 FTE, G06, \$18.82/hr., HAWT, 12 mos.	Resignation	9/10/2021	5
Holmes, Peyton	SPED PARA, .875 FTE, D09, \$15.36/hr., LONG, 9.25 mos.	Resignation	8/11/2021	9
Huckert, Brenda	FS Specialist, .50 FTE, FB5, \$15.28/hr., BHS, 9.25 mos.	Resignation	9/20/2021	4.1
Jackson, Lee	SPED PARA, .50 FTE, D07, \$14.79/hr., SMS, 9.25 mos.	Resignation	6/10/2021	3
Johnson, Lory	FS Satellite Host II, FB1, \$12.48/hr., WHIT, 9.25 mos.	Resignation	6/10/2021	29 days

**Bozeman Public Schools
Human Resources**

October 11, 2021

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Confirmation of Resignations/Terminations (Classified) (con't)

Name	Position	Reason	Effective	Years of Service
Keyshae, Lori	Discretionary PARA, .25 FTE, B01, \$14.23/hr., IRVG, 9.25 mos.	Resignation	9/13/2021	11 days
Larson, Laci	Custodian, 1.0 FTE, G06, \$18.82/hr., MDLK, 12 mos.	Resignation	8/29/2021	1.65
Luchsinger, Amanda	Elementary PARA, .0938 FTE, B05, \$13.48/hr., SPED PARA, D05, \$14.80/hr., HAWT, 9.25 mos.	Resignation	8/20/2021	4.5
Malott, James	Custodian, .50 FTE, G07, \$19.18/hr., HYL T, 12 mos.	Retirement	9/22/2021	2
Michalson, Therese	Library & Software Specialist, 1.0 FTE, H29, \$24.99/hr., TECH, 12 mos.	Retirement	10/29/2021	28.8
Micklewright, Laurie	Secretary, .50 FTE, F09, \$18.96/hr., ADED, 12 mos.	Resignation	12/17/2021	8.6
Parnell, Debra	Roving Custodian, 1.0 FTE, G03, \$17.75/hr., FAC, 12 mos.	Resignation	9/8/2021	1.2
Patrick, Tyler	Before/After School Program Director, .650 FTE, Non Unit, \$16.79/hr., EMDI, 9.5 mos.	Resignation	6/11/2021	1.5
Spencer, Danica	FS Cashier, .4063 FTE, FB4, \$13.23/hr., MDLK, 9.25 mos.	Resignation	8/24/2021	3.2
Southworth, Cassidy	SPED Resource PARA, .875 FTE, B02, \$12.71/hr., MDLK, 9.25 mos.	Resignation	8/23/2021	1.8
Waltz, Marnie	Executive Secretary, 1.0 FTE, H10, \$20.63/hr., WHIT, 10 mos.	Resignation	9/14/2021	9
Ward, Jeremy	Head Custodian, 1.0 FTE, G06, \$20.47/hr., MDLK, 12 mos.	Resignation	9/10/2021	5

Changes and Revisions in Contracts (Professional)

Name	From	To	Effective	Reason
Armknecht, Stacia	Payroll Specialist, 1.0 FTE, Non Unit, \$21.21/hr., WILL, 12 mos.	Payroll Specialist, 1.0 FTE, Non Unit, \$24.00/hr., WILL, 12 mos.	8/16/2021	Increase in Hourly Rate
Herzog, Michelle	Production Manager, 1.0 FTE, Non Unit, \$46,488, 12 mos.	Production Manager, 1.0 FTE, Non Unit, \$49,920, 12 mos.	7/1/2021	Increase in Annual Salary
Jackson, Donna	FS Manager, 1.0 FTE, FF7, \$17.73/hr, GHS, 9.5 mos.	FS Manager, 1.0 FTE, Non Unit, \$22.00/hr., GHS, 9.75 mos.	8/9/2021	Change in Classification

Changes and Revisions in Contracts (Classified)

Name	From	To	Effective	Reason
Banville, Kathryn	Elementary PARA, .5375 FTE, B14, \$15.80/hr., Satellite Host I, .375 FTE, FC14, \$16.48/hr., MOST, 9.25 mos.	Elementary PARA, .9063 FTE, B15, \$16.80/hr., MOST, 9.25 mos.	8/30/2021	Term of Assignment, Decrease in FTE/Hrs.
Berg, Jessica	Elementary PARA, .625 FTE, B12, \$15.58/hr., HYTL, 9.25 mos.	Discretionary PARA, .9125 FTE, Running Start PARA, .025 FTE, B13, \$16.49/hr., HYL T, 9.25 mos.	8/30/2021	Change of Assignments, Increase in FTE/Hrs.
Cornell, Deborah	Elementary PARA, .775, B08, \$14.51/hr., WHIT, 9.25 mos.	Elementary PARA, .50 FTE, B09, \$15.94/hr., SPED PARA, D09, \$16.96/hr., MOST, 9.25 mos.	8/30/2021	Internal Transfer

**Bozeman Public Schools
Human Resources**

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REPORT OF ADMINISTRATIVE ACTIONS (con't)

Changes and Revisions in Contracts (Classified) (con't)

Name	From	To	Effective	Reason
Cuchine, Gary	Supervisor - K-12 Custodian & Maintenance, 1.0 FTE, Non Unit, \$9,285.76, FAC, 12 mos.	Head Custodian, 1.0 FTE, G22, \$24.85/hr., MOST, 12 mos.	9/1/2021	Internal Transfer
Emborg, Kirsten	Satellite Host I, .71875 FTE, FC9, \$15.26/hr., MDLK, 9.25 mos.	SPED PARA, .875 FTE, D10, \$17.10/hr., MDLK, 9.25 mos.	9/2/2021	Internal Transfer
Grote, Kaylee	Before/After School PARA, .40 FTE, B06, \$13.41/hr., Before/After School Program Director, .25 FTE, Non Unit, \$16.79/hr., MDLK, 9.25/9.5 mos.	Before/After School Program Director, .625 FTE, Non Unit, \$17.45/hr., IRVG, 9.5 mos.	9/7/2021	Internal Transfer
Hickman, Gaydeana	Satellite Host II, .5625 FTE, FB5, \$15.28/hr., HAWT, 9.25 mos.	FS Specialist, .625 FTE, FB5, \$15.28/hr., SMS, 9.25 mos.	9/20/2021	Internal Transfer
Jacobs-Forster, Carson	Before/After School Program Director, .50 FTE, Non Unit, \$17.45/hr., FS Cashier, .3125 FTE, FB1, \$14.23/hr., MOST, 9.25/9.5 mos.	Before/After School Program Director, .50 FTE, Non Unit, \$17.45/hr., FS Cashier, .3125 FTE, FB1, \$14.23/hr., Transportation PARA, .03125 FTE, Discretionary PARA, .12875 FTE, B01, \$12.43/hr., MOST, 9.25/9.5 mos.	10/4/2021	Additional Assignments, Increase in FTE/Hrs.
Jupka, Amber	Discretionary PARA, .550 FTE, B02, \$12.71/hr., MDLK, 9.25 mos.	Discretionary PARA, .5625 FTE, Transportation PARA, .0625 FTE, B03, \$14.79/hr., MDLK, 9.25 mos.	8/30/2021	Additional Assignment, Increase in FTE/Hrs.
Keifer, Kimberly	Satellite Host I, .5625 FTE, FC5, \$15.57/hr., MOST, 9.25 mos.	Satellite Host I, .5625 FTE, FC5, \$15.57/hr., ELEM PARA, .25 FTE, B05, \$15.28/hr., MOST, 9.25 mos.	9/23/2021	Additional Assignments, Increase in FTE/Hrs.
Kelly, Elizabeth	FS Cashier, .28125 FTE, FB05, \$15.28/hr., HAWT, 9.25 mos.	FS Cashier, .28125 FTE, FB05, \$15.28/hr., SPED PARA, .3125 FTE, D05, \$15.68/hr., HAWT, 9.25 mos.	9/13/2021	Additional Assignment, Increase in FTE/Hrs.
Kerr, Gracie	Before/After School PARA, .1937 FTE, B01, \$14.23/hr., IRVG, 9.25 mos.	Before/After School PARA, .34375 FTE, B01, \$14.23/hr., IRVG, 9.25 mos.	9/14/2021	Increase in FTE/Hrs.
Muruato, Marshall	Elementary PARA, .70 FTE, SPED Resource PARA, .08125 FTE, B01, \$12.48/hr., HYL, 9.25 mos.	Discretionary PARA, .50 FTE, B02, \$14.51/hr., Before/After School Program Director, .50 FTE, Non Unit, \$17.45/hr., HYL, 9.25/9.5 mos.	8/30/2021	Change of Assignments, Increase in FTE/Hrs.
Spear, Courtney	Discretionary PARA, .0625 FTE, B07, \$14.23/hr., Health Aide, D07, \$15.38/hr., EMDI, 9.25 mos.	SPED PARA, .4375 FTE, Health Aide, .4375 FTE, D08, \$16.61/hr., HAWT, 9.25 mos.	8/30/2021	Internal Transfer, Increase in FTE/Hrs.
Welsh, McKenzie	PIF PARA, .3125 FTE, Non Instructional PARA, .375 FTE, B05, \$13.48/hr., CJMS, 9.25 mos.	SPED PARA, .875 FTE, D06, \$15.97/hr., CJMS, 9.25 mos.	8/30/2021	Change of Assignments, Increase in FTE/Hrs.
Yates, Tucker	Self Contained PARA, .80 FTE, D01, \$13.71/hr., GHS, 9.25 mos.	ISS PARA, .80 FTE, D02, \$14.80/hr., GHS, 9.25 mos.	8/30/2021	Change of Assignments
Zhou He, Xiaoling	FS Specialist, 1.0 FTE, FB14, \$15.80/hr., GHS, 9.25 mos.	Cook II, 1.0 FTE, FD15, \$17.92/hr., GHS, 9.25 mos.	8/30/2021	Internal Transfer

**Bozeman Public Schools
Human Resources**

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REPORT OF ADMINISTRATIVE ACTIONS (con't)

<u>Stipends - Extracurricular</u>				
Name	Authorized Position	Stipend	Level	Effective
Andersen, Jesse	Track - Asst. Coach - BHS (Longevity)	\$4,071.60	3	3/15/21 - 5/31/21
Anderson, Jeni	Volleyball - Head Coach - BHS	\$5,870.00	2	8/12/21 - 11/20/21
Audet, Alexa	Volleyball - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Babcock, Trista	Intramurals - Fall Co-ed - 6th Gr. VB - SMS (.50)	\$1,076.00	5	9/8/21 - 10/13/21
Barefield, Matt	Golf - Asst. Coach - GHS (Longevity)	\$3,355.04	4	8/12/21 - 11/20/21
Berdahl, Kelly	Bands - BHS (Longevity)	\$6,633.10	2	2021-2022
Berdahl, Kelly	Jazz Band - BHS (Longevity)	\$3,645.38	4	2021-2022
Berdahl, Kelly	Marching Band - BHS (Longevity)	\$4,534.69	3	2021-2022
Berdahl, Kelly	Pep Band - BHS (Longevity)	\$2,431.76	5	2021-2022
Bodner, Jess	Football - Asst. Coach - BHS	\$4,013.00	3	8/12/21 - 11/20/21
Boyle, Robert	Football - Asst. Coach - BHS (Longevity)	\$4,334.04	3	8/12/21 - 11/20/21
Bryson, Grady	Soccer - Boys - Asst. Coach - GHS (2/3 of level 4)	\$2,150.67	4	8/13/21 - 11/8/21
Cannon, Erika	Soccer - Girls - Head Coach - BHS (Longevity)	\$4,534.69	3	8/13/21 - 11/8/21
Certalic, Michael	Kameralata (Longevity)	\$3,645.38	4	2021-2022
Certalic, Michael	MS Sunrise Strings (Longevity)	\$1,548.10	6	2021-2022
Certalic, Michael	Orchestras - BHS (Longevity)	\$6,633.10	2	2021-2022
Certalic, Michael	Orchestras - GHS (Longevity)	\$6,633.10	2	2021-2022
Cialella, Colin	Soccer - Boys - Asst. Coach - GHS (2/3 of level 4)	\$2,150.67	4	8/13/21 - 11/8/21
Codding, Logan	Football - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Coffin, Morgan	Speech & Debate - Asst. Coach - GHS (Longevity)	\$4,173.52	3	10/1/21 - 1/30/22
Colliver, Charlotte	Choirs - SMS (.60) (Longevity)	\$2,187.23	4	2021-2022
Crowther, Ajah	Dance - Head Coach - GHS	\$4,013.00	2	8/12/21 - 11/20/21
Croy, Tylan	Football - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Curry, Graydon	Cross Country - Head Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Daniels, Emily	Speech & Debate - Asst. Coach - BHS	\$4,013.00	3	10/1/21 - 1/30/22
Dellwo, Sean	Football - Asst. Coach - BHS (.66) (Longevity)	\$2,754.52	3	8/12/21 - 11/20/21
Dennehy, Keli	Cross Country - Asst. Coach - GHS	\$3,226.00	4	8/12/21 - 11/20/21
Donaghey, Robert	Football - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Fisher, Heather	Intramurals - Fall Co-ed - 6th Gr. VB - CJMS	\$2,152.00	5	9/8/21 - 10/13/21
Fraker, Natasha	Volleyball - 8th Gr. Asst. Coach - SMS	\$2,152.00	5	8/25/21 - 10/15/21
Heide, Mary	Choirs - SMS (.40)	\$1,290.40	4	2021-2022
Hietala, Ben	Soccer - Boys - Head Coach - GHS	\$4,013.00	3	8/13/21 - 11/8/21
Holsinger, Lynn	Speech & Debate - Head Coach - GHS	\$5,870.00	2	10/1/21 - 1/30/22
Hostettler, Troy	Football - Asst. Coach - BHS	\$4,013.00	3	8/12/21 - 11/20/21
Houston, Todd	Golf - Asst. Coach - BHS	\$3,226.00	4	8/12/21 - 11/20/21
Humberger, Eric	Volleyball - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Huttinger, Daniel	Football - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Jackson, Dan	Cross Country - Asst. Coach - GHS	\$3,226.00	4	8/12/21 - 11/20/21
Jackson, Trey	Football - Asst. Coach - GHS (.50)	\$2,006.50	3	8/12/21 - 11/20/21

**Bozeman Public Schools
Human Resources**

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REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Jermyn, Casey	Cross Country - Head Coach - BHS (Longevity)	\$4,173.52	3	8/12/21 - 11/20/21
Johnson, Nate	Speech & Debate - Asst. Coach - GHS	\$4,013.00	3	10/1/21 - 1/30/22
Keegan, Jil	Orchestras - SMS (Longevity)	\$3,355.04	4	2021-2022
Kluempke, Reeve	Volleyball - Asst. Coach - BHS	\$4,013.00	3	8/12/21 - 11/20/21
Laslovich, Nate	Football - 8th Gr. Asst. Coach - CJMS	\$2,152.00	5	8/25/21 - 10/15/21
Lind, Chandra	Orchestras - CJMS (Longevity)	\$3,484.08	4	2021-2022
Malczyk, Jacob	Choirs - BHS (Longevity)	\$6,339.60	2	2021-2022
Malczyk, Jacob	Jazz Choir - BHS (Longevity)	\$3,484.08	4	2021-2022
Maurer, Michelle	Choirs - GHS (Longevity)	\$6,104.80	2	2021-2022
Maurer, Michelle	Jazz Choir - GHS (Longevity)	\$3,355.04	4	2021-2022
Michels, Kohltrane	Football - Asst. Coach - GHS (.50)	\$2,006.50	3	8/12/21 - 11/20/21
Mobley, Justin	Football - Asst. Coach - BHS (Longevity)	\$4,173.52	3	8/12/21 - 11/20/21
Nahorniak, Mark	Football - Asst. Coach - BHS	\$4,013.00	3	8/12/21 - 11/20/21
Nelson, Ryan	Golf - Head Coach - BHS	\$4,013.00	3	8/12/21 - 11/20/21
Obstar, Ashley	Volleyball - Head Coach - GHS (Longevity)	\$6,104.80	2	8/12/21 - 11/20/21
Pate-Terry, Hunter	Soccer - Boys - Head Coach - BHS (Longevity)	\$4,334.04	3	8/13/21 - 11/8/21
Phillips, Margaret	Choirs - CJMS	\$3,226.00	4	2021-2022
Rollison, Sydney	Soccer - Girls - Asst. Coach - BHS (Longevity)	\$3,355.04	4	8/13/21 - 11/8/21
Ruffcorn, Jeffrey	Bands - GHS (Longevity)	\$6,104.80	2	2021-2022
Ruffcorn, Jeffrey	Jazz Band - GHS (Longevity)	\$3,355.04	4	2021-2022
Ruffcorn, Jeffrey	Marching Band - GHS (Longevity)	\$4,173.52	3	2021-2022
Ruffcorn, Jeffrey	Pep Band - GHS (Longevity)	\$2,238.08	5	2021-2022
Salvat, Zach	Football - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21
Salvat, Zach	Weight Room Supervisor - Fall - GHS	\$2,152.00	5	8/12/21 - 11/20/21
Schmidt, Whitney	Volleyball - Asst. Coach - BHS	\$4,013.00	3	8/12/21 - 11/20/21
Simmons, Jessica	Volleyball - 8th Gr. Asst. Coach - SMS	\$2,152.00	5	8/25/21 - 10/15/21
Steinkoenig, Keith	Soccer - Boys - Asst. Coach - GHS (2/3 of level 4)	\$2,150.67	4	8/13/21 - 11/8/21
Sticka, Michel	Bands - CJMS (Longevity)	\$3,355.04	4	2021-2022
Sticka, Michel	Jazz Band - CJMS (Longevity)	\$3,355.04	4	2021-2022
Stoddart, Jack	Soccer - Girls - Asst. Coach - BHS (Longevity)	\$3,645.38	4	8/13/21 - 11/8/21
Suarez, Katherine	Cheer - Head Coach - GHS (.50)	\$2,935.00	2	8/12/21 - 11/20/21
Swinford, Michelle	Speech & Debate - Asst. Coach - BHS	\$4,013.00	3	10/1/21 - 1/30/22
Thane, Adam	Speech & Debate - Head Coach - BHS (Longevity)	\$6,339.60	2	10/1/21 - 1/30/22
Wearley, Logan	Cheer - Asst. Coach - GHS (.50)	\$1,613.00	4	8/12/21 - 11/20/21
Wesche, Levi	Football - Head Coach - BHS (Longevity)	\$6,922.24	1	8/12/21 - 11/20/21
Wilcox, Nathan	Bands - SMS (Longevity)	\$3,484.08	4	2021-2022
Wilcox, Nathan	Jazz Band - SMS (Longevity)	\$3,484.08	4	2021-2022
Wilcox, Nathan	Marching Band Asst. - GHS/GHS (Longevity)	\$1,479.60	6	2021-2022
Yates, Tucker	Football - Asst. Coach - GHS	\$4,013.00	3	8/12/21 - 11/20/21

**Bozeman Public Schools
Human Resources**

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REPORT OF ADMINISTRATIVE ACTIONS (con't)

<u>Stipends - Not Extracurricular</u>				
Name	Authorized Position	Stipend	Level	Effective
Aamot, Mark	Activities Coordinator - CJMS	\$6,000.00		2021-2022
Bartholomew, Patricia	HiSET Test Administrator - ADED (Hrly. Rate)	\$18.00		2021-2022
Behr, Kashmira	Additional Summer help for 2 weeks up to 8 hrs./day helping Tech (Hrly. Rate)	\$14.75		7/28/21 - 8/10/21
Berdahl, Kelly	Travel Stipend - 2 sites - Music	\$325.00		2021-2022
Bertken, Johanna	Crisis Response Team (.50 of \$1,000)	\$500.00		2021-2022
Bertken, Johanna	Travel Stipend - 6+ sites - ASPT	\$810.00		2021-2022
Brown, Ami	Additional summer help for 4 days up to 8 hrs./day helping Tech (Hrly. Rate)	\$14.75		August 3-6, 2021
Buonamici, James	ADED Instructor (Hrly. Rate)	\$20.00		9/20/21 - 6/30/22
Bush, Matt	Custodian Referral Bonus for Taylor Lundberg after meeting 6 month probationary period	\$400.00		7/18/2021
Cashman-Guettler, Ellen	Travel Stipend - 6+ sites - ASPT	\$810.00		2021-2022
Certalic, Michael	Additional .20 FTE at BA(M)+105, Step 18 at GHS	\$16,608.60		2021-2022
Certalic, Michael	Travel Stipend - 2 sites - Music	\$325.00		2021-2022
Cuskey, Kaitlin	Travel Stipend - 2 sites - HYL/IRVG	\$325.00		2021-2022
Dellwo, Sean	ESY Teacher - HS - BHS - Up to 30 hrs./wk. (Hrly. Rate)	\$32.00		6/14/21 - 7/23/21
Drahos, Dawn	Substitute Referral Bonus for Ellery McCaw	\$100.00		10/29/2020
Edwards, Anna	Travel Stipend - 6+ sites - ASPT	\$810.00		2021-2022
Ely, Samantha	ESY Teacher - HS - Up to 30 hrs./wk. (Hrly. Rate)	\$32.00		6/14/21 - 7/23/21
Herzog, Michelle	Additional Compensation added to Hrly. Rate for taking over supervisor duties for B. Selvig while on Maternity leave. Difference between Michelle's hrly. Rate of \$24 and \$32.29. (Hrly. Rate)	\$8.29		9/30/21 - 12/23/21
Jackson, Mona	Travel Stipend - 2 sites - Music	\$325.00		2021-2022
Johnson, Tom	Custodian Referral Bonus for Melissa Johnson	\$100.00		8/26/2021
Johnsons, Kathleen	Travel Stipend - 2 sites - ASPT	\$325.00		2021-2022
Kickingwoman, Casey	Custodian Referral Bonus for David Meade	\$100.00		9/7/2021
Maurer, Michelle	Travel Stipend - 2 sites - Music	\$325.00		2021-2022
Meadors, Alexandra	ESY PARA - BHS - Up to 20 hrs./wk. (Hrly. Rate)	\$14.80		7/5/21 - 8/13/21
Merriman, Steve	Travel Stipend - 3 sites - Music	\$490.00		2021-2022
Murray, Meghan	Travel Stipend - 2 sites - Music	\$325.00		2021-2022
Neiminen, Judy	Private Tutor at Heritage Christian School (Hrly. Rate)	\$16.00		2021-2022
Norlander, Jennifer	ESY Teacher - ELEM - SPED - Up to 10 hrs./wk. (Hrly. Rate)	\$32.00		8/1/21 - 8/25/21
Pafford, Baerbel	Travel Stipend - 6+ sites - Music	\$810.00		2021-2022
Peterson, Cindy	ESY PARA - ELEM - SPED - Up to 10 hrs./wk. (Hrly. Rate)	\$15.38		8/1/21 - 8/27/21

**Bozeman Public Schools
Human Resources**

October 11, 2021

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Not Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Quatraro, Terry	HiSET Test Administrator - ADED (Hrly. Rate)	\$18.00		2021-2022
Riccio, Steve	Additional .20 FTE at BA(M)+105, Step 7 at GHS for Science Instruction	\$13,330.40		2021-2022
Ruffcorn, Jeffrey	Travel Stipend - 2 sites - Music	\$325.00		2021-2022
Russo, Jill	Travel Stipend - 2 sites - ASPT	\$325.00		2021-2022
Scheibel, Alexandra	ESY Teacher - HS - GHS - Up to 30 hrs./wk. (Hrly. Rate)	\$32.00		6/14/21 - 7/23/21
Skinner, Caitlin	MT Digital Academy (MTDA) - English III A - Summer 2021-1 - Section 1	\$3,943.83		Summer 2021
Skinner, Caitlin	MT Digital Academy (MTDA) - English III B - Summer 2021-2 - Section 1	\$3,346.28		Summer 2021
Spear, Rebecca	Travel Stipend - 6+ sites - ASPT	\$810.00		2021-2022
Swanson, Stephanie	Private Tutor at Heritge Christian School (Hrly. Rate)	\$19.00		2021-2022
Tritthard, Elizabeth	ADED Instructor (Hrly. Rate)	\$20.00		9/20/21 - 6/30/22
Wessel, Lena	Travel Stipend - 6+ sites - ASPT	\$810.00		2021-2022



Meeting Date:	October 11, 2021
Category:	Action Item - Consent - Both Districts
Agenda Item #:	3.4.2
Originated By:	Mike Waterman, Executive Director of Business and Operations
Others Involved:	R.J. Tvedt, Accounting Supervisor Brenda Livingston, District Bookkeeper

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider approval of [Financial Reports](#), Warrant Approval, and [Donations](#)

Facts & Discussion:

This monthly update on the fiscal business of the District is designed to provide Trustees and the public with up-to-date and timely information on revenue and expenditures, fiscal operations, and the overall financial position of the Bozeman Public Schools. Included with this report is a breakdown of district invested funds. Any time there is a transfer in these funds, the activity is included as a part of this report.

The Warrant Registers are available in the Business Office and have been sent to the Trustees. September 2021 warrants are as follows: Operational warrants were \$3,146,941.81; net Payroll, taxes and deductions were \$4,842,309.57; Total warrants disbursed for August 2021 were \$7,989,251.38.

Investment of District Funds in accordance with State law as of:	<u>July 31, 2021</u>
Gallatin County Investment Pool	\$45,103,150.31
Nonexpendable Endowment (D.A. Davidson)	<u>1,030,942.59</u>
Total District cash and investments	<u>\$ 46,134,092.90</u>

Fiscal Impact:

Refer to attached reports

Superintendent's Recommendation:

It is recommended the Board of Trustees approve the [Financial Reports](#), Warrants, and [Donations](#).

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.



Meeting Date:	October 11, 2021
Category:	Action Item - Consent - Both Districts
Agenda Item #:	3.4.3
Originated By:	Mike Waterman, Executive Director of Business and Operations
Others Involved:	Lacy Clark, Budget and Risk Management Coordinator

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider approval of the [2022-23 Budget Development Calendar](#)

Facts:

Budget development is a year-long process.

Discussion:

The calendar has been set to accommodate a probable General Fund Levy election on May 3, 2022. The adoption of the final 2022-23 Budget is scheduled for August 15, 2022.

Superintendent's Recommendation:

It is recommended that the Board of Trustees adopt the proposed schedule for development of Fiscal Year 2022-23 budgets with the understanding that it may need to be modified.

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.



Meeting Date:	October 11, 2021
Category:	Reports
Agenda Item #:	7.1
Originated By:	Casey Bertram, Interim Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

The Executive Cabinet will provide updates of current issues in their respective areas of responsibility. Since the topics that may come up have not been properly noticed, these reports should not result in extensive discussion by the Board and public at this meeting. They may, however, lead to future agenda items that have been properly noticed.



Meeting Date: October 11, 2021

Category: Reports

Agenda Item #: 7.2

Originated By: Trustees

Others Involved:

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:
Individual Trustees will be provided the opportunity to make requests, express concerns, give reports and request future agenda items. Since the topics that may come up have not been properly noticed, these reports should not result in extensive discussion by the Board and public at this meeting. They may, however, lead to future agenda items that have been properly noticed.



Bozeman School District 7

404 West Main

Bozeman, Montana 59715

Core Purpose

“Bozeman Public Schools exist to provide an outstanding education that inspires and ensures high achievement so every student can succeed and make a difference in a rapidly changing world community.”

Core Values

- ☐ **High Student Achievement:** We are committed to ensuring that all students achieve at high levels.
- ☐ **Committed, Quality Staff:** We employ and retain well qualified and talented staff members who demonstrate a commitment to the core purpose of the District.
- ☐ **Community and Family Engagement:** We believe that parents and the community are essential contributors in the achievement of our goals.
- ☐ **Climate:** We operate in a climate of respect, honesty and hard work, recognizing the need to be adaptable and open to change.
- ☐ **Fiscal Responsibility:** We are fiscally responsible in the management and expenditure of all District resources.
- ☐ **Decision Making:** We rely on best practices research to guide our decision-making.

Big Audacious Goal – Envisioned Future

“The Bozeman Public School District is widely recognized as a vibrant, flexible and progressive educational system that generates student excellence and engages students to succeed and positively contribute in a global community.”

Goals of the Bozeman Public School District

Goal Area 1: Academic Performance:

Every student meets or exceeds the high academic standards of the Bozeman Public School District.

Goal Area 2: Operations and Capacity Building:

District operations, facilities and human resources support an efficient and progressive educational system.

Goal Area 3: Community Engagement and External Relations:

Bozeman Public Schools has created an environment in which parents, community, legislators and all education stakeholders are supportive, engaged, and contribute to successfully educate our students.

Goal Area 4: Student Success/Safety/Health/Welfare:

Bozeman Public Schools has effective systems in place for students to learn and staff to work in a safe and healthy environment.



Welcome to the Bozeman 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 Bozeman trustees facilitate school business.

What is the purpose of these meetings?

The meetings of the Bozeman 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?

Public Participation on Non-Agenda Items is the time for comment on public matters that are not on the agenda. Members of the audience are encouraged to briefly address the trustees on an issue that is not on the agenda. The Chair of the Board will seek comments from the audience on significant items as they occur. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order.

Remember our Disclaimer:

This is the time for comment on public matters that are not on the agenda. Members of the audience are encouraged to briefly address the trustees on an issue that is not on the agenda. The Chair of the Board will seek comments from the audience on significant items as they occur. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order.



BOARD OF TRUSTEES

TERM

Sandra Wilson -- Board Chair	2024
Greg Neil -- Vice Chair	2023
Lei-Ann Bertelsen	2024
Kevin Black	2023
Douglas Fischer	2024
Gary Lusin	2024
Tanya Reinhardt	2022
Lisa Weaver	2022

EXECUTIVE CABINET

POSITION

Casey Bertram	Interim Superintendent
Chad Berg	Director of Special Education and Student Health
Marilyn King	Deputy Superintendent Instruction
Matt Stark	Director of Facilities
Pat Strauss	Director of Human Resources
Mike VanVuren	Deputy Superintendent Curriculum & Technology
Mike Waterman	Executive Director Business and Operations

Public comment can be submitted electronically to trustees@bsd7.org

[Double Click to Return to Agenda](#)

BOARD OF TRUSTEE STANDING COMMITTEE ASSIGNMENTS

Equity Advisory Committee

Trustees

Lei-Anna Bertelsen
Kevin Black

Long-Range Strategic Planning (LRSP)

Trustees

Douglas Fischer
Sandy Wilson

Long-Range Facilities Planning (LRFP)

Trustees

Kevin Black
Gary Lusin
Tanya Reinhardt

Long-Range Collaboration Plan via the District Ongoing Collaborative Committee (DOCC)

Trustees

Gary Lusin
Douglas Fischer - Alternate

District Safety

Trustees

Tanya Reinhardt
Sandy Wilson

Student Inclusion and Resiliency Initiative (SIRI)

Trustees

Douglas Fischer
Lisa Weaver

Wellness Advisory Council (WAC)

Trustees

Gary Lusin

BOARD OF TRUSTEE AD-HOC OR AS NEEDED COMMITTEES

Certified (BEA) Negotiations

Trustees

Lei-Anna Bertelsen
Douglas Fischer
Gary Lusin
Sandy Wilson, Alternate

Classified (CBEA) Negotiations

Trustees

Kevin Black

Bozeman High School Construction Liaison

Trustees

Kevin Black

BOARD OF TRUSTEE REPRESENTATION ON COMMITTEES/COUNCILS ASSOCIATED WITH BSD7

Bozeman Schools Foundation (BSF)

Trustees

Greg Neil

MTSBA Municipal Director and Delegates

Trustees

Gary Lusin, Director

Lei-Anna Bertelsen

Greg Neil, Delegate

Tanya Reinhardt, Delegate

Sandy Wilson, Delegate

SCHOOL LIAISONS

Bozeman High School/Bridger Charter Academy

Kevin Black

Gallatin High School

Sandy Wilson

Chief Joseph Middle School

Lei-Anna Bertelsen

Sacajawea Middle School

Kevin Black

Emily Dickinson Elementary School

Gary Lusin

Hawthorne Elementary School

Tanya Reinhardt

Hyalite Elementary School

Douglas Fischer

Irving Elementary School

Douglas Fischer

Longfellow Elementary School

Lisa Weaver

Meadowlark Elementary School

Sandy Wilson

Morning Star Elementary School

Greg Neil

Whittier Elementary School

Greg Neil

Bozeman Online Charter School (BOCS)

Gary Lusin

Bozeman School District #7

BOARD REOCCURRING CALENDAR



JULY

- Approve Bus Routes
- LRSP Annual Report
- Learning Materials Review Committee
- Preliminary Budget Review
- Set Health and Dental Insurance Price Tags
- Supplemental Book Adoption-One Book-One Bozeman and Bozeman Schools Foundation

AUGUST

- Opening School Activities
- Approve Final Budgets (on 2nd Monday)

SEPTEMBER

- One Book-One Bozeman Participation
- LRSP Implementation Framework and Reporting
- Approval to Enroll Students with Exceptional Circumstances

OCTOBER

- Attend Montana School Boards Association Annual Meeting
- Budget Development Calendar

NOVEMBER

- LRSP: Annual Facilities Master Plan Review
- Preliminary Enrollment and Projection Reports

DECEMBER

- High School New Course Proposals
- Hold Board/Employee Holiday Celebration
- Annual Facilities Master Plan Adoption/Capital Projects

JANUARY

- CAFR and Audit Report for prior year
- Consider MHSA Resolutions
- Building Reserve Allocation/Capital Projects
- Evaluate the Superintendent

FEBRUARY

- Call for Annual School Elections
- School District Calendar Approval

MARCH

- National Merit Awards
- Hold Budget Review Meetings
- Finalize Ballot Language
- Notice of Permissive Levy Increase
- Professional Development Plan Approval
- Board Resolution for Screen Free Week
- Out of State Field Trips and Travel
- Preliminary Budget Discussion

APRIL

- National School Boards' Association Annual Conference
- Hold Budget Review Meetings
- Teacher Appreciation Week
- District Technology Plan Approval
- RIF Notification

MAY

- Approve or Non-renewal of Teachers
- Hold Trustee Election (first Tuesday following first Monday)
- Reorganize the Board and Recognize Outgoing Members
- Request County Conduct Ensuing Year Elections
- Consider MSBA Resolutions
- Administrator Compensation Policy
- Federal Grant Applications
- Appointment of Bozeman Public Schools Foundation Directors

JUNE

- Recognize Retiring Staff
- Financial Approvals and Fund Balance Assignment and Commitments

MONTH VARIES

- Approve Employee Contracts
- Consider Policy Changes
- LRSP Mega Issues Dialogues
- Approve Curriculum Adoptions
- Approve Instructional Material Purchases
- Approve Memorandum of Understanding for Services
- Board Luncheon LRSP Reports

BOARD OF TRUSTEES

- Sandra Wilson, Chair
- Greg Neil, Vice Chair
- Lei-Anna Bertelsen
- Kevin Black
- Douglas Fischer
- Gary Lusin
- Tanya Reinhardt
- Lisa Weaver



Bozeman Public Schools Upcoming Board Meetings

October 11	Monday	Regular Board Meeting	5:45 PM
*October 25	Monday	Special Board Meeting	5:45 PM
November 8	Monday	Regular Board Meeting	5:45 PM
*November 22	Monday	Special Board Meeting	5:45 PM
December 13	Monday	Regular Board Meeting	5:45 PM
January 10	Monday	Regular Board Meeting	5:45 PM
*January 24	Monday	Special Board Meeting	5:45 PM
February 14	Monday	Regular Board Meeting	5:45 PM
*February 28	Monday	Special Board Meeting	5:45 PM
March 7	Monday	Regular Board Meeting	5:45 PM
*March 28	Monday	Special Board Meeting	5:45 PM
April 11	Monday	Regular Board Meeting	5:45 PM
*April 25	Monday	Special Board Meeting	5:45 PM
May 16	Monday	Regular Board Meeting	5:45 PM
*May 23	Monday	Special Board Meeting	5:45 PM
June 13	Monday	Regular Board Meeting	5:45 PM
*June 27	Monday	Special Board Meeting	5:45 PM

*The second meeting of every month is considered a “special board meeting” and will take place at the discretion of the Board Chair and Vice Chair if the agenda warrants holding a meeting.



**Bozeman Public Schools
Upcoming Board Luncheons
12:00 PM - 1:30 PM**

November 2	Tuesday	Bozeman High
November 16	Tuesday	Bridger Charter Academy
November 30	Tuesday	Emily Dickinson
December 7	Tuesday	Sacajawea
January 18	Tuesday	Hyalite
February 1	Tuesday	Gallatin High
February 8	Tuesday	Hawthorne
February 22	Tuesday	Longfellow
March 1	Tuesday	Bozeman Online Charter School
March 22	Tuesday	Whittier
March 29	Tuesday	Morning Star
April 5	Tuesday	Meadowlark
April 19	Tuesday	Irving
May 10	Tuesday	Chief Joseph



Bozeman Public Schools Calendar 2021-2022

PIR Dates & Conferences – No School

August 25-27	K-12 PIR Day
September 27	K-12 PIR Day
October 21-22	Flex K-12 PIR Day
October 28-29	K-5 P/T Conferences
January 17	K-12 PIR Day
January 24-25	9-12 PIR Day
April 7-8	K-5 P/T Conferences
April 7	K-8 PIR Day
April 8	K-12 PIR Day
May 27	K-12 PIR Day
June 10	K-12 PIR Day

Holidays & School Closures– No School

September 6	Labor Day
November 24-26	Thanksgiving
December 20-31	Winter Break
January 17	Martin Luther King Jr.
February 21	President's Day
March 14-18	Spring Break
May 30	Memorial Day

Important Dates

August 30	School Begins 1-12
September 2	Kindergarten Begins
June 4	HS Graduation!
June 9	Last Day of School, Students released at 12:45 PM

Grading Periods

K-5:	January 21 June 9
6-8:	Trimester 1: November 19 Trimester 2: March 4 Trimester 3: June 10
9-12:	Period 1 – October 8 Period 2 – November 19 1st Semester – January 21 Period 1 – March 4 Period 2 – April 22 2nd Semester – June 9

JULY • 2021						
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AUGUST • 2021						
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NOVEMBER • 2021						
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DECEMBER • 2021						
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JANUARY • 2022						
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MAY • 2022						
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JUNE • 2022						
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Revised: 08/12/2021

Please note that our individual schools might have additional important dates related to other school functions.
Please check with your local school for these dates and events.

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