

AGENDA #3
BOZEMAN SCHOOL DISTRICT NO. 7
WILLSON BOARD ROOM
MONDAY September 25, 2017 – 6:00 p.m.

6:00 p.m.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

Recognition of visitors and explanation of procedures to be followed when addressing the Board.
Please turn off cell phones.

ACTION ITEMS - CONSENT

High School District

1. Resolution for Investment of Bond Proceeds

Both Districts

5. Revised Policy #3115, Out-of-District Attendance with Discretionary Approval, 2nd Reading

SUPERINTENDENT'S REPORT

9. Superintendent's Report

BOARD OF TRUSTEES

10. Requests, Calendar, Concerns, Reports, Future Agenda Items and Open Meeting Topics for Next Meeting

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

11. Public Input Period: Members of the community are given an opportunity to make brief comments to the Board on any matters not included in the agenda.

ACTION ITEMS - SINGULAR

Elementary District


12. Disposal of Real Property - Emerson Lawn

DISCUSSION AND REPORTS

15. Revised Policy #4320, Contacts With Students, 1st Reading
17. Revised Policy #9231, Architect and Engineering Services, 1st Reading
19. LRSP Implementation Framework 2017-18

ADJOURN

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

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: RESOLUTION FOR INVESTMENT OF BOND PROCEEDS

CATEGORY: ACTION ITEM – CONSENT

ORIGINATED BY: Mike Waterman,
Director of Business Services

OTHERS INVOLVED: Steve Johnson,
Deputy Superintendent Operations

DATA EXPANSION: Resolution Document

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: High School District ACTION
Effective September 25, 2017

ISSUE:

Shall the District agree to the terms of First Security Bank's Non-Corporate Resolution for purposes of investing bond proceeds?

FACTS:

1. On May 2, 2017 High School District voters approved a \$125 million bond issue to finance construction of a second high school and renovations to Bozeman High School.
2. On August 3, 2017, the District closed on the first \$100 million of those bonds. Proceeds from that bond issue are currently on deposit and have been invested in the Montana Short Term Investment Pool (STIP), a government investment vehicle available through the Montana Department of Commerce.
3. The District wishes to maximize the earnings of the bond proceeds. Although a formal bid process is not required for transactions of this nature, the District did issue an RFP. The RFP outlined the District's cash needs for the project and requested proposals to invest the proceeds until they are needed. The RFP was advertised in the Bozeman Chronicle and proposals were due on September 1, 2017.
4. The District received eight proposals for various investment options. Five of the proposals were for term investments, three proposals were for liquid investments.
5. First Security Bank of Bozeman submitted the prevailing proposal. The proposed investments are US Treasury and Agency obligations, both of which are allowable investment vehicles under state law.
6. Cetera Investments, FSB's investment arm, requires the attached non-corporate resolution to identify the signers on the account.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the District agree to the terms of First Security Bank's Non-Corporate Resolution for purposes of investing bond proceeds.

OTHER ALTERNATIVES:

1. Do not agree to the Non-Corporate Resolution terms.

DISCUSSION:

Administration estimates this proposal will generate an additional \$227,000 in investment proceeds over and above what we would earn through STIP. These proceeds will be deposited to the project fund and used to offset the taxpayers' cost of the project. The District is pleased the prevailing proposal came from a local investment institution.

Account Number _____

I, MIKE WATERMAN, Secretary/Officer of BOZEMAN HIGH SCHOOL DISTRICT #7 (the
"Organization"), hereby certify that on the -25- 19 day of SEPT, 2017, the Organization's BOARD OF TRUSTEES
day month year Governing Body
duly and validly adopted the following resolutions and that the resolutions are now in full force and effect, have not been repealed, and are not in conflict
with the STATE OF MONTANA LAWS of Organization:
Name of Document under which Organization is Operating

1. RESOLVED, that the individuals named in number five below, individually or in combination, are authorized to sell, assign, and endorse for transfer certificates representing stocks, bonds, or other securities now registered or hereafter registered in the name of this Organization;
2. RESOLVED, that the Organization is authorized to establish and maintain one or more accounts (hereafter "Account") with Cetera Investment Services LLC, ("Cetera Investment Services");
3. RESOLVED, that the Organization is authorized to sell, purchase, and own any and all securities and investments, including but not limited to ~~stocks, bonds, mutual funds, and options, and that the Organization is authorized to enter into all types of transactions, including but not limited to margin transactions and short sales;~~ funds invested per Montana State Law for public funds;
4. RESOLVED, that the Organization is authorized to perform or cause to be performed any and all actions necessary or prudent to effect transactions in or maintain ownership or possession of the securities and investments referred to in resolution number three above;
5. RESOLVED, that the following individuals are authorized, individually, to act on behalf of and bind the Organization, provide verbal or written Account instructions to Cetera Investment Services or its authorized representatives, receive from Cetera Investment Services for and on behalf of the Organization any and all communications relating to the Account, and perform for and on behalf of the Organization any and all actions necessary or prudent to effect transactions in or maintain ownership or possession of the securities and investments referred to in resolution number three above:

| Name | Title | Specimen Signature |
|----------------------|--------------------------------------|--------------------|
| <u>STEVE JOHNSON</u> | <u>DEPUTY SUPT OPERATIONS</u> | _____ |
| <u>KIM BUCHANAN</u> | <u>GALLATIN COUNTY TREASURER</u> | _____ |
| <u>MIKE WATERMAN</u> | <u>DIRECTOR OF BUSINESS SERVICES</u> | _____ |
| _____ | _____ | _____ |

6. RESOLVED, that the failure to supply a specimen signature in resolution number five above will not invalidate any transaction if the transaction is ordered in accordance with the authority actually granted by these resolutions;
7. RESOLVED, that the foregoing resolutions apply to all Account transactions whether occurring prior to, contemporaneous with, or after the date shown below, that transactions occurring prior to the date shown below are hereby ratified by the Organization, and that Cetera Investment Services may rely on these resolutions until the end of the business day after the day on which written notice of revocation is received by **Cetera Investment Services LLC, ATTN: Manager, Customer Service, P.O. Box 283, St. Cloud, MN 56302-0283;**
8. RESOLVED, that in order to facilitate compliance with the customer identification rules of 31CFR Part 103, the Organization will provide a copy of its organizing document or a copy of its government issued business license. The Organization acknowledges that Cetera Investment Services' sole use of this documentation is to verify the Organization's identity as required by 31CFR Part 103. Cetera Investment Services is under no duty to interpret, monitor or enforce any provision of the document provided;
9. RESOLVED, that these resolutions inure to the benefit of Cetera Investment Services and their successors and assigns, and to any person relying on resolution number one above.

I further certify that the Organization is duly organized and validly existing, certified by my signature this


25 ¹⁹ day of SEPTEMBER, 2017.
day month year

☐ Check if Sole Officer

Secretary/Officer*

* Individual signing this document should **not** be an authorized officer under paragraph 5 above, unless he/she is the Sole Officer.

If this resolution certificate is related to a securities transaction, a death put request or any other transaction that requires it to be provided to a securities issuer or transfer agent, it must have original (wet) signatures because securities issuers and transfer agents will not accept electronic signatures.

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: REVISED POLICY #3115, OUT-OF-DISTRICT ATTENDANCE WITH DISCRETIONARY APPROVAL, 2ND READING

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Steve Johnson, Deputy Superintendent Operations

OTHERS INVOLVED: Rob Watson, Superintendent; Marilyn King, Deputy Superintendent Instruction

DATA EXPANSION: Revised Policy #3115

COST/FUND: N/A

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective September 25, 2017

ISSUE:

Should the Board approve proposed changes to Policy #3115, Out-of-District Attendance with Discretionary Approval?

FACTS:

1. Trustees discussed the proposed changes at the September 11, 2017 meeting.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended the Board of Trustees adopt the changes to Policy #3115, Out-of-District Attendance with Discretionary Approval, as presented.

OTHER ALTERNATIVES:

1. Do not change.
2. Make additional revisions.

DISCUSSION:

The proposed changes will allow administration to "clean-up" some issues we have run into in the payment of tuition. As written, the Policy assumes that all out of district students will start school at the beginning of the year and attend through the end of the year, which is not always the case. The current Policy also treats every situation the same, which they are not. For example, if an employee has their child attending they usually enter into a salary reduction agreement and have the tuition withheld from their paycheck. In those cases, when the District is virtually guaranteed to receive full payment there is no reason to have the tuition paid by March 1.

STUDENTS

Out-of-District Attendance with Discretionary Approval

The Board of Trustees of the Bozeman Public Schools, recognizing that an educational requirement of its resident students includes the need for an orderly educational process and environment, free from disruption, overcrowding and any kind of violence or disruptive influences, hereby establishes criteria on the admission of out-of-district students. The Board recognizes that out-of-district student sections of the statutes contain both mandatory and discretionary provisions and directs the administration to follow the following definitions and procedures in discretionary situations.

Definitions

An out-of-district student is one who lives with a parent, legal guardian or spouse outside of the District boundaries or who lives in the District but whose parent, legal guardian or spouse resides elsewhere.

A minor child's district of residence is generally determined by the residence of the parents or legal guardians or a marital relationship with an adult, or as otherwise determined by Court Order. A person's residence is the place where a person remains when not called elsewhere for labor or other special or temporary purpose and to which the person returns in seasons of repose (Sec. 1-1-215, M.C.A.)

A Special Power of Attorney conveys certain enumerated powers and authority to a third party to act on behalf of a minor child for school purposes. For a child in the care of a third party with a Special Power of Attorney the residence of the legal parent or legal guardian determines the residency of the child for purposes of tuition. A Special Power of Attorney does not create the relationship of Guardian to the holder thereof.

Out-of-District Attendance with Discretionary Approval

Out-of-district students not falling under mandatory provisions of Montana State Law, Administrative Rule or Board Policy #3114 will be denied enrollment with the following exceptions:

- A. Students, in grade 12 who have been residents of the School District for at least one full semester immediately prior to moving from the District, will be allowed to attend Bozeman High School on a tuition basis, for their final year of high school. Students, in grade 8 who have been residents of the School District for at least one full semester immediately prior to moving from the District and who move to a K-8 District that feeds into Bozeman High School District, will be allowed to attend 8th grade in Bozeman on a tuition basis.
- B. Out-of-district, Belgrade students who have been attending the Belgrade School District for at least one semester may be allowed to attend Bozeman on a tuition basis at the request of the Superintendent of the Belgrade School District and upon approval of the Bozeman Superintendent of Schools as part of an at-risk exchange program.
- C. U.S. students who live full time within the Bozeman School District boundaries, but whose parents live outside the District will be admitted and charged tuition.
- D. Students in grades 6-8 whose resident district is a non-operating district within Bozeman High School District #7 will be allowed to attend Bozeman Public Schools provided the resident district agrees to pay the tuition.
- E. Students whose parents are at least .75 FTE employees of the District and employees of the District's contracted transportation provider who are scheduled at least 20 hours per week may attend on a tuition basis.

- F. A student who lives within the District during the school week may be admitted with the payment of tuition. Parents will be required to complete a declaration under penalty of perjury that they live in the District during the school week.
- G. On a space available basis, out-of-district students (from Belgrade, Livingston, and member districts of the Park County Special Education Cooperative and Gallatin-Madison Special Education Cooperative) may enroll within the Bozeman School District if placed by their resident district through an IEP process in a specialized day treatment program designed to address low-incidence mental health needs, provided the resident district agrees to pay tuition. Placement within the program will involve an intake process that includes representatives from the resident district, the Bozeman School District, and the mental health provider.


General Provisions

- 1. An out-of-district student will not be admitted until an Out-of-District Attendance Agreement has been completed. When admitting an out-of-district student, the District shall utilize form FP-14 prepared by the Office of Public Instruction.
- 2. Except as provided by law, admission to Bozeman Public Schools as an out-of-district student is a privilege (MCA 20-5-320). As such, the Bozeman School District will screen all out-of-district students and only consider those who meet the criteria set forth in this policy.
- 3. The Superintendent is hereby given the authority to admit or deny any student's admission in accordance with this policy.
- 4. The District will charge tuition for out-of-district students per statute. The tuition for a child with a disability will be determined under the rules adopted by the Superintendent of Public Instruction for the calculation of tuition for special education pupils.
- 5. Acceptance of out-of-district students will be contingent on the student's good behavior, regular attendance and passing grades, and adherence to school and District policies. Violation of any of these contingencies or truancy violations may result in a student being dropped from school immediately and the unused portion of the tuition refunded.
- 6. Acceptance of an out-of-district Student is for one school year. All out-of-district students must apply for enrollment at the beginning of each school year and acceptance shall be based on compliance with the applicable criteria for admission of out-of-district students and space availability. Admission for one school year does not mean the student will be accepted the following school year.
- 7. Any out-of-district attendance may be disapproved whenever the accreditation of the school will be adversely affected by acceptance of the child due to insufficient room, overcrowding or when to do so would require the hiring of additional staff.
- 8. Acceptance of an out-of-district student does not imply or guarantee that transportation will be provided. Any transportation that is provided to an out-of-district student may be charged to and paid by the parent, guardian or entity paying tuition in accordance with the District's Transportation policies.
- 9. The Montana High School Association sets regulations pertaining to student eligibility for participation in speech and athletics. The District follows those regulations and does not assure that out-of-district students will be eligible for participation in MHSA-sanctioned activities.

Legal Reference:

| | |
|--|--|
| MCA 20-5-314 | Reciprocal Attendance Agreement |
| MCA 20-5-316 | Out-of-State Tuition |
| MCA 20-5-320 | Attendance with Discretionary Approval |
| MCA 20-5-321 | Attendance with Mandatory Approval |
| MCA 20-5-322 | Residence Determination Notification-Appeal for Attendance Agreement |
| MCA 20-5-323 | Tuition and Transportation Rates |
| MCA 20-7-401 | Definitions |
| ARM 10.10.301 | Calculating Tuition Rates |
| ARM 10.10.301B | Out-of-District Attendance Agreements |
| ARM 10.16.1314 | Special Education Tuition Rates |
| ARM 10.16.3122 | LEA Responsibility for Students with Disabilities |
| McKinney-Vento Homeless Assistance Act 42 USC 11431 et seq | |

Adopted: 11/24/86 Rev.: 7/22/91, 5/11/92, 9/25/95, 5/13/96, 3/30/98, 4/12/99, 8/13/01, 6/14/04, 8/8/05,
8/13/07, 9/8/08, 3/22/10, 5/10/10, 1/8/14, 1/26/15, 2/22/16, 4/11/16, 9/12/16,
10/10/16, **09/25/17**

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |


TITLE: SUPERINTENDENT'S REPORT
 CATEGORY: SUPERINTENDENT'S REPORT
 ORIGINATED BY: Rob Watson, Superintendent
 OTHERS INVOLVED: N/A
 DATA EXPANSION: None
 COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: None
 September 25, 2017

DISCUSSION:

The Superintendent will normally give a brief oral report on miscellaneous items of interest to the District.

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: REQUESTS, CALENDAR, CONCERNS, REPORTS, FUTURE AGENDA ITEMS AND OPEN MEETING TOPICS FOR NEXT MEETING

CATEGORY: BOARD OF TRUSTEES

ORIGINATED BY: N/A

OTHERS INVOLVED: N/A

DATA EXPANSION: None


COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: September 25, 2017

DISCUSSION:

This agenda item will offer the opportunity for Board Members to present items they would like discussed in the open session of the next regular meeting or to make requests, express concerns, give reports, and discuss calendar items.

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: PUBLIC PARTICIPATION ON
NON-AGENDA ITEMS

CATEGORY: PUBLIC PARTICIPATION

ORIGINATED
BY: Board of Trustees


OTHERS
INVOLVED: N/A

DATA
EXPANSION: None

COST/FUND
SOURCE: N/A

IMPLEMENTATION
ACTION: No official action required.

DISCUSSION:
This agenda item will offer the opportunity for a public input period: Members of the community are given an opportunity to make brief comments to the Board on any matters not included in the agenda.

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: DISPOSAL OF REAL PROPERTY - EMERSON LAWN
 CATEGORY: ACTION ITEM – SINGULAR
 ORIGINATED BY: Steve Johnson, Deputy Superintendent Operations
 OTHERS INVOLVED: Todd Swinehart, Director of Facilities
 DATA EXPANSION: 2017 Long Range Facilities Master Plan [Here](#)
 COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary School District ACTION
 Effective September 25, 2017

ISSUE:

Declare the Emerson Lawn property obsolete, undesirable or unsuitable for the school purposes of the District and resolve to sell or otherwise dispose of the property.

FACTS:

1. The District's ownership of the Emerson property dates back to the 1800's. The site was the location of the original Irving Elementary school, which was demolished in the late 1930's to make way for the annex expansion of the Emerson Building and the construction of the existing Irving School. The Emerson Building and approximately 1/3 of the grass area was disposed of in 1992.
2. Several decades ago the District accepted Land and Water Conservation Fund (LWCF) money to improve the Emerson school playground. As a result the property had to remain open for community use during non-school hours. Following disposal of the building, playground and approximately 1/3 of the grass area, the District sought conversion of the LWCF designation from the Emerson to Sacajawea Middle School. On September 27, 1996 that conversion was approved by the National Parks Service.
3. On May 24, 2017, the Long Range Facility Planning Committee (LRFPC) met to discuss options for District owned property, including the Emerson Lawn. Discussion related to the recommendation to "sell, lease, or trade parcel to acquire a suitable property for the future development of Elementary #9 or Middle School #3 or accomplish debt reduction." In addition, the committee discussed the upcoming need for land for Elementary #9. Based on current District demographics and the direction of growth, it was agreed that none of the currently owned land is in a prime location for Elementary #9 and an alternate location would be desirable.
4. On June 20 and July 24, 2017, the Board discussed the Long Range Facilities Planning Committee's recommendation: District Owned Property Options. On August 14, 2017, the Board approved the 2017 Long Range Facilities Master Plan.
5. On January 21, 2015 the District received a property appraisal that estimated the value of the parcel at \$1,215,000. On July 24, 2017 the District received a property appraisal that valued the parcel at \$2,275,000.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board adopt the following resolution:

"Having found that the Emerson Lawn and improvements (Tract 1 of the Amended Subdivision Plat of Block C of Alderson Addition and the School Ground Tract of Rouse's 3rd addition, situated in the SE1/4 of Section 12, T2S, R5E and the SW1/4 of Section 7, T2S, R6E, City of Bozeman, Gallatin Co., MT. (Plat C-13-C)) should be sold or disposed of, the Trustees of Bozeman School District #7 hereby resolve to sell or otherwise dispose of property because it is or is about to become abandoned, obsolete, undesirable or unsuitable for the school purposes of the District."

OTHER ALTERNATIVES:

1. Do not resolve.

DISCUSSION:

This action will allow the administration to begin the statutorily required advertisement for the disposal of the remaining portion of the Emerson Lawn. If successful, the sale will convert this asset, which is rarely used for school purposes, into an asset that will help the District meet the needs of a rapidly growing student population. Proceeds from the sale could provide funding for the District to acquire land for elementary #9, which is anticipated to be needed in the next 3-4 years.

Rather than simply listing the property for sale, it is anticipated that the next step, following this action by the Trustees, will be to advertise a Request for Proposals. It is anticipated that proposals will be received ranging from donating the partial to the City for park land to full or near full price offers for development of the land. After receiving proposals, the Trustees may sell or dispose of the property in any reasonable manner that they determine to be in the best interest of the School District.

The pertinent statutory reference for disposal of obsolete, undesirable or unsuitable property is found at MCA 20-6-604.


Sale Of Property When Resolution Passed After Hearing -- Appeal Procedure

20-6-604. Sale of property when resolution passed after hearing -- Appeal Procedure.

- (1) *Whenever the trustees of a district determine that a site, building, or any other real or personal property of the district is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district, the trustees may sell or otherwise dispose of the real or personal property in accordance with this section and without conforming to the provisions of **20-6-603**. If a decision to sell or dispose of property is made, the trustees shall adopt a resolution to sell or otherwise dispose of the district real or personal property because it is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district.*
- (2) *The resolution may not become effective for 14 days after the notice required in subsection (3) is made.*
- (3) *The trustees shall provide notice of the resolution in the manner required for school elections in **20-20-204**.*
- (4) *A taxpayer may appeal the resolution of the trustees, at any time prior to the effective date of the resolution, to the district court by filing a verified petition with the clerk of the court and serving a copy of the petition upon the district. The petition must set out in detail the objections of the petitioner to the adoption of the resolution or to the disposal of the property. The service and filing of the petition stay the resolution until final determination of the matter by the court. The court shall immediately fix the time for a hearing at the earliest convenient time. At the hearing, the court shall hear the matter de novo and may take testimony as it considers necessary. Its proceedings are summary and informal, and its decision is final.*
- (5) *The trustees of a district that has adopted a resolution to sell or otherwise dispose of district real or personal property and, if appealed, has been upheld by the court shall sell or dispose of the real or personal property in any reasonable manner that they determine to be in the best interests of the district.*
- (6) *The money realized from the sale or disposal of real or personal property of the district must be credited to the debt service fund, building fund, general fund, or other appropriate fund, at the discretion of the trustees.*

The formal use agreements that the District has entered into over the last 4 years are as follows:

| <u>Group Name</u> | <u>Day of Week</u> | <u>Date In</u> | <u>Date Out</u> |
|-----------------------------|--------------------|----------------|-----------------|
| 2014-15 | | | |
| YMCA Flag football Games | Saturday's | 5/10/14 | 6/14/14 |
| Lunch On the Lawn | Wednesday's | 7/16/14 | 8/20/14 |
| Bozeman Film Society | Saturday | 8/23/14 | 8/23/14 |
| United Methodist Church | Wednesday | 9/10/14 | 9/10/14 |
| United Methodist Church | Sunday | 9/14/14 | 9/14/14 |
| Friends of Hyalite | Daily | 12/4/14 | 12/15/14 |
| YMCA Flag Football Games | Saturday's | 5/2/15 | 6/6/15 |
| United Methodist Church | Wednesday | 5/6/15 | 5/6/14 |
| YMCA Flag Football Practice | Wednesday's | 5/6/15 | 6/3/15 |
| YMCA Flag Football Practice | Thursday's | 5/7/15 | 6/4/15 |
| United Methodist Church | Sunday | 5/17/15 | 5/17/15 |
| YMCA Flag Football Game | Tuesday | 5/19/15 | 5/19/15 |
| United Methodist Church VBS | Mon-Friday | 6/22/15 | 6/26/15 |
| 2015-16 | | | |
| YMCA Summer Camp | Mon-Friday | 6/29/15 | 7/3/15 |
| Emerson Lunch On the Lawn | Wednesday's | 7/8/15 | 8/19/15 |
| YMCA Summer Camp | Mon-Friday | 7/13/15 | 7/17/15 |
| YMCA Summer Camp | Mon-Friday | 7/27/15 | 8/14/15 |
| Connect Church | | 7/30/15 | 7/31/15 |
| BSD7 - ELL | Tuesday | 8/25/15 | 8/25/15 |
| Emerson | Thurs/Frid. | 8/27/15 | 8/28/15 |
| YMCA Flag Football Practice | Mon-Friday | 5/2/16 | 6/3/15 |
| YMCA Flag Football Games | Saturday's | 5/7/16 | 6/4/16 |
| Downtown Bozeman VBS | Mon-Friday | 6/20/16 | 6/24/16 |
| 2016-17 | | | |
| Emerson Lunch On the Lawn | Wednesday's | 7/6/16 | 8/17/16 |
| Emerson - Human Foosball | Daily | 7/5/16 | 7/15/16 |
| Downtown Bozeman VBS | Mon-Friday | 6/19/17 | 6/23/17 |
| 2017-18 | | | |
| Emerson Lunch On the Lawn | Wednesday's | 7/5/17 | 8/16/17 |

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: REVISED POLICY #4320, CONTACTS WITH STUDENTS, 1ST READING
 CATEGORY: DISCUSSION AND REPORTS
 ORIGINATED BY: Marilyn King, Deputy Superintendent Instruction
 OTHERS INVOLVED: Montana School Boards Association
 DATA EXPANSION: None
 COST/FUND: N/A

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
 September 25, 2017

ISSUE:

Approval of revision to District Policy #4320, Contacts With Students.

FACTS:

1. This policy has not been updated since 1986. It would be helpful for the policy to be less specific, as formalized cooperative relationships, i.e., those relationships specified through a Memorandum of Understanding, may change.
2. Additional cross-references (guest speaker, controversial issues and distribution of materials) have been added to this policy.
3. The following policies would be cross-referenced: District Policy #2321 - Guest Speakers, District Policy # 2331 - Controversial Issues and District Policy #3222 - Distribution and Posting of Materials.
4. The revision to this policy aligns with the language recommended by the Montana School Boards Association.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees approve the revision.

OTHER ALTERNATIVES:

1. Do not approve the revision.


COMMUNITY RELATIONS

Contacts with Students

Students are entrusted to the schools for educational purposes. Although educational purposes encompass a broad range of experiences, school officials must not assume license to allow unapproved contact with students by persons who are not employed by the district for educational purposes. Teachers may arrange for guest speakers on appropriate topics relative to the curriculum. Principals may approve school assemblies on specific educational topics of interest and relevance to the school program. Other types of contact by non-school personnel will normally not be permitted. Outside organizations desiring to use the captive audience in a school for information, sales material, or special interest curricula will not be allowed access to the schools.

~~Exceptions to this policy will be made for school sponsored organizations such as Boy Scouts, Girl Scouts, and Campfire Girls. For those organizations, distribution of program information may be disseminated. Information from the City Recreation Department which is relevant to students may also be disseminated. Other~~**Exceptions** may be permitted by the superintendent or his designee only in circumstances where the best interest of students would be served by dissemination of materials.

**X-Ref: District Policy #2321 - Guest Speakers
District Policy # 2331 - Controversial Issues
District Policy #3222 - Distribution and Posting of Materials**

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: REVISED POLICY #9231, ARCHITECT AND ENGINEERING SERVICES, 1ST READING

CATEGORY: DISCUSSION AND REPORTS

ORIGINATED BY: Todd Swinehart,
Director of Facilities

OTHERS INVOLVED: None

DATA EXPANSION: Revised Policy #9231

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
September 25, 2017

DISCUSSION:

Board Policy #9231 provides guidance and instruction on the selection and duration of Architectural and Engineering Services for all District properties as it pertains to remodeling, repairs, additions or alterations. The current duration for this term of service are two-calendar years, with the current term being set to expire at the end of 2018.

One challenge with this two-year term of service is the increasing amount of projects that have the potential to span multiple years. Another issue is that it does take a while to get each new consultant accustomed to the Districts standard of practice, adding another year would reduce the amount of time educating the newly selected.

Should this policy be adopted, it is the intent of administration to carry out the agreement with the currently selected Architectural/Engineering firms and update the terms of service for the next selection.

Additional proposed modifications include:

1. Adding a land-surveying component.
2. Incorporating the added professional services of landscape architecture.

SCHOOL FACILITIES

Architect and Engineering Services

To assure that all remodeling, repairs, additions or alterations to the District's property meet existing codes and laws, the District shall select one architect or architectural firm as its primary resource for its professional architectural needs. One or more ~~engineers or engineering~~ firms will also be chosen for District work requiring the following professional disciplines: electrical, mechanical, civil and structural engineering, **land surveying** and **landscape architecture**. The term of these professional consultants shall be ~~two~~ **three** calendar years. ~~with the first year of each two-year term being an odd-numbered year.~~

The Superintendent or the Superintendent's designee shall invite architects and/or engineers to express interest in performing such necessary consultant services for the District. Advertising shall be in the Bozeman Daily Chronicle.


Interested firms will be requested to submit a statement of qualifications and performance data. Criteria for selection of a firm shall include, but not be limited to, quality and breadth of staff, design of similar projects, production capability, supervision and quality control, relationship with clients, cost estimating and budget control.

The Superintendent is directed to establish necessary procedures to solicit and screen qualified consultants. The Superintendent shall recommend one or more firms to the Board for its consideration. The Superintendent and the successful architectural or engineering firm shall enter into an agreement specifying the hourly rates for all services provided by the consultant. In the event the Superintendent and the selected firm are unable to negotiate fair and reasonable fees, the Trustees may select another firm provided reasonable public notice of the selection is given.

Should any individual project exceed the capacity of the District's consultant(s) to complete, or should any project exceed an estimated completed cost of \$750,000, the above process shall be used to identify a consultant for that particular project. At the Superintendent's request, the Board may waive this limit for a given project and utilize the two-year-term consultant(s) for such work.

Legal Reference: 20-6-631 M.C.A. When Contracts for Architectural Services Required
20-6-633 M.C.A. Negotiation of Fees
18-2-113 M.C.A. Architects on Public Buildings to be Certified 18-2-114 M.C.A. Seal
and Signature of Architect on Plans

Adopted: 9/22/86 Rev. 2/8/99, 9/28/09, **9/11/2017**

|  | Wilson | Willet | Tage | Reinhardt | Neil | Lusin | Fischer | Arneson |
|---|--------|--------|------|-----------|------|-------|---------|---------|
| Motion | | | | | | | | |
| Second | | | | | | | | |
| Ayes | | | | | | | | |
| Nays | | | | | | | | |
| Abstain | | | | | | | | |

TITLE: LRSP IMPLEMENTATION
FRAMEWORK 2017-18

CATEGORY: DISCUSSION AND REPORTS

ORIGINATED
BY: Rob Watson,
Superintendent

OTHERS
INVOLVED: Instructional Cabinet, LRSP Board
Subcommittee

DATA
EXPANSION: [DRAFT 2017 -18 LRSP Implementation
Framework](#)

COST/FUND
SOURCE: N/A

IMPLEMENTATION
ACTION: Elementary and High School District DISCUSSION
September 25, 2017

DISCUSSION:

The BSD7 Long Range Strategic Plan was established in 2007 and continues to be reviewed and revised with the latest addition/revision in 2015. The Implementation Framework, presented at the start of each school year, describes the work plan and focus initiatives that will be used by various school teams and departments to draft action plans. The 2017-18 focus initiatives and implementation framework has been discussed with various staff groups: school leadership and central office staff. The LRSP Board Subcommittee met on September 22, 2017 to discuss the Implementation Framework and provide feedback to the central office team.

The DRAFT 2017-18 LRSP Implementation Framework is Available [HERE](#).

FUTURE BOARD MEETINGS AND OTHER IMPORTANT DATES

| | |
|-------------------|-----------------------|
| October 9, 2017 | Regular Board Meeting |
| October 23, 2017 | Special Board Meeting |
| November 13, 2017 | Regular Board Meeting |
| December 11, 2017 | Regular Board Meeting |



Bozeman School District #7

2017-18 TRUSTEE COMMITTEE APPOINTMENTS

Board of Trustee Standing Committees

Long Range Strategic Planning (LRSP) Committee

Trustees

Heide Arneson
Douglas Fischer
Greg Neil

Long Range Facilities Planning (LRFP) Committee

Trustees

Gary Lusin
Wendy Tague
Sandy Wilson

District Safety Committee

Trustees

Tanya Reinhardt
Sandy Wilson

Board of Trustee as Needed Committees

Budget Committee

Trustees

Heide Arneson
Douglas Fischer

Teacher (BEA) Negotiations Committee

Trustees

Gary Lusin
Heide Arneson
Sandy Wilson

Trustee Representation on Committees/Councils Associated with BSD #7

Bozeman Schools Foundation (BSF)

Trustees

Sandy Wilson
Heide Arneson, Alternate
Gary Lusin
Heide Arneson
Gary Lusin, Municipal Director
Heide Arneson, Delegate
Tanya Reinhardt, Delegate
Sandy Wilson, Delegate
Wendy Tague, Alternate

Wellness Advisory (WAC)

Indian Education For All (IEFA)

MTSBA Municipal Director and Delegates

School Liaisons

Bozeman High School
Bridger Alternative Program
Chief Joseph Middle School
Sacajawea Middle School
Emily Dickinson Elementary School
Hawthorne Elementary School
Hyalite Elementary School
Irving Elementary School
Longfellow Elementary School
Meadowlark
Morning Star Elementary School
Whittier Elementary School

Sandy Wilson
Sandy Wilson
Heide Arneson
Tanya Reinhardt
Heide Arneson
Wendy Tague
Douglas Fischer
Douglas Fischer
Andy Willett
Wendy Tague
Gary Lusin
Greg Neil



BOZEMAN SCHOOL DISTRICT #7 LONG RANGE STRATEGIC PLAN

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.

Bozeman School District #7

BOARD REOCCURRING CALENDAR



JULY

- LRSP Annual Report
- Learning Materials Review Committee
- 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)
- Begin budget process for following year

SEPTEMBER

- One Book-One Bozeman Participation
- LRSP Implementation Framework and Reporting
- Board Luncheon LRSP Reports

OCTOBER

- Attend Montana School Boards Association Annual Meeting
- Board Luncheon LRSP Reports

NOVEMBER

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

DECEMBER

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

JANUARY

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

FEBRUARY

- School District Calendar Approval

MARCH

- Call for Annual School Elections
- National Merit Awards
- Hold Budget Review Meetings
- Professional Development Plan Approval
- Board Resolution for Screen Free Week
- Out of State Field Trips and Travel
- Budget Discussion Referencing Staffing

APRIL

- National School Boards Association Annual Conference
- Hold Budget Review Meetings
- Teacher Appreciation Week
- District Technology Plan Approval
- RIF Notification
- Set Special Levy Amounts if Levy Election is in May

MAY

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

JUNE

- Recognize Retiring Staff

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 OF TRUSTEES

- Andy Willett, Chair
- Heide Arneson, Vice Chair
- Douglas Fischer
- Gary Lusin
- Greg Neil
- Tanya Reinhardt
- Wendy Tage
- Sandra Wilson

ACRONYMS AND INITIALS

| | |
|-------------|---|
| AASA | American Association of School Administrators |
| AFT | American Federation of Teachers |
| ANB | Average Number Belonging |
| ARRA | American Reinvestment and Recovery Act |
| BEA | Bozeman Education Association |
| BCEA | Bozeman Classified Employees Association |
| CA | Communication Arts |
| CIA | Curriculum, Instruction & Assessment Committee |
| CLT | Curriculum Leadership Team |
| CRT | Crisis Response Team |
| CRT | Criterion-Referenced Test |
| CSCT | Comprehensive School Community Treatment |
| DARE | Drug Abuse Resistance Education |
| Dibels | Dynamic Indicators of Basic Early Literacy |
| DRP | Degrees of Reading Power |
| ELE | Essential Learning Expectations |
| ELL | English Language Learners |
| FAPE | Free Appropriate Public Education |
| IC | Instructional Cabinet |
| IDEA | Individuals with Disabilities Educational Act |
| IDEA-Part B | Individuals with Disabilities Educational Act K-12 |
| IEP | Individualized Education Program. A written statement of a handicapped child's education program, required by federal law and state regulations |
| LEA | Local Education Agency |
| MAEMSP | Montana Association of Elementary and Middle School Principals |
| MASS | Montana Association of School Superintendents |
| MASBO | Montana Association of School Business Officials |
| MASSP | Montana Association of Secondary School Principals |
| MBI | Montana Behavior Initiative |
| MEA-MFT | Montana Education Association – Montana Federation of Teachers |
| Moodle | Modular Objective-Oriented Dynamic Learning Environment. A free web application educators can use to create effective online learning sites. |
| MTSBA | Montana School Boards Association |
| NAESP | National Association of Elementary School Principals |
| NASSP | National Association of Secondary School Principals |
| NCLB | No Child Left Behind |
| NEA | National Education Association |
| NSBA | National School Boards Association |
| OCR | Owner's Construction Representative |
| OPI | Office of Public Instruction |
| OT | Occupational Therapy |
| PD | Professional Development |
| PIR | Pupil Instruction Related |
| PLC | Professional Learning Community |
| PT | Physical Therapy |
| RII | Response to Intervention |
| QUAD A | Association of AA Administrators (Superintendents) |
| SAC-B | Superintendent's Advisory Council - Business |
| SAC-C | Superintendent's Advisory Council - Classified |
| SAC-P | Superintendent's Advisory Council - Parents |
| SAC-T | Superintendent's Advisory Council - Teachers |
| SAM | School Administrators of Montana. "Umbrella" organization for all Montana administrative leadership groups: MASS, MASSP, MAEMSP |
| SAT | Student Assistance Team |
| SEA | State Education Agency |
| SEPTA | Special Education Parent Teacher Association |
| UBD | Understanding by Design |
| VCDP | Voluntary Career Development Plan |
| VCOP | Voluntary Career Option Plan |
| WAC | Wellness Advisory Committee |

SPECIAL EDUCATION IMPAIRMENTS

| | | | |
|----|-----------------------|----|--------------------------|
| AU | Autism | LD | Learning Disability |
| CD | Cognitive Delay | OH | Other Health Impairment |
| DE | Deafness | OI | Orthopedic Impairment |
| DB | Deaf/Blindness | TB | Traumatic Brain Injury |
| DD | Developmental Delay | SL | Speech/Language Impaired |
| ED | Emotional Disturbance | VI | Visually Impaired |
| HI | Hearing Impairment | | |

Bozeman Public Schools

Calendar 2017-2018

| | | | |
|---|---|---|---|
| July S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 | August S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 | September S M T W Th F S 1 2 3 4 K 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 | October S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 |
| November S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 | December S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 | January S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 | February S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 |
| March S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 | April S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 | May S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 | June S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 |

DATES TO REMEMBER

| | |
|----------------|---|
| Aug 24 - 28 | K-12 PIR Days (School Not In Session) |
| Aug 29 | School Begins 1-12 |
| Sep 4 | Labor Day Holiday |
| Sep 5 | K Full Day Begins |
| Oct 2 - 3 | K-5 P/T Conferences (No School K-5) |
| Oct 19 - 20 | Flexible PIR Days (No School K-12) |
| Nov 22 - 24 | Thanksgiving Holiday |
| Nov 27 | K-12 PIR Day (No School K-12) |
| Dec 21 - Jan 2 | Winter Break |
| Jan 22 | K-12 PIR Day (No School K-12) |
| Jan 23 | 9-12 PIR Day (No School 9-12) |
| Feb 19 | Presidents' Day Holiday |
| Mar 12 - 16 | Spring Break |
| Apr 12 | K-5 P/T Conferences 6-8 PIR Day (No School K-8) |
| Apr 13 | K-5 P/T Conferences K-12 PIR Day (No School K-12) |
| May 25 | K-12 PIR Day (No School K-12) |
| May 28 | Memorial Day Holiday |
| Jun 3 | Graduation! |
| Jun 7 | Last Day Of School Students Released @ 12:45 |

GRADING PERIODS

| | |
|-------|---|
| K-5: | Jan 19 Jun 7 |
| 6-8: | Nov 21 Mar 2 Jun 6 |
| 9-12: | Per 1 - Oct 6 Per 2 - Nov 22 1st Sem - Jan 19 Per 1 - Mar 2 Per 2 - Apr 20 2nd Sem - Jun 7 |

SYMBOL CODES

| | |
|---|--|
| | Dist. Flexible PIR Days (No School) |
| | K-12 PIR (No School K-12) |
| | K-5 P/T Conf (No School K-5) |
| | K-8 PIR (No School K-8) |
| | 9-12 PIR (No School 9-12) |
| | Holiday and/or Break |
| | School Begins |
| | School Ends |
| K | Kindergarten Starts |

With the approval of this calendar, the Board of Trustees, in commemoration of Martin Luther King Day (January 15, 2018), is directing that all teachers (K-5) and all social studies teachers (6-12) take action in class to recognize and celebrate the principles for which Martin Luther King stood.