

AGENDA #1
BOZEMAN SCHOOL DISTRICT NO. 7
WILLSON BOARD ROOM
MONDAY July 16, 2018 – 5:45 p.m.

5:45 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.

MINUTES

1. Minutes of Previous Meetings

RECOGNITION AND AWARDS

16. Montana School Business Official of the Year
18. 2017-18 Superintendent of the Year – 4 Rivers Region

ACTION ITEMS - CONSENT

High School District

19. Northwestern Energy Revised Underground Gas Line Easement – Stucky and Cottonwood Site
30. Approve Architect/Engineering Fees – BHS Renovations
46. High School Bond Update

Both Districts

53. 2018-19 Transportation Updates and Route Approvals
58. Bid Approval - Propane Motor Fuel
61. Approve Chromebook Purchase
63. Set 2018-19 Health and Dental Insurance Price Tags and Select Excess Risk Insurance Provider
67. Revised Policy #3330, Extra-Curricular Chemical Use Policy, 2nd Reading
73. Personnel Actions

SUPERINTENDENT'S REPORT

77. Superintendent's Report

BOARD OF TRUSTEES

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

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

79. 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.

DISCUSSION AND REPORTS

80. Policy Review – District Policy #2330, Academic Freedom; District Policy #2321, Guest Speakers; District Policy #2331, Controversial Issues
84. Long Range Strategic Plan (LRSP) Update
85. 2018-19 Budget Discussion – All Funds

ADJOURN

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

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: MINUTES OF PREVIOUS MEETINGS

CATEGORY: MINUTES

ORIGINATED BY: Mike Waterman, District Clerk

OTHERS INVOLVED: Nancy Brady, Executive Assistant

DATA EXPANSION: Minutes of the Regular Board Meeting of 06-11-18 and Special Board Meetings of 06-20-18 and 06-28-18

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective July 16, 2018

SUPERINTENDENT'S RECOMMENDATION:

If the Board wishes to approve this item as presented, the following motion would be in order:

MOVE THE BOARD OF TRUSTEES approve as presented the minutes of the Regular Board Meeting of 06-11-18 and Special Board Meetings of 06-20-18 and 06-28-18.

DISCUSSION:

Upon approval, the minutes represent the official actions of the Board of Trustees of School District No. 7, Gallatin County, Montana. Every effort is made to have these recommended minutes accurately portray the proceedings and procedures of the Trustees.

BOARD MEETING, BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7 AND HIGH SCHOOL DISTRICT

Open Session

DATE: June 11, 2018

TIME: 5:45 p.m.

PLACE: Willson Board Room

MEMBERS

PRESENT: Andy Willett, Chair
Sandy Wilson, Vice Chair
Douglas Fischer
Gary Lusin
Greg Neil
Tanya Reinhardt
Wendy Tage

MEMBERS

ABSENT: Heide Arneson

STAFF

PRESENT: Robert Watson, Superintendent
Steve Johnson, Deputy Superintendent Operations
Marilyn King, Deputy Superintendent Instruction
Pat Strauss, Director of Human Resources
Mike Waterman, Director of Business Services/District Clerk
Todd Swinehart, Director of Facilities
Nancy Brady, Secretary

OTHERS

PRESENT: Tami Phillippi, BEA Representative

MEDIA: Gail Schontzler, Bozeman Chronicle

VISITORS: Approximately 33

Call to Order

The meeting was called to order at 5:45 p.m. by Chair Willett. Following the Roll Call and the Pledge of Allegiance, Willett welcomed visitors and explained the purpose of the meeting and procedures to be followed.

Board Education: College & Career Readiness, Part 2

Superintendent Rob Watson introduced item explaining this is the second part of the College & Career Readiness presentation, and will cover the 33% of students on the exit survey who said they weren't going to go to college right away.

Karin Neff, Accountability/Data Analyst Specialist, and Kevin Conwell, BHS Principal, gave a PowerPoint Presentation which included:

- Career Readiness
- Can we measure Career Readiness?

- BHS College and Career Center (CCC)
- Class of 2017 Senior Exit Survey Responses
- Proportion of Course-load by Elective Type and Post-Graduation Employment Plans for Non-College-Goers
- Prepared for Life- High Credentials
- Median Lexile for Different Reading Materials
- ACT Proficiency by Post-Graduation Plans
- Take Home Points

Neff and Conwell answered Trustees' questions.

Minutes

Trustees made no changes to the proposed minutes. Minutes of the Regular Board Meeting of 05-14-18 and Special Board Meeting of 05-18-18 were approved as presented.

CoSN Trusted Learning Environment Seal

Trustee Tague moved the Board of Trustees adopt the following resolution. Trustee Lusin seconded the motion. Motion carried 7-0.

WHEREAS: On April 20, 2018, the Consortium for School Networking (CoSN) awarded the national Trusted Learning Environment (TLE) Seal to the Bozeman School District; and

WHEREAS: Bozeman Public Schools Is First District in the State – and 16th Nationwide – to Receive CoSN's Trusted Learning Environment Seal; and

WHEREAS: CoSN is the premier professional association for school system technology leaders, representing over 13 million students in school districts nationwide and continues to grow as a powerful and influential voice in K-12 education; and

WHEREAS: The Bozeman School District received the Seal for demonstrating its commitment to protecting student data through modern, rigorous policies and practices; and

WHEREAS: The Seal is given to those Districts who demonstrate strong student data privacy practices in the following areas: Leadership, Business, Data Security, Professional Development and Classrooms;

THEREFORE: The Bozeman School District, Board of Trustees, Administration and Staff should be recognized and commended for their commitment to student data privacy, having been one of only 16 districts, nation-wide to receive the CoSN Trusted Learning Environment Seal.

Unified School Champion Award

Trustee Wilson moved the Board of Trustees adopt the following resolution. Trustee Reinhardt seconded the motion. Motion carried 7-0.

WHEREAS: Unified Champion Schools promotes social inclusion by bringing together young people with and without disabilities on sports teams (Special Olympics Unified Sports) through inclusive student clubs, together in school or community-wide initiatives, and by fostering youth leadership; and

WHEREAS: Special Olympics Unified Champion School awardees create climates of inclusion, acceptance, respect, and human dignity for all students with and without intellectual disabilities; and

WHEREAS: The Unified strategy is about unifying all students—with and without disabilities—using sports as a catalyst for social inclusion and attitude and behavioral change; and

WHEREAS: Bozeman High School has been selected as a Unified Champion School of the Year; and

WHEREAS: Unified Special Olympics Team and members of the Partners Club presented the award during Opening Ceremonies of Area Games on April 26, 2018;

THEREFORE: We recognize and honor Bozeman High School for this meaningful and noteworthy award.

SAT/AGATE Scholarships

Trustee Fischer moved the Board of Trustees adopt the following resolution. Trustee Neil seconded the motion. Motion carried 7-0.

WHEREAS: Over 100 Montana students in grades 7 and 8 took the SAT Challenge in December, 2017 or January, 2018; and

WHEREAS: Bozeman students won two of the nine SAT Challenge Scholarships; and

WHEREAS: Joseph Johns and Cael Koentopp were recognized as SAT Scholarship winners at the Montana Association for Gifted and Talented Educators (AGATE) Conference in April, 2018;

THEREFORE: Be it resolved that the Board of Trustees recognize and honor Joseph Johns and Cael Koentopp for receiving these awards.

2017-18 Girls' Track "AA" State Individual Champions

Trustee Neil moved the Board of Trustees adopt the following resolution. Trustee Reinhardt seconded the motion. Motion carried 7-0.

WHEREAS: On May 25 and 26 the 2017-18 Girls' Track Team competed in the State "AA" Track Championship in Great Falls; and

WHEREAS: The Girls' Track Team finished in 2nd place overall; and

WHEREAS: Individual State Champions were:
Delaney Bahn - Long Jump with a jump of 18-10.50
Camila Noe - 3200M with a time of 10:30.29

THEREFORE: Be it resolved that the Board of Trustees recognize and honor the 2017-18 Girls' Track Individual State Champions.

2017-18 Boys' Track "AA" State Individual Champions

Trustee Reinhardt moved the Board of Trustees adopt the following resolution. Trustee Fischer seconded the motion. Motion carried 7-0.

WHEREAS: On May 25 and 26 the 2017-18 Boys' Track Team competed in the State "AA" Track Championship in Great Falls; and

WHEREAS: The Boys' Track Team finished in 3rd place overall; and

WHEREAS: Individual State Champions were:
Duncan Hamilton - 1600M with a time of 4:13.55
Latrell McCutcheon - Long Jump with a jump of 22-06.50

THEREFORE: Be it resolved that the Board of Trustees recognize and honor the 2017-18 Boys' Track Individual State Champions.

2018 "AA" Boys' Tennis All-State Individuals

Trustee Lusin moved the Board of Trustees adopt the following resolution. Trustee Tage seconded the motion. Motion carried 7-0.

WHEREAS: The Boys' Tennis Team took 2nd place at the State "AA" Tennis Tournament held in Kalispell on May 17-18, 2018; and

WHEREAS: Earning All-State honors by finishing in the top 4 at State were:
Andrija Martinovic – 1st Place Doubles
Jackson Pedersen – 1st Place Doubles

THEREFORE: Be it resolved that the Board of Trustees recognize and honor the 2018 Boys' State "AA" Tennis All-State individuals.

2018 "AA" Girls' Tennis State Championship and All-State Individuals

Trustee Lusin moved the Board of Trustees adopt the following resolution. Trustee Neil seconded the motion. Motion carried 7-0.

WHEREAS: The Girls' Tennis Team tied for 1st place at the State "AA" Tennis Tournament held in Kalispell on May 17-18, 2018; and

WHEREAS: This is the Girls' Team 7th consecutive State "AA" Championship title; and

WHEREAS: State Team members included Alexandra Hathaway, Annika Linkenbach, Bree Luther, Rosemarie Mokwa, Violet Newhouse, Heather Sikoski, Laurel Ward and Elika Zilis.

Earning All-State honors by finishing in the top 4 at State were:
Heather Sikoski – 1st Place Singles
Annika Linkenbach – 4th Place Doubles
Laurel Ward – 4th Place Doubles

THEREFORE: Be it resolved that the Board of Trustees recognize and honor the 2018 Girls' State "AA" Tennis State Championship Team and All-State individuals.

Trustee Lusin pulled item #24, High School #2 – Approval of Special Inspections and Testing Services, inserting it after item #109.

Consent Agenda – High School and Both Districts

Trustee Tage moved that the Board of Trustees approve items #53, 55, 57, 60, 76, 77, 79, 82, 84, 89 and 92. Trustee Fischer seconded the motion. Motion carried 7-0.

53. Approve Appointment of Four Foundation Board Members

55. Revised Policy #2163, Traffic Education, 2nd Reading

57. Revised Policy #6143, Leadership Compensation Plan, 2nd Reading

60. Uniform Guidance – District Policies Related to Federal Grant Management – 2nd Reading

76. K-12 Primary/Core Resources Adoption

77. Professional Development/Learning Plan Approval

79. Curriculum Review Cycle

82. Approval of Technology Equipment Purchase

84. Personnel Actions (attached)

89. Financial Approvals and Fund Balance Assignment and Commitments

92. Financial Reports, Warrant Approval, Donations

The warrants are kept as part of the official minutes in a separate book in the Business Office

Superintendent's Report

Superintendent Watson's report included:

- Thanked the Board of Trustees for their attendance and involvement in the end of the year activities
- Special Board Meeting June 20, 2018 at 12:00 p.m.
- July Board Meeting has been moved to July 16, 2018

Deputy Superintendent Steve Johnson proposed a Special Board Meeting for June 28, 2018 at 12:00 p.m.

Board of Trustees

Trustee Lusin reported on MTSBA Delegate Assembly and the Resolution presented by Bozeman. Trustees Fischer and Wilson also attended. Trustee Fischer commented on how impressed he was with Trustee Lusin, how well he presented and how well he was received by the other delegates.

Trustee Lusin acknowledged those parents who drafted and signed the "parent letter".

Public Participation on Non-Agenda Items

None

High School #2 – Collaborative for High Performance Schools Certification (CHPS) Update

Todd Swinehart introduced this item stating Bob Franzen, CTA Architects Engineers, will provide an update and analysis on the green building rating system for High School #2.

Bob Franzen, CTA Architects Engineers, gave a presentation on Collaborative For High Performance Schools Certification (CHPS) which included:

- Bozeman High School #2 – CHPS
- CHPS Certification Levels
- CHPS Scorecard – Credit Categories
 - Integration and Innovation
 - Indoor Environmental Quality
 - Energy
 - Water
 - Sites
 - Materials and Waste Management
 - Operations & Metrics
- Current CHPS Scorecard

Swinehart and Franzen answered Trustees' questions.

24. High School #2 – Approval of Special Inspections and Testing Services

Trustee Lusin had questions concerning language in the agreement and what is covered by the \$227,174.00 amount.

Director of Facilities Todd Swinehart answered the questions explaining the scope of the services includes inspection and testing services for the following:

- Structural steel welding and fasteners.
- Structural concrete construction formwork and steel reinforcing.
- Structural concrete materials.
- Masonry construction inspection.
- Soils and imported materials compaction.
- Site asphalt surfacing including the running track and tennis courts.
- Sprayed fire-resistant materials.

Trustee Lusin moved the Board of Trustees authorize administration to enter into an agreement for special testing and inspection services for the High School #2 Project with TD&H Engineering for the amount of \$226,174.00. Trustee Tague seconded the motion. Motion carried 7-0.

Update: High School Transition Committee

Superintendent Rob Watson gave a brief update on the High School Transition Committee.

Watson's report covered:

- Responsibilities of the Transition Committee
 1. Grade Levels Split
 2. Attendance Area
 3. School Culture – School Name, School Colors and Mascot
- Transition Committee Decision Process
- Committee Membership
- Meetings and Timeline

Adjourned at 8:02 pm

**Bozeman Public Schools
Human Resources**

June 11, 2018

REQUIRES BOARD ACTION

Confirmation of Employment (Certified)

Name	Position	Level/Step	Effective	Salary
Amende, Jessica	Core Teacher, 1.0 FTE, SMS	BA, Step 1	8/20/2018	\$40,375.00
Baxter, Jessica	Science Teacher - .60 FTE, BHS	BA, Step 1	8/20/2018	\$24,225.00
Bohannon, Ginger	Core Teacher, 1.0 FTE, CJMS	BA(M)+105, Step 5	8/20/2018	\$59,351.00
Boyle, Robert	Math Teacher, 1.0 FTE, BHS	BA, Step 1	8/20/2018	\$40,375.00
Budt, Sara	SPED Teacher, 1.0 FTE, BHS	BA(M)+45, Step 3	8/21/2018	\$50,227.00
Chapman, Bradi	Elementary Teacher, 1.0 FTE, EMDI	BA, Step 1	8/20/2018	\$40,375.00
Chilton, Ashley	Math Teacher, 1.0 FTE, BHS	BA(M)+45, Step 6	8/21/2018	\$54,062.00
Coffin, Morgan	Social Studies, .60 FTE, BHS	BA, Step 1	8/20/2018	\$24,225.00
Croteau, Jeri	Art Teacher, .5436 FTE, CJMS	BA, Step 2	8/20/2018	\$22,650.00
Curey, Colter	Art Teacher, .60 FTE, BHS	BA, Step 2	8/21/2018	\$25,000.00
Ely, Sierra	Kindergarten Teacher, 1.0 FTE, EMDI	BA, Step 3	8/21/2018	\$42,919.00
Grant, Erin	Kindergarten Teacher, 1.0 FTE, EMDI	BA, Step 5	8/20/2018	\$45,462.00
Greene, Alexandra	English Teacher, 1.0 FTE, BHS	BA+15, Step 2	8/21/2018	\$43,282.00
Hayhurst, Chloe	Kindergarten Teacher, 1.0 FTE, HYL T	BA, Step 2	8/21/2018	\$41,667.00
Humberger, Logan	Math Teacher, 1.0 FTE, BHS	BA, Step 1	8/20/2018	\$40,375.00
Lester, Heidi	Early Learning Instructional Specialist, .50 FTE HYL T, .50 FTE, WHIT	BA(M)+45, Step 3	8/20/2018	\$50,227.00
Lillrose, Laura	Elementary Teacher, 1.0 FTE, HAWT	BA(M)+45, Step 6	8/21/2018	\$54,062.00
Marks, Kail	Elementary Teacher, 1.0 FTE, HAWT	BA, Step 6	8/22/2018	\$46,754.00
McGearty-Anderson, Kayla	English Teacher, .60 FTE, BHS	BA, Step 2	8/20/2018	\$25,000.00
Miesch, Kelly	Elementary Teacher, 1.0 FTE, MDL K	BA(M)+45, Step 7	8/22/2018	\$55,354.00
Moller, Danielle	Elementary Teacher, 1.0 FTE, MOST	BA+15, Step 4	8/21/2018	\$45,826.00
O'Brien, Collin	Core Teacher, 1.0 FTE, SMS	BA(M)+45, Step 3	8/20/2018	\$50,227.00
Poeschl, Carl	T&I Teacher, 1.0 FTE, BHS	BA, Step 3	8/21/2018	\$42,919.00
Powell, Rebecca	Elementary Teacher, 1.0 FTE, MDL K	BA+15, Step 6	8/22/2018	\$48,369.00
Rooney, Tim	Art Teacher, 1.0 FTE, SMS	BA, Step 1	8/20/2018	\$40,375.00
Thatcher, Dan	Core Teacher, 1.0 FTE, CJMS	BA, Step 2	8/20/2018	\$41,667.00
Wright, Shawna	Science Teacher - 1.0 FTE, BHS	BA(M)+60, Step 2	8/21/2018	\$50,590.00
Zuzulock, Tom	Core Teacher, 1.0 FTE, CJMS	BA+75, Step 6	8/22/2018	\$54,910.00

Confirmation of Request for Leave of Absence (Certified)

Name	Position	Reason	Effective Dates
Michalcik, Irena	Music Teacher, 1.0 FTE, SMS	LOA	8/22/18 - 11/20/18
Rice, Nina	School Psychologist, 1.0 FTE, MDL K	Intermittent FMLA	9/17/18 - 4/26/18

Confirmation of Request for Leave of Absence (Classified)

Name	Position	Reason	Effective Dates
Heinrich, Randy	Custodian, 1.0 FTE, BHS	Medical LOA	6/4/18 - 6/30/18
Monastiere, Joanne	Elementary PARA, 1.0 FTE, HYL T	FMLA	5/8/18 - 6/7/18

Confirmation of Resignations/Terminations (Certified)

Name	Position	Reason	Effective	Years of Service
Allred, Charolotte	SPED Teacher, 1.0 FTE, BA(M)+60, Step 4, \$52,348, GGDTC	Resignation	6/8/2018	2
Bothamley, Devon	Health Enhancement Teacher, .20 FTE, SMS, .20 FTE CJMS, .20 FTE, GGDTC, BA, Step 1, \$23,866.80	Resignation	6/8/2018	1
Charron, Richard	Art Teacher, 1.0 FTE, BA+45, Step 18, \$57,161	Retirement	6/8/2018	31

**Bozeman Public Schools
Human Resources**

June 11, 2018

REQUIRES BOARD ACTION (con't)

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

Name	Position	Reason	Effective	Years of Service
Donahue, Casey	Business Ed Teacher, 1.0 FTE, BA, Step 3, \$42,284	Resignation	6/8/2018	1
Hagemeister, Joseph	Curriculum/Technology Specialist, 1.0 FTE, BA(M)+105, Step 7, \$60,980	Resignation	6/8/2018	3
Mleko, Michael	Music Teacher, 1.0 FTE, BA, Step 3, \$42,284, MOST	Resignation	6/8/2018	3
Spafford, Ashley	Behavior Support Specialist, .50 FTE LONG, .50 FTE, WHIT, BA(M)+60, Step 5, \$53,621	Resignation	6/8/2018	1
Uzzelle, Bridget	TOSA K-8 Math/ELA Teacher, .50 FTE, BA(M)+105, Step 6, \$29,873.50, CURR	Resignation	6/8/2018	2

Confirmation of Resignations/Terminations (Professional)

Name	Position	Reason	Effective	Years of Service
Wagner, Rachel	Student Assistance Specialist, 1.0 FTE, Non Unit, \$34,902, SafeTI	Resignation	6/8/2018	1.3

Confirmation of Resignations/Terminations (Classified)

Name	Position	Reason	Effective	Years of Service
Bitterman, Emily	Self Contained PARA, .875 FTE, D03, \$12.78/hr., SPED, 9.25 mos.	Resignation	6/7/2018	1.1
Butcher, Sierra	Before/Afterschool Program Director, .8062 FTE, Non Unit, \$16.00/hr., EMDI, 9.5 mos.	Resignation	6/8/2018	4
Castillo, Yuvisela	Self Contained PARA, .875 FTE, D02, \$12.54/hr., GGDTC, 9.25 mos.	Resignation	6/7/2018	5 mos.
Detzi, Laurie	Overflow PARA, .550 FTE, Non Unit, \$11.25/hr., WHIT, 9.25 mos.	Resignation	5/14/2018	7.5 mos.
Hoyt, Jill	Elementary PARA, .975 FTE, B05, \$11.77/hr., MDLK, 9.25 mos.	Resignation	5/16/2018	8 mos.
Hornby, Emma	Before/Afterschool PARA, .300 FTE, B02, \$11.11/hr., WHIT, 9.25 mos.	Resignation	5/4/2018	2
Menig, Kaitlyn	Non Instructional PARA, .125 FTE, B02, \$11.11/hr., Self Contained PARA, .875 FTE, D02, \$12.54/hr., SMS, 9.25 mos.	Resignation	6/7/2018	1.4
Neibauer, Carol	Cashier, .3125 FTE, FB5, \$11.77/hr., IRVG, 9.25 mos.	Resignation	5/31/2018	9 mos.
Pace, Karen	Elementary PARA, .875 FTE, B01, \$10.90/hr., HYLTL, 9.25 mos.	Resignation	6/7/2018	5 mos.
Reichert, Tammy	Elementary PARA, .7063 FTE, B05, \$11.77/hr., Overflow PARA, non unit, \$11.25/hr., Self Contained PARA, .1437 FTE, D05, \$13.28/hr., MOST, 9.25 mos.	Resignation	6/7/2018	8 mos.
Sivonen, Rhonda	Cook III, 1.0 FTE, FD2, \$12.26/hr., BHS, 9.25 mos.	Resignation	6/7/2018	5 mos.
Smotherman, Mickey	Self Contained PARA, .5313 FTE, D01, \$12.30/hr., EMDI, 9.25 mos.	Resignation	6/7/2018	5 mos.

**Bozeman Public Schools
Human Resources**

June 11, 2018

REQUIRES BOARD ACTION (con't)

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

Name	Position	Reason	Effective	Years of Service
Sweeney, Rebecca	Self Contained PARA, .875 FTE, D01, \$12.30/hr., CJMS, 9.25 mos.	Resignation	6/1/2018	7 mos.
Todd, Emilee	ISS PARA, .0938 FTE, B02, \$11.11/hr., Self Contained PARA, .875 FTE, D02, \$12.54/hr., SMS, 9.25 mos.	Resignation	6/8/2018	1.4
Vanorden, Jessica	Elementary PARA, .8438 FTE, B01, \$10.90/hr., HYL T, 9.25 mos.	Resignation	6/7/2018	7 mos.

REPORT OF ADMINISTRATIVE ACTIONS

Changes and Revisions in Contracts (Certified)

Name	From	To	Effective	Reason
Farrell, Erin	Elementary Teacher, 1.0 FTE, BA, Step 8, \$46,063, EMDI	Gifted & Talented Teacher .70 FTE, BA, Step 9, 32,727.80, ASPT	8/22/2018	Internal Transfer
Hayden, Kelly	Elementary Teacher, 1.0 FTE, BA(M)+105, Step 8, \$58,344, HAWT	Core Teacher, 1.0 FTE, BA(M)+105, Step 9, \$64,439, SMS	8/22/2018	Internal Transfer (on LOA for 2 yrs.)
Higgins, Michelle	Elementary Teacher, 1.0 FTE, BA+45, Step 8, \$48,927, IRVG,	Librarian, 1.0 FTE, BA+45, Step 9, \$55,475, HAWT	8/22/2018	Internal Transfer
Hilton-Taylor, Eleanora	School Psychologist, 1.0 FTE, BA(M)+105, Step 8, \$62,253, HYL T	School Psychologist, .60 FTE, BA(M)+105, Step 9, \$38,663.40, HYLT	8/22/2018	Decrease in FTE/Hrs.
Jesness, Renee	Librarian, .50 FTE, MDLK, .25 FTE, MOST, .25 FTE, EMDI, BA(M)+105, Step 9, \$63,486	Librarian, 1.0 FTE, BA(M)+105, Step 10, \$65,731, MOST	8/22/2017	Internal Transfer
McGeehan, Katie	Elementary Teacher, 1.0 FTE, BA(M)+105, Step 10, \$64,759, HYL T	Elementary Teacher, 1.0 FTE, BA(M)+105, Step 11, \$66,982, LONG	8/22/2018	Internal Transfer
Schultz, Jessica	Elementary Teacher, 1.0 FTE, BA+45, Step 5, \$49,643, IRVG	Librarian, .50 FTE EMDI, .50 FTE, MDLK, BA+45, Step 6, \$54,062	8/22/2018	Internal Transfer
Tyrrell, Frannie	SPED Teacher, 1.0 FTE, BA, Step 4, \$43,557, GGDT C	SPED Teacher, 1.0 FTE, BA, Step 5, \$45,462, SMS	8/22/2018	Internal Transfer

Changes and Revisions in Contracts (Classified)

Name	From	To	Effective	Reason
Banville, Kathryn	Satellite Hostess I, .5625 FTE, MOST, .250 FTE SUPT SVCS, FC11, \$14.25/hr., 9.25 mos.	Satellite Hostess I, .5625 FTE, FC11, \$14.25/hr., MOST, 9.25 mos.	4/27/2018	End of Temporary Assignment
Brubaker, Bailey	Self Contained PARA, .0875 FTE, D01, \$12.30/hr., WHIT, 9 mos.	Same	5/31/2018	Correction to Assignment End Date
Pascale, Stephanie	PreK PARA, .4875 FTE, D01, \$12.30/hr., HYLT, 9 mos.	Same	5/31/2018	Correction to Assignment End Date

Stipends -Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Herman, Eli	Soccer - Boys - Asst. - BHS (2/3 of 4)	\$1,968.00	4	8/9/17 - 11/20/17
Pleas, Cody	Intramural Floor Hockey - WILL (.5)	\$322.00	7	4/2/18 - 5/10/18

**Bozeman Public Schools
Human Resources**

June 11, 2018

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Waldo, Danny	Intramural Floor Hockey - HYL (Longevity)	\$690.56	7	4/2/18 - 5/10/18

Stipends - Not Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Clark, Lacy	17-18 Worker's Comp Mod Factor for Improvement of 1.04 - 1.05	\$1,000.00		2017-2018
Doe-Stephens, Aimee	Math STREAM Grant year 6 - Linear Relationships	\$750.00		3/19/18 - 4/8/18
Ehresmann, Cheryl	Math STREAM Grant year 6 - Math Practices K-8	\$750.00		3/19/18 - 4/8/18
Guttormson, Maggie	Math STREAM Grant year 6 - Algebraic Thinking 6-7	\$750.00		3/19/18 - 4/8/18
Kelly, Shawna Radar	National Board Certification - Psychologist	\$2,000.00		2017-2018
Nelson, Ryan	MT Digital Academy - Sports Officiating - Spring 2018 - Section 3	\$2,928.10		Spring 2018

BOARD MEETING, BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7 AND HIGH SCHOOL DISTRICT

Open Session

DATE: June 20, 2018

TIME: 12:00 p.m.

PLACE: Willson Board Room

MEMBERS

PRESENT: Andy Willett, Chair
Sandy Wilson, Vice Chair
Heide Arneson
Douglas Fischer
Gary Lusin
Greg Neil
Tanya Reinhardt
Wendy Tage

MEMBERS

ABSENT: None

STAFF

PRESENT: Robert Watson, Superintendent
Steve Johnson, Deputy Superintendent Operations
Marilyn King, Deputy Superintendent Instruction
Pat Strauss, Director of Human Resources
Mike Waterman, Director of Business Services/District Clerk
Todd Swinehart, Director of Facilities
Nancy Brady, Secretary

OTHERS

PRESENT: Kevin Conwell, BHS Principal
Tami Phillippi, BEA Representative

MEDIA: Gail Schontzler, Bozeman Chronicle

VISITORS: Approximately 8

Call to Order

The meeting was called to order at 12:00 p.m. by Chair Willett. Following the Roll Call and the Pledge of Allegiance, Willett welcomed visitors and explained the purpose of the meeting and procedures to be followed.

Consent Agenda – Both Districts

Trustee Fischer moved that the Board of Trustees approve items #1 and 2. Trustee Neil seconded the motion. Motion carried 8-0.

1. Solid Waste and Recycling Disposal Bid Approval

2. Personnel Actions (attached)

Board of Trustees

None

Public Participation on Non-Agenda Items

None

High School #2 – Approval of GC/CM Contract Amendment, Bid Package #3

Director of Facilities Todd Swinehart and Roger Davis, CTA Architects Engineers, presented this item.

Roger Davis gave an overview of Bid Package #3 and the Bid Results Summary. The Bid Package #3 includes the following alternatives:

- Playing Field Permanent Fence
- Service Yard Fence Option 2
- Operable Windows in Classrooms
- Mechanical Penthouse - Region H
- Mechanical Penthouse - Region F/G
- Coffee/Cafe Kitchen Equipment and Casework
- Athletics Field Comfort Station
- Solid Surface Countertops Rm. B167 (ProStart Kitchen)
- Corner Guard Wall Protection
- Upgraded Plastic Laminate Countertops
- Upgraded Theatrical Lighting Controls & Equipment
- Upgraded Floor Finishes in Rooms A100 & A200
- Overview of BP 3 Bid Results Summary

The Project Construction Total is: \$76,280,662.77

Davis and Swinehart answered Trustees' questions.

Public comments were made by Jeff Keller who made suggestions on Board/District practices and procurements and read a statement regarding this issue. Keller suggested possible changes to District practices and offered to meet with the Board and Administration.

Trustee Lusin moved the Board of Trustees authorize administration to enter into an agreement to amend the GC/CM services contract for Bid Package #3 - Construction Services Guaranteed Maximum Price for the High School #2 project with Langlas & Associates to \$78,711,680 (Bid Package #1 - \$14,251,316 plus Bid Package #2 - \$27,281,392 plus Bid Package #3 - \$37,178,972). Trustee Tague seconded the motion. Motion carried 8-0.

Meeting adjourned at 2:45 p.m.

Andy Willett, Board Chair

Mike Waterman, District Clerk

BOARD MEETING, BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7 AND HIGH SCHOOL DISTRICT

Open Session

DATE: June 28, 2018

TIME: 12:00 p.m.

PLACE: Willson Board Room

MEMBERS

PRESENT: Sandy Wilson, Vice Chair
Heide Arneson
Douglas Fischer
Gary Lusin
Greg Neil
Tanya Reinhardt
Wendy Tage

MEMBERS

ABSENT: Andy Willett, Chair

STAFF

PRESENT: Robert Watson, Superintendent
Steve Johnson, Deputy Superintendent Operations
Pat Strauss, Director of Human Resources
Mike Waterman, Director of Business Services/District Clerk
Todd Swinehart, Director of Facilities
Nancy Brady, Secretary

OTHERS

PRESENT: Kevin Conwell, BHS Principal
Jerry Reisig, Athletic Director

MEDIA: Melissa Loveridge, Bozeman Chronicle

VISITORS: Approximately 3

Call to Order

The meeting was called to order at 12:00 p.m. by Vice Chair Wilson. Following the Roll Call and the Pledge of Allegiance, Wilson welcomed visitors and explained the purpose of the meeting and procedures to be followed.

Board of Trustees

Trustee Fischer asked for further discussion on the exemptions on the 2nd High School the District is requesting from the City.

Superintendent Watson explained the process so far.

Public Participation on Non-Agenda Items

None

Van Winkle Stadium – Accept Early Work Amendment #1 and Rejection of Bid Package #1

Director of Facilities Todd Swinehart introduced this item and explained the bidding process and the reasons for the recommendation to accept Early Work Amendments #1, which provides guaranteed pricing for both the synthetic field turf along with the bleacher systems, and reject the current bids and re-bid the project at a later time. With the proposed revised schedule, the District will strive for a completion date of Fall 2019, which is consistent with the current schedule. Greg Hebner, Jackson Contractor Group, Inc., and Jeff Lusin, NE45 Architecture, LLC., were present to answer Trustees' questions.

Trustee Tage moved the Board of Trustees accept Early Work Amendment #1, allow administration to amend the contract with Jackson Contractors, Inc., and reject Bid Package #1 for the renovation of Van Winkle Stadium and internal roads and parking lot construction at BHS. Trustee Neil seconded the motion. Motion carried 7-0.

Jeff Lusin provided an overview of the project master plan and covered the exemptions the District is asking the City for Van Winkle Stadium Project. Deputy Superintendent Steve Johnson explained the reasons for the exemptions.

Trustees commented on and asked questions regarding the exemptions.

Exercise Option for Purchase of the Baxter Lane Sites and Approve Buy-Sell Agreements

Steve Johnson, Deputy Superintendent Operations, introduced this item, explained the reasons for the recommendation and the process and work that has been done to date.

Trustee Reinhardt moved the Board of Trustees exercise the Option Agreements for the Baxter Lane Site and authorize administration to approve the Buy-Sell Agreements with Bob and Ron Brekke and Drummond Family Enterprises, LLP. Trustee Lusin seconded the motion. Motion carried 6-0.

Revised Policy #3330, Extra-Curriculum Chemical Use Policy, 1st Reading

Superintendent Rob Watson introduced this item, explained the proposed changes to #3330 are to clarify language and are in line with current practices.

Jerry Reisig, Athletic Director, and Kevin Conwell, BHS Principal, were present to answer Trustees' questions.

These policies will be brought back for second reading and approval at the August 13, 2018 meeting. No official action was taken.

Meeting adjourned at 1:12 p.m.

Sandra Wilson, Acting Board Chair

Mike Waterman, District Clerk

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

TITLE: MONTANA SCHOOL BUSINESS OFFICIAL OF THE YEAR

CATEGORY: RECOGNITION AND AWARDS

ORIGINATED BY: Steve Johnson, Deputy Superintendent Operations

PRESENTED BY: Steve Johnson, Deputy Superintendent Operations

OTHERS INVOLVED: Mike Waterman, Director of Business Services

DATA EXPANSION: Article from MASBO News Letter

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District RECOGNITION
Effective July 16, 2018

SUPERINTENDENT'S RECOMMENDATION:

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

WHEREAS: The Montana Association of School Business Officials (MASBO) awards a Montana School Business Official of the Year; and

WHEREAS: The attainment of this award represents a significant accomplishment by the recipient; and

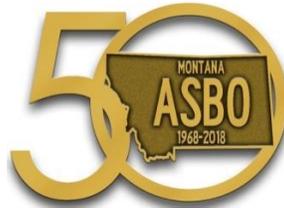
WHEREAS: Mike Waterman has been an active member of MASBO for 16 years and currently serves as the Director of Business Service for Bozeman School District; and

WHEREAS: Mike Waterman received the Montana School Business Official of the Year award at the 2018 MASBO Summer Conference; and

THEREFORE: Be it resolved that the Board of Trustees recognize and honor Mike Waterman for receipt of this award and for his contributions to School Business management.

MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS JUNE 2018

MASBO is dedicated to training and supporting the people responsible for business operations in Montana schools. Our goal is to enable members to manage the business in order to support education for Montana children.



MASBO Staff

Denise Williams, Executive Director
406-461-3659 or dwilliams@masbo.com

Marie Roach, Administrative Assistant
406-461-8804 or mroach@masbo.com

MIKE WATERMAN NAMED 2018 OUTSTANDING SCHOOL BUSINESS OFFICIAL

Mike Waterman has been a business official and MASBO member for 16 years. Currently the Director of Business Services for Bozeman Schools, he's also worked at Lewistown Schools, Trinity Elementary and the Office of Public Instruction. He served on the MASBO Executive Board from 2008 - 2013 and earned his Montana Certified Business Official (MCSBO) designation in 2008. He's a past member of the Certification and Elections Committees and helped with New Clerk training during his tenure at OPI. He is the lead trainer for MASBO's Budget workshops and is a regular presenter at Spring Regionals, Veteran Clerks, annual Summer Conference and MCEL.



At the district level, Mike has conducted several successful General, Technology, Building Reserve, local bond, QZAB bond and land acquisition elections, achieved clean audits, led software conversion projects, participated in successful labor negotiations and earned the ASBO International Meritorious Budget Award for FY2016 - FY2018. He streamlined procedures in two districts, reducing business office FTE which allowed more money to be spent in the classroom. He has testified at several legislative hearings on issues important to his school district. He has participated in consensus groups and given numerous presentations to Bozeman and Lewistown community groups regarding annual ballot initiatives. Volunteer efforts include Speech and Debate judge, AA and B State Track Meet volunteer, Rotary Club member, Meals on Wheels and many more. He has served on several professional and community-based boards.

Many would agree that Mike's greatest contribution to his profession is his passion for sharing his knowledge and expertise with his fellow clerk/business managers, superintendents, trustees and community. School finance and budgeting, computer skills, bonds and capital project financing, succession planning, special education funding, taxable valuation, legislative changes and data analysis are just a few of the topics he's covered. He unofficially mentors numerous clerk/business managers around the state. He believes his efforts to train new clerks and superintendents contributes to their ability to be reliable, credible experts in their districts.

Here are some noteworthy comments from Mike's peers:

- ★ *"At the forefront of all training sessions he reminds his audience that the purpose of schools is to educate children, never losing sight of that goal and making sure that others do not as well."*
- ★ *"Mike offers a helping hand to anyone, old or new to school business, that has a question about school finance."*
- ★ *"Anywhere a person should happen to go, Mike is well-known and respected."*
- ★ *"Mike is a natural leader, has a tremendous work ethic, and his knowledge of school finance is second to none."*

CONGRATULATIONS, MIKE!

The Outstanding School Business Official Award recognizes the indispensable role school business officials have in educating children. A nomination means your colleagues believe you are committed to the students, staff, taxpayers and members of your community, and also for your contribution to MASBO. Congratulations to the following individuals who were nominated for the 2018 award!

Jane Knudsen, Malta

Judi Ward, Harrison

Mike Waterman, Bozeman

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: 2017-18 SUPERINTENDENT OF THE YEAR – 4 RIVERS REGION

CATEGORY: RECOGNITION AND AWARDS

ORIGINATED BY: Andy Willett, Board Chair

PRESENTED BY: Andy Willett, Board Chair

OTHERS INVOLVED: Robert Watson, Superintendent

DATA EXPANSION: None

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District RECOGNITION
Effective July 16, 2018

SUPERINTENDENT’S RECOMMENDATION:

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

- WHEREAS: The Montana Association of School Superintendents (MASS) is an affiliate of the School Administrators of Montana (SAM); and
- WHEREAS: MASS is divided into nine regions; and
- WHEREAS: Members of each of the nine MASS regions selects a Regional Superintendent of the Year and those candidates are then in contention for the Montana Superintendent of the Year Award; and
- WHEREAS: Rob Watson was selected the 2017-18 Regional Superintendent of the year for the 4 Rivers Region;
- THEREFORE: Be it resolved that the Board of Trustees recognize and honor Rob Watson for receipt of this honor by his peers.

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
	Motion							
	Second							
	Ayes							
	Nays							
	Abstain							

TITLE: NORTHWESTERN ENERGY
REVISED UNDERGROUND GAS LINE
EASEMENT – STUCKY AND
COTTONWOOD SITE

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Todd Swinehart, Director of Facilities

OTHERS INVOLVED: Steve Johnson, Deputy Superintendent Operations

DATA EXPANSION: Northwestern Energy Easements

COST/FUND SOURCE: \$28,800 Building Fund

IMPLEMENTATION

ACTION: High School District ACTION
Effective July 16, 2018

ISSUE:

Shall the Board of Trustees approve the Revised Underground Gas Line Easement with NorthWestern Energy for the purpose of constructing an underground natural gas line?

FACTS:

1. MCA 20-6-602 indicates the trustees of any district shall have the power and the responsibility to hold in trust all real and personal property of the district for the benefit of the schools and children of the district.
2. The board approved an easement for the acquisition of right-of-way for the addition of the Montana Department of Transportation roundabout project on August 14, 2017.
3. The original gas line easement was approved by the board on October 9, 2017.
4. An additional Overhead Powerline Easement Modification was approved by the board on April 19, 2018.

SUPERINTENDENT’S RECOMMENDATION:

It is recommended to approve the Revised Underground Gas Line Easement with NorthWestern Energy for the purpose of constructing an underground natural gas line.

OTHER ALTERNATIVES:

1. Do not approve.

DISCUSSION:

The revised Easement is being requested to facilitate the construction of an underground natural gas line for this unincorporated area of Bozeman for the purpose of increasing capacity and available pressure. The proposed pipeline will be a 12-inch diameter gas main that will be located within an additional 20-foot wide easement. The previous easement was provided in conjunction with the development of the Montana Department of Transportation roundabout at Cottonwood and Stucky. Upon further design analysis, it was deemed that the provided area was

insufficient for the proposed pipeline alignment. The revised easement will accommodate the necessary design to support the design and construction efforts.

The following are the easement valuations that have been agreed to for this property:

1. MDT Right of Way and Ditch Easement - \$65,650.00
2. Original NorthWestern Gas Line Easement - \$5,070.00
3. NorthWestern Energy Overhead Powerline Easement - \$0.00
4. Revised NorthWestern Gas Line Easement - \$28,800.00

After Recording, Return To:
NorthWestern Energy
Lands & Permitting Dept.
11 East Park St.
Butte, MT 59701

EASEMENT MODIFICATION AGREEMENT

This Easement Modification Agreement (“Agreement”), dated the ____ day of _____, 2018, is made and entered into by and between **NorthWestern Corporation, d/b/a NorthWestern Energy, a Delaware corporation**, of 11 East Park St., Butte, Montana 59701 (“NorthWestern”), and **Bozeman High School District No. 7**, of P.O. Box 520, Bozeman, MT 59771-0520 (“Owner”), and provides as follows:

Recitals

1. Owner is the owner of certain real property, located in Gallatin County, Montana, which is described as follows:

Lot 1A and Road Tract A1 of Minor Subdivision No. 181A, being the Amended Subdivision Plat of Minor Subdivision No. 181, located in the NW¹/₄ of Section 22, Township 2 South, Range 5 East, P.M.M., Gallatin County, Montana, according to the official plat thereof on file and of record in the office of the County Clerk and Recorder of Gallatin County, Montana.

(the “Real Property”)
2. NorthWestern is the holder of a Pipeline Easement for a natural gas pipeline, affecting the Real Property, dated November 2, 2017, and recorded on November 13, 2017 as Document No. 2598343, in the records of the Gallatin County Clerk and Recorder (the “Easement”).
3. NorthWestern desires to relocate the Easement for the natural gas pipeline from its present location on the Real Property to a new location on the Real Property, subject to the terms and conditions of this Agreement.

Agreement

Now therefore, for and in consideration of the sum of \$1.00, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, NorthWestern and Owner agree as follows:

1. Relocation of Pipeline. The Easement for the pipeline to be relocated, including both the existing location to be abandoned (the “Abandoned Easement”) and the new location where the pipeline will be built (the “Relocated Easement”), are depicted on the attached Exhibit “A”.
2. Release of Easement. Effective immediately at the time this Agreement is filed of record in the Gallatin County Clerk and Recorder’s records, NorthWestern shall be deemed to release, remise and quitclaim, without warranty of any kind, the Easement located upon

the Real Property and depicted on Exhibit "A" as "Abandoned Easement". Nothing herein shall be deemed to release or in any way affect any other easement which may benefit NorthWestern, other than the Easement as expressly identified herein, and then solely as is described herein. Further, nothing herein shall affect the Easement in the event it should burden lands other than the Real Property.

3. Grant of Easement. Owner hereby grants unto NorthWestern, for its benefit, and that of its successors, assigns and permittees, a perpetual, non-exclusive easement twenty (20) feet in width, upon which to construct, operate, maintain, replace, upgrade and remove a natural gas pipeline, and necessary appurtenances, over, under, along and across the Real Property, which is depicted on the attached Exhibit "A" as "Relocated Easement", together with reasonable right of access to and from the easement area over lands of the Owner using existing roads and trails where practicable; the right to use and keep the easement area free and clear of any and all obstructions or structures, except fences; and the right to clear and remove all timber, brush, or vegetation from the easement area that may in Grantee's opinion endanger the pipeline, or necessary appurtenances. Owner reserves all right to utilize its Real Property provided such use does not unreasonably interfere with the easement granted herein. NorthWestern may temporarily use an additional twenty (20) feet of workspace adjacent to the easement during the pipeline construction.
4. Reclamation. NorthWestern shall at its own cost and expense and within a reasonable amount of time following initial construction of the pipeline and any subsequent maintenance or repairs to the pipeline, replace or repair all roads, drainage, fences, and other property damaged by the construction, maintenance or repairs to substantially the same condition as existed prior to such work.
5. Termination of Easement. Abandonment, extinguishment and release of the Easement, or portions thereof, shall occur if NorthWestern intentionally and voluntarily ceases to operate or maintain the pipeline, or a portion thereof, for a period of more than three (3) years. Upon any such abandonment NorthWestern shall provide Owner with prompt notice of the abandonment and shall release, remise and quitclaim, without warranty of any kind, the portion of the Easement so abandoned and shall execute, deliver and file such additional documents and instruments, including a quitclaim deed conveying to Owner NorthWestern's right, title and interest in and to the portion of the Easement so abandoned at NorthWestern's expense, as may be necessary to release and extinguish such portion of the Easement from the Real Property.
6. Indemnification. NorthWestern agrees to indemnify and save Owner harmless from any claims or demands for injury, loss or damage to any person, entity or property resulting from NorthWestern's, its contractor's, and subcontractor's, use of the easement granted herein for the construction, operation, maintenance or repair to the pipeline and any appurtenances.
7. Modifications. This Agreement supersedes all prior discussions and agreements between the parties with respect to the subject matter hereof and contains the sole and entire agreement between the parties with respect to such subject matter. This Agreement may not be modified or terminated unless in writing signed by the party against whom the same is sought to be enforced.
8. Controlling Law. This Agreement shall be interpreted under and governed by the laws of the State of Montana, without regard to conflict of law rules.

9. Interpretation. This Agreement has been reviewed by both parties, each of whom has had the opportunity to consult with independent counsel regarding it and has done so to the extent that such party desired. No stricter construction or interpretation of the terms hereof shall be applied against either party as the drafter hereof.
10. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.
11. Headings. The headings of sections and paragraphs of this Agreement are for convenience of reference only and are not intended to restrict, affect or be of any weight in the interpretation or construction of the provisions of such sections or paragraphs.
12. Certification. Owner represents that it is the sole owner of the Real Property, and has the right to enter into this Agreement. NorthWestern represents that it is the owner of the Easement, and has the right to enter into and perform this Agreement. Further, the individuals signing for the parties each hereby represent that they are duly authorized and empowered to execute this Agreement on behalf of the party for whom each signs, and that once signed that this will be binding on the parties hereto.
13. Attorneys' Fees. In the event either party finds it necessary to employ counsel in order to enforce or rescind any term or provision of this Agreement, including any proceeding in bankruptcy before any officer or judge of the U.S. Bankruptcy Court or any proceeding pertaining thereto, the prevailing party shall be entitled to recover from the other party in addition to costs and disbursements allowed by law, the prevailing party's reasonable attorneys' fees. Attorneys' fees shall include any attorneys services rendered prior to the institution of litigation or proceedings in bankruptcy and include all matters pertaining to litigation, or proceedings in bankruptcy as may be necessarily incurred in such proceedings and shall include an estimate of the attorneys' fees to be incurred by the prevailing party following any initial decision or judgment entered in connection with that matter.
14. Effect. The Easement, as modified hereby, and the additional grants and agreements made by the parties shall run with the land and shall be binding on and shall inure to the benefit of the parties to this Agreement and their respective successors, assigns and permittees. Except as expressly set forth herein, all other easements held by NorthWestern which are not referenced herein remain unchanged.

Bozeman High School District No. 7

NorthWestern Corporation d/b/a Northwestern Energy, a Delaware Corporation

By: _____

By: _____

Patrick Asay

Its: _____

Its: Manager - Land & Permitting

Acknowledgment Attached

STATE OF MONTANA)
)ss
COUNTY OF GALLATIN)

This instrument was acknowledged before me on _____, 2018, by Patrick Asay, known to me to be the Manager - Land & Permitting for NorthWestern Corporation, d/b/a NorthWestern Energy.

NOTARY SEAL

Printed Name: _____
Notary Public for the State of Montana
Residing at: _____
My Commission Expires: _____

STATE OF MONTANA)
)ss.
COUNTY OF GALLATIN)

This instrument was acknowledged before me on _____, 2018,
by _____, known to me to be the _____
for BOZEMAN HIGH SCHOOL DISTRICT NO. 7.

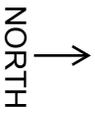
(NOTARY SEAL)

Print Name: _____
Notary Public for the State of _____
Residing at _____
My Commission Expires _____, 20____

Project: Hidden Valley City Gate Express Feed
Agent: Jeffrey Harmon
Engineer: Tom Stewart
SAP No: 24073341-4010
QRM# _____

EXHIBIT "A"

Attachment to Easement Modification Agreement by and between Bozeman High School District No. 7, known as Owner, and NorthWestern Corporation, d/b/a NorthWestern Energy, a Delaware corporation, known as NorthWestern.



COTTONWOOD ROAD

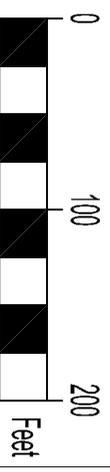
OWNER:
Bozeman High School District No. 7

The Abandoned Easement is outlined by the dashed lines.

Relocated Easement
Property Line

An additional 20' of temporary work space is allowed to be utilized along and adjacent to the east side of the relocated easement area during the pipeline construction.

Lot 1A and Road Tract A1 of Minor Subdivision No. 181A, being the Amended Subdivision Plat of Minor Subdivision No. 181, located in the NW¹/₄ of Section 22, Township 2 South, Range 5 East, P.M.M., Gallatin County, Montana, according to the official plat thereof on file and of record in the office of the County Clerk and Recorder of Gallatin County, Montana.



After Recording, Return To:
NorthWestern Energy
Land & Permitting Department
11 East Park St.
Butte, MT 59701

PIPELINE EASEMENT

BOZEMAN HIGH SCHOOL DISTRICT NO. 7, of P.O. Box 520, Bozeman, MT 59771-0520, "Grantor", in consideration of \$1.00 and other good and valuable consideration, in hand paid, the receipt of which is acknowledged, does grant and convey to **NORTHWESTERN CORPORATION D/B/A NORTHWESTERN ENERGY**, a Delaware corporation, of 11 East Park St., Butte, MT 59701, "Grantee", and to its successors, assigns and apportionees, an easement twenty (20) feet in width, upon which to construct, operate, maintain, replace, upgrade, and remove a natural gas pipeline, communications systems, and necessary appurtenances, over, under, along and across that certain real property located in Gallatin County, Montana, which is described as follows:

Lot 1A and Road Tract A1 of Minor Subdivision No. 181A, being the Amended Subdivision Plat of Minor Subdivision No. 181, located in the NW¼ of Section 22, Township 2 South, Range 5 East, P.M.M., Gallatin County, Montana, according to the official plat thereof on file and of record in the office of the County Clerk and Recorder of Gallatin County, Montana.

For an illustration of the approximate location of the easement area, see Exhibit "A" attached hereto and by this reference made a part hereof.

TOGETHER with reasonable right of access to and from the easement area over lands of the Grantor using existing roads and trails where practicable; the right to use and keep the easement area free and clear of any and all obstructions or structures, except fences; and the right to clear and remove all timber, brush, or vegetation from the easement area that may in the Grantee's opinion, endanger the pipeline, communications system, or necessary appurtenances. The Grantee may temporarily use an additional twenty (20) feet of workspace adjacent to the easement during the pipeline construction.

TERMINATION OF EASEMENT. Abandonment, extinguishment and release of the Easement, or portions thereof, shall occur if Grantee intentionally and voluntarily ceases to operate or maintain the pipeline, or a portion thereof, for a period of more than three (3) years. Upon any such abandonment Grantee shall provide Grantor with prompt notice of the abandonment and shall release, remise and quitclaim, without warranty of any kind, the portion of the Easement so abandoned and shall execute, deliver and file such additional documents and instruments, including a quitclaim deed conveying to Grantor Grantee's right, title and interest in and to the portion of the Easement so

abandoned at Grantee's expense, as may be necessary to release and extinguish such portion of the Easement from the Real Property.

GRANTOR covenants with the Grantee that the Grantor is lawfully seized and possessed of the real estate above-described, and that the Grantor has a good and lawful right to convey it, or any part thereof.

DATED this _____ day of _____, 2018.

BOZEMAN HIGH SCHOOL DISTRICT NO. 7

By: _____

STATE OF MONTANA)
)ss.
COUNTY OF GALLATIN)

This instrument was acknowledged before me on _____, 2018,
by _____, known to me to be the _____
for BOZEMAN HIGH SCHOOL DISTRICT NO. 7.

(NOTARY SEAL)

Print Name: _____
Notary Public for the State of _____
Residing at _____
My Commission Expires _____, 20____

Project: Hidden Valley City Gate Express Feed
Agent: Jeffrey Harmon
Engineer: Tom Stewart
SAP No: 24073341-4010
QRM# _____

EXHIBIT "A"

Attachment to Pipeline Easement by and between Bozeman High School District No. 7, as Grantor, NorthWestern Corporation, d/b/a NorthWestern Energy, a Delaware corporation, as Grantee.

E 1/2 E 1/2 NE 1/4 NE 1/4
LESS TRACT
DOC. NO. 24133440

OWNER:
BOZEMAN HIGH SCHOOL
DISTRICT NO. 7

Location of new 20' wide Pipeline Easement

An additional 20' of temporary work space is allowed to be utilized along and adjacent to the east side of the new easement area during the pipeline construction.

New Irrigation Easement (recorded as Doc. No. 2593670, Gallatin County Clerk and Recorder)

Property Boundary

Lot 1A and Road Tract A1 of Minor Subdivision No. 181A, being the Amended Subdivision Plat of Minor Subdivision No. 181, located in the NW 1/4 of Section 22, Township 2 South, Range 5 East, P.M.M.

Existing NorthWestern Energy pipeline easement (Doc. No. 2598343)



EXHIBIT "A"

Attachment to Pipeline Easement by and between Bozeman High School District No. 7, as Grantor, NorthWestern Corporation, d/b/a NorthWestern Energy, a Delaware corporation, as Grantee.

OWNER:
BOZEMAN HIGH SCHOOL
DISTRICT NO. 7

Location of new 20' wide Pipeline Easement

An additional 20' of temporary work space is allowed to be utilized along and adjacent to the east side of the new easement area during the pipeline construction.

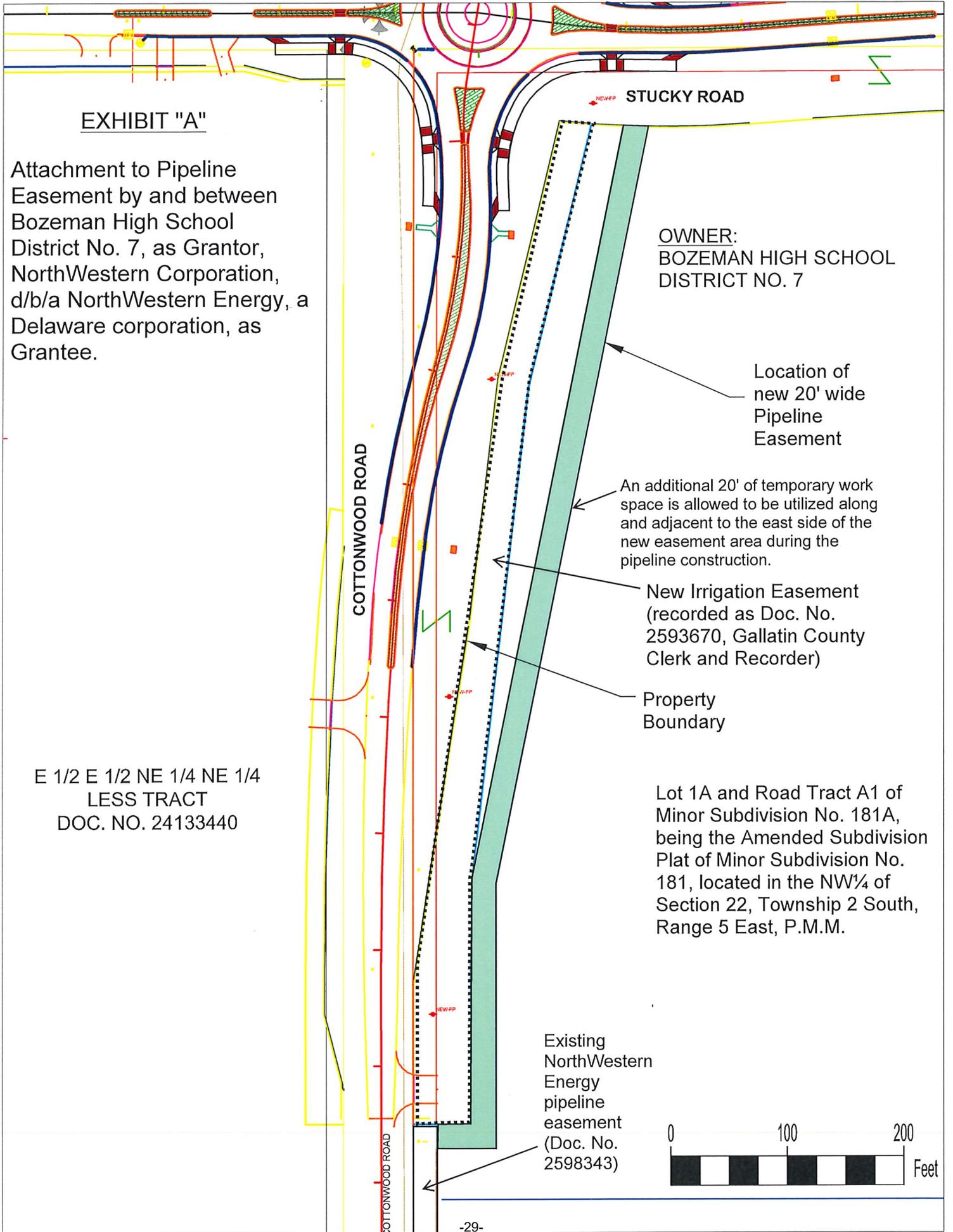
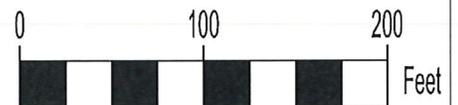
New Irrigation Easement (recorded as Doc. No. 2593670, Gallatin County Clerk and Recorder)

Property Boundary

Lot 1A and Road Tract A1 of Minor Subdivision No. 181A, being the Amended Subdivision Plat of Minor Subdivision No. 181, located in the NW¼ of Section 22, Township 2 South, Range 5 East, P.M.M.

E 1/2 E 1/2 NE 1/4 NE 1/4
LESS TRACT
DOC. NO. 24133440

Existing NorthWestern Energy pipeline easement (Doc. No. 2598343)



	Wilson	Willet	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson

TITLE: APPROVE ARCHITECT/ENGINEERING FEE – BHS RENOVATION

CATEGORY: ACTION ITEM – CONSENT

ORIGINATED BY: Todd Swinehart, Director of Facilities

OTHERS INVOLVED: CTA Architects Engineers

DATA EXPANSION: Design Proposal - Bozeman High School Addition/Renovation Project

COST/FUND SOURCE: High School Bond Issue

IMPLEMENTATION ACTION: High School District ACTION Effective July 16, 2018

ISSUE: Shall the Board of Trustees approve the architect/engineering fee for the renovation effort at BHS and authorize administration to enter into a contract?

- FACTS:
1. On May 2, 2017 a successful election authorized a \$125,000,000 bond levy for the design and construction of a second high school and improvements to Bozeman High School.
 2. CTA Architects Engineers was selected to provide architectural and engineering services by the Board on April 9, 2018.
 3. Negotiations among District Administration and CTA Architects Engineers were held to determine the recommended fee amount for the architectural and engineering contract pertaining to the design services for the second high school.

SUPERINTENDENT’S RECOMMENDATION:
It is recommended that the Board authorize the administration to enter into a contract with CTA Architects Engineers for an amount of \$1,231,383 for Basic Services, \$792,504 of Additional Services and \$264,750 for Contingencies for a total contract amount of \$2,288,637.

OTHER ALTERNATIVES:
Request the administration to renegotiate this contract.

DISCUSSION:
The Basic Services negotiated for this contract will cover all aspects of architectural, structural, mechanical, electrical and plumbing engineering services for the necessary phases of the design and construction administration process.

Additional services provide for other professional tasks, such as civil engineering, landscape architecture, fire protection design along with the City of Bozeman Planning Process. Included in this item is a fee estimate to cover the \$1,599,000 budget item for renovation and repairs that had been allocated to the overall project. This will cover design services as this item is further defined with the overall improvements at BHS. The negotiated fee represents 13.2% of the estimated \$15,381,250 cost of construction.

Added comprehensive fees, which are normally covered directly by the owner under separate contracts, have also been included in order to provide for a complete project fee. These services include civil engineering inspection, geotechnical investigations, along with coordination for the City of Bozeman Planning process. Given the lengthy timeframe, and complexity of the project scope, it was elected to have these included at this phase in order to accommodate these services for an inclusive project budget. Additionally, a sum has been set aside to cover future sustainability initiatives, once a direction has been agreed upon by the Board.



July 12, 2018

Mr. Todd Swinehart, PE
Director of Facilities
Bozeman Public Schools
404 West Main Street
Bozeman, MT 59715
Via email: Todd.Swinehart@BSD#7.org

Re: Design Proposal - Bozeman High School Addition/Renovation Project

Dear Todd:

CTA Architects Engineers is pleased to provide a proposal for architectural and engineering services for the design of the renovation of Bozeman High School located in Bozeman, Montana. We look forward to continue working with you and your team on this important project.

Our fee proposal includes the following Scope of Services:

- Professional Services
 - Existing Condition As-Built Drawings/Digital Model
 - Programming/Conceptual Design
 - Schematic Design
 - Design Development
 - Construction Documentation
 - Bidding/Pricing
 - Construction Administration
 - Civil Engineering
 - Geotechnical Exploration
 - Surveying
 - Materials Testing
 - Landscape Design
 - City of Bozeman Planning Process
 - Fire Protection Engineering
 - Acoustical Design
 - Commercial Kitchen Design
 - Auditorium Design
 - Furniture Inventory and Assessment
 - Sustainable Certification (LEED, CHPS)
 - Special Low-Voltage Electrical Systems
 - As-Constructed As-Built Drawings (including BIM model of areas affected)

See Section 4.0 - Professional Services for additional information related to the above.

- Services Not Included
 - Commissioning
 - Hazardous Material/Asbestos Abatement Design and/or Monitoring
 - Full-time on-site construction representation

- Professional services will be provided by CTA Architects Engineers except for the following:
 - DCI – Structural Engineering
 - TD&H Engineering – Civil Engineering
 - H-C Design – Commercial Kitchen Design
 - Big Sky Acoustics LLC – Acoustical Consulting
 - Schuler Shook - Auditorium Design and Consulting

We look forward to discussing the following proposal with you. Feel free to call or email me if you have any questions.

Sincerely,

CTA Architects Engineers



Scott L. Wilson, PE, PEng
President

cc: Robert Franzen, AIA, LEED AP - CTA
Corey Johnson, AIA - CTA
CTA File -

1.0 PROJECT DESCRIPTION

The project will consist of the following major programmatic elements:

- a. Approximate 55,100GSF Building Addition including:
 1. 12 Classrooms/Labs (including Bridger Academy)
 2. Auditorium (750 seat, reflecting the design developed for High School #2)
 3. Commons/Gathering Space
- b. Renovation & Repairs to Existing Spaces/Systems:
 1. Attachment 'A' contains a summary list of potential items to be addressed. The work associated with the list as a whole, exceeds the available construction budget (re: Section 2.0) dedicated to this scope of work. The list will be further refined, prioritized and matched to the available budget during the design phase of the project.
- c. On-Site Elements:
 1. Parking Lot Reconfiguration (South Lots)
 2. Develop entry plaza at proposed Ruth Thiebault Way drop-off
 3. Site grading, Drainage and Utilities
 - Relocation of a gas main, storm sewer and water main running beneath the connection between M and N Wings.
- d. Off-Site Elements:
 1. Associated Site Drainage and Utilities
- e. Project Complexities and Challenges:
 1. The following is a short summary of the design related complexities associated with the renovation of Bozeman High:
 - Multiple building systems (ex: mechanical plants)
 - Concealed and unforeseen conditions
 - The integration of new and existing building components and systems
 - The potential impact of hazardous materials
 - Complex connections of new to old buildings
 - Phasing - maintaining the operation of systems while at the same time disrupting and re-routing system components during demolition
 - Non-code compliant circulation (ex: interior ramps)
 - Seismic restraint compatibility between new and old construction
 - Public input and perception of proposed design solutions
 - City coordination of renovation and stadium projects

2.0 PROJECT BUDGET

Per the Pre-Bond exercise, the anticipated construction budget for the renovation of and addition to Bozeman High School project is as follows:

New Construction Related:

• Commons	\$ 2,200,000.00
• Classrooms	\$ 5,940,000.00
• Auditorium	\$ 2,990,000.00
• Events Entry	\$ 470,000.00
• Connective Corridor	\$ 720,000.00
• Drama Classroom	<u>\$ 288,000.00</u>
Subtotal:	\$12,608,000.00

Renovation & Repairs to Existing Spaces/Systems:

• Lump Sum:	\$ 1,599,000.00
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Site & Demolition Related:

• Hazardous Material Abatement	\$ 235,000.00
• Building Demolition	\$ 329,250.00
• Parking Lots & Utilities	\$ 325,000.00
• Landscaping (excludes stadium)	\$ 225,000.00
• South Loop	<u>\$ 60,000.00</u>
Subtotal:	\$ 1,172,250.00

Pre-Bond Total: \$15,381,250.00

Notes:

- The above numbers are for construction only and include escalation
- The above numbers do not include construction costs tied to the New Stadium Project
- A \$2.5M project contingency has been identified for the entire project including the New Stadium Project
- The above construction budget numbers do not include fees, miscellaneous expenses, or furnishings & equipment

3.0 PROJECT LEADERSHIP

This project will be managed from CTA's Bozeman, Montana office. Our team will be led by the following key team members:

- Principal-in-Charge: Scott L. Wilson, PE – President
- Educational Planner: Corey Johnson, AIA – Associate Principal
- Sr. Project Manager: Bob Franzen, AIA – Associate

4.0 PROFESSIONAL SERVICES

CTA will provide the following professional services for the above Scope of Work:

- a. **Basic Services:** Basic Services include architecture, interiors, structural, mechanical, electrical, and plumbing engineering and design during the Schematic Design, Design Development, Construction Document, Bidding/Pricing, and Construction Administration phases for the renovation and addition of the Bozeman High School.
1. Exiting Condition As-built Drawings: CTA will gather and review existing drawings of the proposed areas of work. We will field verify areas of existing construction that will abut new work or be modified.
 2. Schematic Design: CTA will develop documents that consist of site plans, building plans, elevations and sections. Initial selections of building systems and materials will be provided via descriptive narratives. CTA will assist the Construction Manager in developing an initial construction budget for the work described in the Schematic Design documents.
 3. Design Development: Once the Schematic Design has been approved, CTA will begin Design Development. Design Development documents will further illustrate and refine the elements described in the Schematic Design. Documents will include site and landscape plans, building plans, sections elevations, typical construction details, and diagrammatic layouts of building systems. These documents are intended to fix and describe the size and character of the project with respect to architectural, structural, mechanical, and electrical systems. CTA will assist the Construction Manager in revising and updating the initial construction budget for the work described in the Design Development documents.
 4. Construction Documents: Once the Design Development has been approved CTA will begin assembling Construction documents. Construction documents will consist of drawings and specifications describing in detail the quality levels of materials and systems of the project. CTA will develop a project manual consisting of general conditions for the construction contract along with technical specifications for materials and systems used in the project. CTA will assist the Construction Manager in revising and updating the construction budget for the work described in the Construction Documents.
 5. Bidding/Pricing: CTA will assist the Construction Manager with obtaining qualified bids for the work. As part of this phase CTA will conduct a pre-bid conference for prospective sub-contractors, respond to requests for information, process prior approvals and provide additional clarification on the Construction Documents as needed.
 6. Construction Administration: During the construction of the project CTA will make periodic visits to become generally familiar with the progress and quality of the work being completed. As part of this phase, CTA will evaluate certificates of payment requested by the contractor, respond in writing to requests for information, review submittals and samples for conformance with the documents, and conduct a punch list walk-thru at the end of the construction.

- b. Additional Services:** In addition to the Basic Services outlined above, CTA will provide the following.
1. Programming, Planning/Conceptual Design: CTA will develop and define the needs for the project through interviews and charrettes. We will review and develop project goals, objectives, special relationships, needs for special equipment, and site requirements. We will examine functional relationships, access, circulation within the building and the site. Education Specifications will be assembled and include the following: Executive Summary, Space Program, initial Planning and Design Criteria (code analysis, zoning analysis building massing & stacking diagrams, and accessibility), Building Performance Criteria, Site Requirements and estimated project budget.
 2. Civil Engineering: Civil engineering will be performed by TD&H Engineering. This will include the following
 - Site Civil Design: The following services will be performed for the following site improvements: Building Addition(s), South Parking Lot Redevelopment, Events Parking Lot, and 11th Avenue Improvements.
 - Site layout and grading associated with new structures and demolition of existing structures
 - Utility relocation of storm drain and gas
 - Wetland and stream permitting associated with storm drain and gas relocation
 - Coordination of layout, design elements, and utility relocations with the ongoing Mandeville Creek restoration project
 - Prepare easement exhibits for storm and gas utilities
 - Storm water design report for proposed improvements
 - Prepare construction storm water plan (SWPPP)
 - Prepare plans and specifications
 - Parking lot layout, grading, and storm drain design
 - Coordination with Montana Department of Transportation to abandon/relocate existing approaches on Main Street. Initial correspondence with MDT indicates this can be accomplished with approach permits
 - Design of access and crossing(s) of Mandeville Creek
 - Coordination of layout, design elements, and stream crossing(s) with the ongoing Mandeville Creek restoration project
 - Wetland permitting
 - Proposed new crosswalks and signage
 - Construction Inspection: Construction inspection includes task specific inspections and materials testing of improvements. Items such as public water, sewer, storm drain, and streets are required to be inspected while private improvements, such as parking lots, do not require rigid inspection and testing and is included to ensure the contact documents are being met. Special Inspections required by the International Building Code for the Building will be provided.
 - Inspection of utility installation
 - Compaction testing of trench backfill
 - Inspection and density testing of subgrade

- Inspection of geotextile placement
 - Inspection and testing of subbase and base course material
 - Inspection and testing of asphalt placement
 - Coring of in-place asphalt
 - Asphalt lab testing (Rice Specific Gravity, Gradation and Asphalt Content, Core Measurements)
 - Inspection and testing of curb and gutter and concrete pavements (includes concrete testing of slump, air, and compressive strength)
 - Inspection and testing of street sidewalk (includes concrete testing of slump, air, and compressive strength)
 - Inspection and testing of footing and foundation concrete (includes concrete testing of slump, air, and compressive strength)
 - Inspection of structural steel (application of joint details, weld inspections, and ultrasonic testing)
 - Inspection of metal deck installations (welding)
 - Inspection of masonry construction if applicable (grout placement, gout and mortar testing)
 - Soils density inspections (structural fill, backfill, and slab on grade)
 - Inspection of fireproofing (thickness, density and adhesion)
 - Reporting
- Surveying: Complete the survey of the east and south sides of the property and provide interior finished floor elevations of the existing school.
 - Geotechnical: We propose using drilled borings to investigate the subsurface conditions due to the required depth. We anticipate four borings (20 feet deep assumed) will be necessary for the new building and associated parking lot. We have also included four borings each for the south parking lot and roundabout (5 feet deep assumed).
3. Landscape Design: Scope includes site layouts for the following: South Parking Lot, and initial grading, planning of pedestrian and vehicular circulation, detailing of hardscape/plaza areas, coordination of storm water management with Civil Engineering, landscape/planting design for the south and east areas of campus including Main Street streetscapes, and the redevelopment of areas where buildings are being removed.
 4. City of Bozeman Planning Process: CTA will coordinate with the City of Bozeman with respect to the development, assembly, submittal and ultimate approval of the City of Bozeman required site plan requirements.
 5. Fire Protection Engineering: Scope includes service size, service entrance, building distribution, and system requirements for each area included in the scope. Submittals and reports prepared by the fire protection contractor will be reviewed for conformance to the design and on-site coordination and verification will be conducted.
 6. Acoustical Design: Acoustical Design will be performed by Big Sky Acoustics. Their scope will include: room acoustical analysis (for the following spaces: Commons, Learning Communities, labs, drama classroom), sound isolation

analysis (between adjacent interior spaces, and/or between the exterior and interior of a building) and mechanical system noise and vibration control.

7. Commercial Kitchen Design: Kitchen design will be performed by H-C Design. Their scope will include a barista located within the new Commons. This will include the following tasks: Determine goals and objectives, develop an equipment plan and schedule, prepare mechanical and electrical spot connection plans, provide detailed specification reference manuals, and facilitate Health Department review and approval.
 8. Auditorium Design: The new auditorium design will be consistent with the design provided for High School #2. Schuller Shook will provide “site adapt” services to adjust the design to fit at Bozeman High.
 9. Furniture Inventory/Assessment – CTA’s interior designers will inventory and assess the condition of all classroom furniture located within Bozeman High. This information will be used to determine the furniture needs at Bozeman High as well as identify any opportunities to relocate any excess furniture to High School #2.
 10. Special Low-voltage Systems: The following systems will be developed and coordinated to align with the School District’s existing platforms and systems currently utilized: Voice/Data Cable (includes racks/patch panels, cables, and jacks, equipment by the School District), Intercom/Clock Bell System/PA System, Expansion of the existing CCTV System, Access Control System includes lock down system, and basic AV system (classroom projectors/screens/smart boards). These services will be performed for the newly constructed spaces only.
 11. As-Constructed As-Built Drawings (including BIM model): At the conclusion of the project, CTA will assemble a set of as-built drawings and specifications for the areas directly affected by the project. Additionally, the updated Revit/BIM model will be provided to the School District.
- c. Fee Estimates / Contingencies:** The following represent items where the final scope of work has not been fully defined. The final scope of work will be defined during the design phase and the fee estimates / contingencies further refined.
1. Renovations and Repairs: Attachment ‘A’ contains a summary list of potential items to be addressed as renovations and repairs to the existing facility. During the design phase, these options will be further refined and prioritized into a limited number of items to be implemented in the design documents.
 2. Sustainability Certification: If the School Board determines LEED or CHPS certification is necessary for the addition portion of the project, CTA will review applicable criteria for achieving the targeted level of CHPS verified or LEED Silver. CTA will conduct a workshop to identify targeted credits. A certification plan will be developed including a scorecard of points targeted. CTA shall register the project, collect and submit documentation for review. We will coordinate with the contractor and their sub-contractors informing them of their responsibilities during and after the completion of construction.

5.0 PROFESSIONAL FEES

Basic Services

Existing Condition As-built Drawings	\$	42,448
Schematic Design	\$	200,276
Design Development	\$	250,438
Construction Documents	\$	450,960
Bidding/Pricing	\$	20,849
Construction Administration	\$	266,412
Basic Services Subtotal:	\$	1,231,383

Additional Services

Design Related		
Programming Planning/Conceptual Design	\$	41,944
Civil Engineering - Site Design	\$	262,790
Civil Engineering - Survey	\$	-
Landscape Architectural Design	\$	80,430
City of Bozeman Planning Process	\$	38,395
Fire Protection Engineering	\$	36,500
Accoustical Design	\$	12,705
Commercial Kitchen Design	\$	5,375
Auditorium Design	\$	63,800
Special Electrical Low Voltage Systems	\$	37,285
As-Constructed As-Built Drawings	\$	37,850
Subtotal:	\$	617,074

Services Provided That Are Typically Owner Managed / Provided

Civil Engineering - Inspections (on & off site)		
Building	\$	47,300
Site	\$	70,180
Civil Engineering - Geotechnical	\$	21,450
Furniture Inventory Assessment	\$	36,500
Subtotal:	\$	175,430

Additional Services Subtotal: **\$ 792,504**

Fee Estimates / Contingencies

Renovation & Repairs	\$	182,400
Sustainability Certification	\$	82,350
Subtotal:	\$	264,750

Total Proposed Fee: \$ 2,288,637

The above fees are based on the project scope as described in Part 1.0 and services outline Part 4.0 above. These fees are subject to change if the project scope increases. Hourly rate table (updated annually) for time and material work is included as Attachment 'D'.

6.0 REIMBURSABLE EXPENSES

Anticipated expenses related to airfare, auto rental, mileage / fuel, lodging, meals, printing, copying, and postage are included in the above fees.

7.0 PROJECT SCHEDULE

This proposal is based upon prompt Owner review of and response to the submittals as shown above. The Owner acknowledges that Owner-generated changes in the schedule and scope of the project may result in modifications of the associated professional fees. Proposed draft design schedule is as follows:

- Programming/Conceptual Design June 11, 2018 – August 31, 2018
- Schematic Design September 3, 2018 – November 9, 2018
- Design Development November 12, 2018 – February 8, 2019
- Construction Documents February 11, 2019 – June 14, 2019
- Construction Complete June 1, 2022
- Open for Classes August 2022

Refer to Attachment 'C' for additional schedule information.

8.0 TERMS OF THE CONTRACT

An initial payment of zero (\$0.00) is required prior to starting any work. Standard Form of Agreement Between Owner and Architect/Engineer for Alternative Delivery Method (provided by the State of Montana A/E Division) will be the legal basis for providing the above work. On a monthly basis CTA shall invoice for Professional Fees and Reimbursable Expenses incurred during the previous month.

Invoices shall be due and payable 30 days from date of invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of 1.5% per month. Payment of invoices shall not be subject to any discounts or set-offs by the Client unless agreed to in writing by CTA. If any amounts remain unpaid more than sixty (60) days, CTA may either suspend services, or, at CTA's discretion, terminate this agreement.

This proposal is not a contract; however, if work is begun prior to signing a contract, the terms of this proposal shall be considered binding until a contract is signed.

This proposal is valid for 90 (ninety) days from date of issue.

We are looking forward to providing you with the Architectural and Engineering services for this project. If you have any questions please do not hesitate to contact me at 406.697.7627 or scottw@ctagroup.com.

 7/12/18

 Signature Date

Accepted by:

 Signature Date

Attachment 'A'

Bozeman High School Renovation Renovate/Repair Existing Space Options

The following table contains renovation and repair opportunities as defined by the Facility Condition Inventory dated October 27, 2015 provided by the School District as well as other items identified by CTA. The following list will be further refined and prioritized during the design process.

Item	Description	Identified by	
		FCI	CTA
Roofing	Provide roofing repairs at Wings A, F, G, H, & M.	X	
Soffit/Glulam Repairs	Repair soffits and glulam beams at Wings A, F, G, & M.	X	
Concrete Window Lintel	Repair and /or replace damaged concrete window sills at F-Wing.	X	
Exterior & Interior Doors	Repair/repaint all exterior doors at Wings G, H, & M. Repair damaged interior frames and adjust doors throughout Wing G.	X	
Welding Shop Ventilation	Replace/upgrade ventilation system in welding shop		X
Paint Building Exterior	Prepare and paint (refresh) exterior fascia, soffits, glulams, windows and doors at A, F, G, H, and M Wings		X
CMU & Concrete Repairs	Repair cracked foundation at G-Wing, Investigate/repair crack in N-Wing (four locations)	X	
Lintels Under Glulams	Investigate/repair lintels beneath glulams F-Wing	X	
Glulam ends	Repair and protect exposed glulam ends at M-wing	X	
Lateral Investigation	Investigate lateral systems (seismic reinforcing) in the G-Wing (Gymnasiums), A, F, H, & J-Wings. Initial concepts for upgrades have been provided by DCI		
Repair and/or Replace Failing Mechanical Systems	Investigate rooms that are too warm, have damaged devices, and miscellaneous repairs in A, F, G, H, & M -Wings	X	
Replace Boilers	Replace existing boilers that are 10+ years old and are having parts that are failing. High efficiency, long-life boilers (30 yr.) can be selected to reduce maintenance costs, unscheduled downtime, and maintain high efficiency.		X
Consolidate Three Boiler Plants Systems	Consolidate boiler rooms to provide central boiler room. This would reduce maintenance and provide better part load operation as the individual boilers would receive more heating load.		X
Repair and/or Replace Failing Plumbing Systems	Repair or replace hand washing station, leaking shower & faucet, damaged downspouts, broken dishwasher in A, F, G, H, & M -Wings	X	
Fire Alarm	Replace outdated fire alarm in its entirety in all buildings except N-Wing	X	
Emergency / Egress Lighting	Provide/update egress lighting, exit signage and fire alarm coverage - limited locations in A-Wing	X	
Telecom Voice / Data Upgrades	Replace outdated Telecom in its entirety in all remaining wings except N-Wing	X	
Intercom	Replace outdated Intercom in its entirety in all remaining wings	X	

Attachment 'B'
Bozeman High School Renovation
FFE Scope List and Responsibilities

	Description	General Contractor		Vender		Owner	
		Supplied	Installed	Supplied	Installed	Supplied	Installed
General Learning Areas	classroom furniture (desks, chairs, etc.)			X	X		
	teacher's desks/furniture			X	X		
	furniture based storage			X	X		
	casework storage	X	X				
	wall hung whiteboards	X	X				
	wall hung tack boards	X	X				
	mobile whiteboards			X	X		
	projector screens	X	X				
	projectors	X	X				
	TV's	X	X				
	computers/monitors					X	X
	tablets					X	X
	tablet storage/charging carts					X	X
	smart boards					X	X
classroom books and supplies					X	X	
learning street flexible furniture			X	X			
Admin. / Teacher Areas	file storage units			X	X		
	conference furniture			X	X		
	directory/bulletin/trophy cabinets	X	X				
	security system	X	X				
	printers and copiers					X	X
	teacher work/break furniture			X	X		
	teacher work/break casework	X	X				
	refrigerator	X	X				
	microwave	X	X				
dishwasher	X	X					
Commons	commons tables and chairs			X	X		
	commons soft seating/lounge areas			X	X		
	serving lines/kiosks	X	X				
	commercial kitchen equipment	X	X				
	pots and pans					X	X
	lunch trays/silverware					X	X
vending machines					X	X	
Science (if reqd.)	science lab chem resistant casework	X	X				
	science lab chem resistant furniture			X	X		
	fume hood & fixed science equip	X	X				
	science supplies and loose equipment					X	X
Auditorium	stage curtain/rigging	X	X				
	fixed auditorium seating	X	X				
	auditorium lighting system			X	X		
	auditorium sound system			X	X		
Miscellaneous	operable partitions	X	X				
	window coverings	X	X				
	recycling stations			X	X		
	room identification signage	X	X				
	wayfinding signage	X	X				
	building signage	X	X				
	parking signage	X	X				
	flagpoles	X	X				
	flags			X	X		
	outdoor bike racks/board docks	X	X				
toilet room accessories	X	X					
Site	ground set flag poles	X	X				
	trash cans	X	X				
	bollards	X	X				
	bike racks	X	X				



2018 Standard Hourly Rates

ARCHITECTURAL

	Min	Max
Architectural Production.....	\$ 62.00	\$ 117.00
Architectural.....	\$ 75.00	\$ 113.00
Architectural Senior.....	\$ 98.00	\$ 186.00
Project Manager.....	\$ 99.00	\$ 144.00
Project Manager Senior.....	\$ 136.00	\$ 169.00
Landscape Architect.....	\$ 65.00	\$ 102.00
Landscape Architect Senior.....	\$ 126.00	\$ 160.00
Planner.....	\$ 106.00	\$ 130.00
Interior Designer.....	\$ 60.00	\$ 81.00
Interior Designer Senior.....	\$ 85.00	\$ 155.00
Architectural Principal.....	\$ 161.00	\$ 286.00

ENGINEERING

Engineering Production Civil.....	\$ 74.00	\$ 87.00
Engineering Civil.....	\$ 82.00	\$ 110.00
Engineering Civil Senior.....	\$ 124.00	\$ 167.00
Engineering Production Structural.....	\$ 60.00	\$ 103.00
Engineering Structural.....	\$ 104.00	\$ 126.00
Engineering Structural Senior.....	\$ 133.00	\$ 165.00
Engineering Production Electrical.....	\$ 57.00	\$ 119.00
Engineering Electrical.....	\$ 91.00	\$ 152.00
Engineering Electrical Senior.....	\$ 117.00	\$ 213.00
Engineering Production Mechanical.....	\$ 51.00	\$ 102.00
Engineering Mechanical.....	\$ 81.00	\$ 152.00
Engineering Mechanical Senior.....	\$ 115.00	\$ 214.00
Engineering Production Refrigeration.....	\$ 35.00	\$ 83.00
Engineering Refrigeration.....	\$ 76.00	\$ 104.00
Engineering Refrigeration Senior.....	\$ 106.00	\$ 185.00
Engineering Principal.....	\$ 178.00	\$ 235.00

SUPPORT

Project Coordinator.....	\$ 60.00	\$ 78.00
Administrative Assistant.....	\$ 46.00	\$ 79.00
Graphic Designer.....	\$ 72.00	\$ 136.00

	Wilson	Willet	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson

TITLE: HIGH SCHOOL BOND UPDATE

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Todd Swinehart, Director of Facilities

OTHERS INVOLVED: Matt Stark, Facilities Project Manager, Steve Johnson, Deputy Superintendent of Operations

DATA EXPANSION: High School 2 monthly project report
Van Winkle Stadium Schedule

COST/FUND SOURCE: High School Bond Issue

IMPLEMENTATION

ACTION: High School District ACTION
Effective July 16, 2018

ISSUE:

Shall the Board accept the attached OCR report?

FACTS:

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.

SUPERINTENDENT’S RECOMMENDATION

It is recommended that the Board accept the report as presented.

OTHER ALTERNATIVES:

Discuss the report and/or change the recommendations.

DISCUSSION:

Project: 2nd High School
Schedule

1. Bid Package #1 was approved by the board of trustees on March 5, 2018 for a sum of \$14,251,316.
2. Bid Package #2 was approved by the board of trustees on April 23, 2018 for a sum of \$27,281,392.
3. Bid Package #3 was approved by the board of trustees on June 20, 2018 for a sum of \$37,178,972, which provided for a total Guaranteed Maximum Price (GMP) contract amount of \$78,711,680.

Construction started after the groundbreaking ceremony on March 26, 2018 with the bulk of the effort primarily concentrated around earth moving and preparations for the structural foundation. To date, the entire perimeter footing is complete, with work nearing completion on the interior building pad footings. The floor slab has been poured for the auxiliary gyms, with other areas being prepared. Interior masonry supports have been installed with mobilization and material deliveries being the next steps. Work continues on water mains and various subsurface utility infrastructure.

Project: Van Winkle Stadium and Site Improvement

Schedule:

1. June 28, 2018 - The board of trustees approved Early Work Amendment #1 and rejected Bid Package #1.
2. August 20, 2018 – City of Bozeman Exemption Hearing
3. Late August 2018 – Proposed bid opening. Bids to be approved by the Board of Trustees at a future board meeting.

A revised schedule has been prepared with an expected start date of mid-September. Additional efforts have been made to identify addition scope items that can be modified or reduced from a cost savings standpoint. The contractor is exploring opportunities to pre-select, via a competitive RFP process, a sitework contractor. This process has worked successfully on other district projects and allows the GC/CM to begin early collaborations and scheduling with this trade.

Scope of work to include new artificial turf field, new stadium complex including bleachers, pressbox, concessions and restrooms, new relocated softball fields, expansion of Ruth Thibeault Way, construction of a roundabout at the intersection of Thibeault/15th/Beall, added parking, landscaping, and installation of new infrastructure and utilities including water, sewer, gas, storm and power.

Project: BHS Renovation:

Schedule:

- July 11, 2018 - GC/CM RFQ's due. Four contractors submitted qualifications.
- July 16, 2018 - Pending Board approval for Architecture/Engineering fee.
- July 26, 2018 - GC/CM RFP's due.
- August 13, 2018 - Board Approval of GC/CM Recommendation

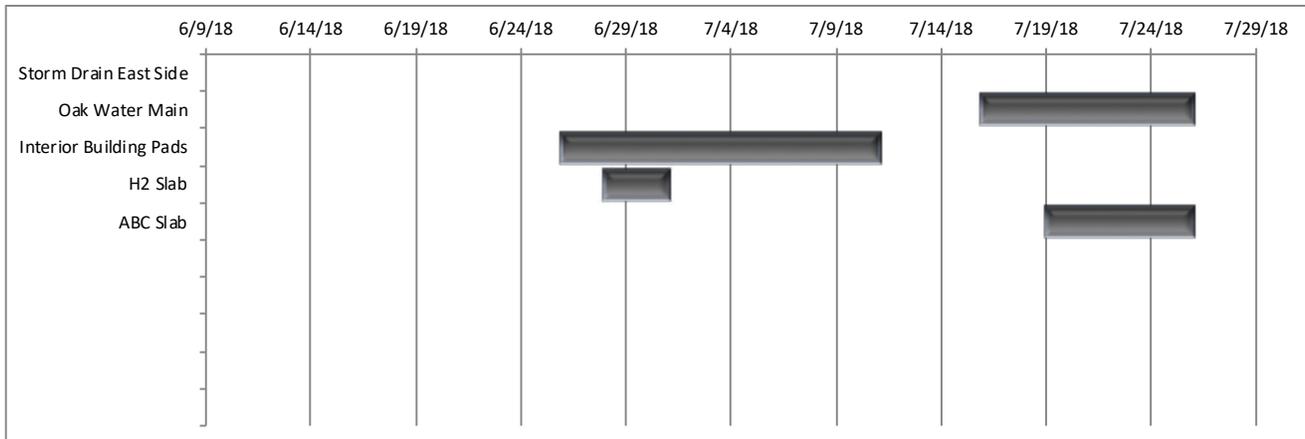
The selection process for the GC/CM is underway with the intent to take the recommendation to the board of trustees in August. Initial programming meetings have started with various building users and the architectural team. In addition, the initial meetings will allow us to refine and confirm the scope of work that was anticipated during the pre-bond meetings.

Future Bozeman High School

Monthly Project Report July 12, 2018

Project Data				Current Tasks/Issue Tracking	
Report Number		3			
Date		7/12/18			
CM Superintendent		Josh Heningman			
CM Project Manager		Roger Davis			
Current Plans Dated		TI Drawings Dated 5.01.18			
Permits	Permit #				
Core and Shell Permit	18-00026741				
Tenant Improvement Permit	TBD				
Schedule Milestones	Baseline Start	Current	Change		
Foundation Permit	5/7/18	5/10/18			
Pour Footings in D, F, H, G	5/10/18	5/11/18			
Start Round about	5/14/18				
South Parking Lot Paving	6/26/18	6/27/18	+1		
Competition Gym CMU	7/9/18				
Precast Aux Gym Panels	7/23/18				
Steel Erection on Area A,B,C	9/4/18				
			-		
			-		
			-		
				<u>Bozeman School District</u>	
				ROW for Roundabout	
				<u>CTA Architects</u>	
				Permits for Out Buildings	
				TI Permit submitted to City. Waiting on Comments	
				Submittals and RFI Review	
				<u>Langlas & Associates</u>	
				Submittals	
				Foundation, Wall, and CMU Drawings in progress	
				Contracts for BP#3 Scopes	
				<u>Upcoming Activites</u>	
				Slab on Grade	
				Steel Erection and Intumescent Paint	
				Shell Framing	

4 Week Look Ahead Schedule



Progress Photos



Subgrade CMU



Auditorium Water Stop



Foundation Wall Form Work



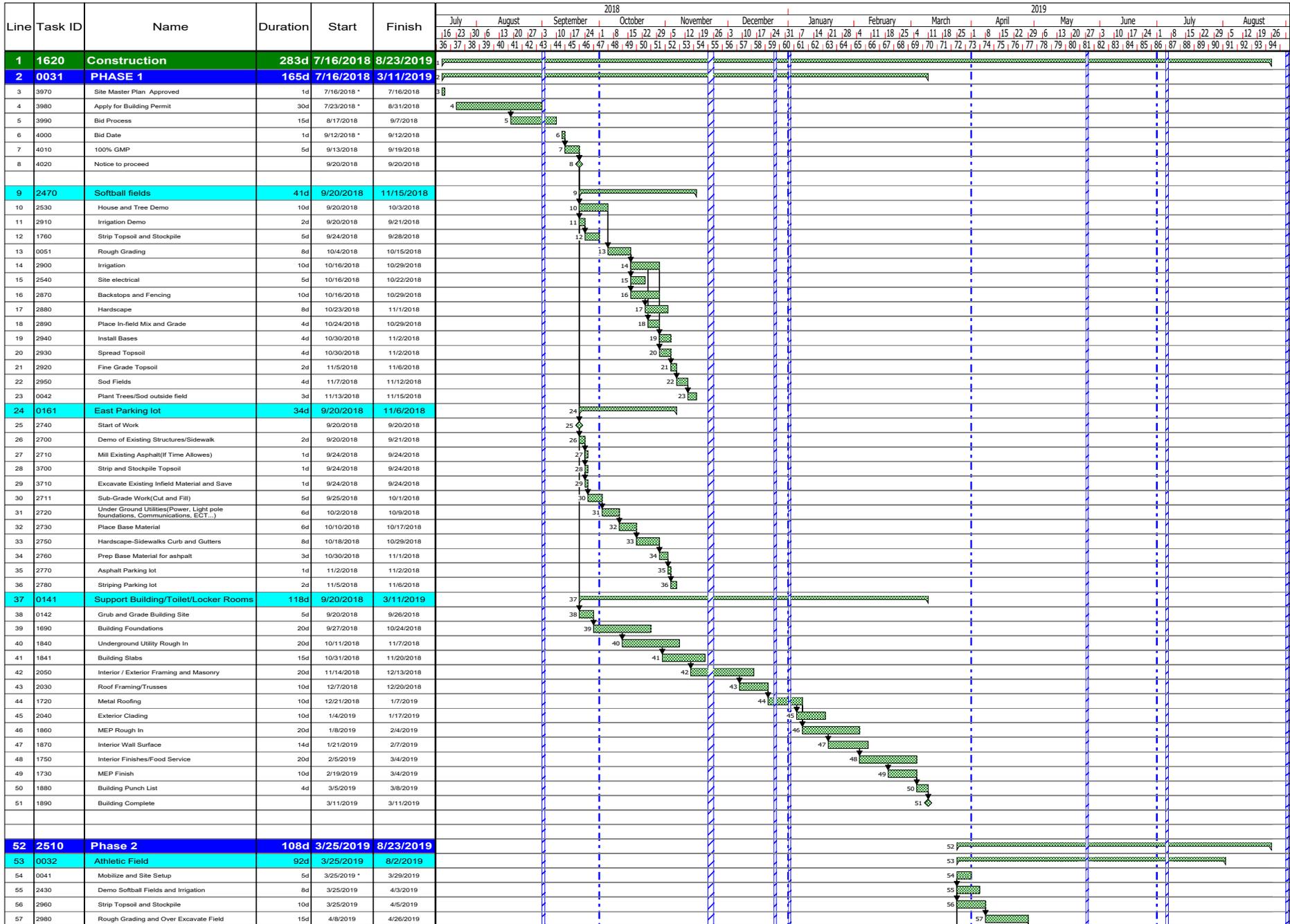
Auxillary Gym Footing at H2



Layout for Excavation



Van Winkle



	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson

ISSUE: 2018-19 TRANSPORTATION UPDATES AND ROUTE APPROVALS

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Mike Waterman, Director of Business Services

OTHERS INVOLVED: Doug Kellie, Transportation Coordinator

DATA EXPANSION: Route Spreadsheet, Out-of-County Route Request from Harrison Public Schools

COST/FUND SOURCE: Estimated \$2,422,483/ Elementary and High School Transportation Funds

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective July 16, 2018

ISSUE:

Shall the Board approve the 2018-19 school-to-home transportation routes, approve an out-of-county bus route to enter the District, and designate Mike Waterman and Doug Kellie as District representatives to the Gallatin County Transportation Committee?

FACTS:

1. State law requires the board to approve bus routes in order for the District to receive State and County transportation funds.
2. The Board is also required to designate a representative for both Bozeman Elementary and High School Districts to serve on the County Transportation Committee.
3. First Student and the District continue to adjust routes for better efficiency and to accommodate student changes.

SUPERINTENDENT’S RECOMMENDATION:

It is recommended the board approve the 2018-19 transportation routes as presented, approve an out-of-county bus route to enter the District, and designate Mike Waterman and Doug Kellie to serve on the Gallatin County Transportation Committee.

DISCUSSION:

In January 2018, the Board of Trustees approved a new five-year contract with First Student Inc. to provide home-to-school bus transportation. That contract included several key changes from the previous contract, including:

- Contract costs based on a per-route rate instead of a per-mile rate
- Continued use of propane fuel for home-to-school transportation
- Installation of student seat belts on all buses
- The District—rather than the contractor—pays for fuel.
- Penalties for non-performance

Overall, Special Ed miles are expected to decrease by 45 miles per day and Regular Ed contract miles are expected to remain unchanged.

Contracted costs for the First Student contract will change as follows:

Route Type	2017-18 Per-Mile Rate	2018-19 Per-Route Rate
Regular Ed Routes	\$4.68	\$127.64
Friday Early Release Routes	\$4.68	\$58.21
Special Ed Routes	\$5.30	\$124.40

The rate changes will *decrease* District costs for the First Student contract cost by an estimated **\$212,934**.

**BOZEMAN PUBLIC SCHOOLS
2018-19 TRANSPORTATION ROUTE BUDGET**

Route #	Buildings Served	Route Description	2017-18			2018-19			K-12 Total		
			Miles/Route	Routes/Day	Miles/Day	Miles/Route	Routes/Day	Miles/Day	FY18 - FY19	On-Schedule Reimbursement	
								Change	Total Contract Cost - All Routes	\$1.57	
01	SMS/MS	Haggerty, Bluebird, Bozeman Trail, Arrow Leaf, Highland, Painted Hills	28	2	56	28	2	56	0	44,929.28	15,473.92
01F	MS	Morning Star Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
02	CJMS	Beall, 15th, 17th, Oak, Villard, Tamarack, Boylan, Creekwood	17	2	34	17	2	34	0	44,929.28	9,394.88
03	K-12	Bozeman Hill, Jackson Creek, Bridger Canyon, Griffen Drive	51	2	102	51	2	102	0	45,184.56	28,344.78
04	CJMS	Valley Unit Subdivision, Babcock	11	2	22	11	2	22	0	44,929.28	6,079.04
05	K-12	Bridger Canyon, Kelly Canyon, Griffen Drive	35	2	70	35	2	70	0	45,184.56	19,452.30
05F	HA	Hawthorne Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
06	K-5	Baxter Creek, Wylie Creek, Baxter Lane, Valley Center, Lake Subdivisions	21	2	42	21	2	42	0	44,418.72	11,473.56
06F	WH	Whittier Attendance Area	25	1	25	25	1	25	0	1,920.93	1,295.25
07	K-5	Little Wolf, Summer Ridge, Prairie Smoke, Evening Star, Springhill, Boylan, Cottonwood	25	2	50	25	2	50	0	44,418.72	13,659.00
07F	HA	Hawthorne Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
08	K-12	South 3rd, Graf, Goldenstein, Arnold, Hitching Post, South Rouse	20	2	40	20	2	40	0	45,184.56	11,115.60
08F	ED	Emily Dickinson Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
09	HY	West Babcock, Cottonwood, Yellowstone, Kounts Court	22	2	44	22	2	44	0	44,418.72	12,019.92
09F	HY	Hyalite Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
10	BHS	Gooch Hill, Stucky Road	31	2	62	31	2	62	0	44,929.28	17,131.84
11	K-12	Norris Road, Pine Butte, Huffine, Ramshorn, Babcock, Cascade	41	2	82	41	2	82	0	45,184.56	22,786.98
11F	ML	Meadowlark Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
12	K-12	Canary, Robin, Bluebird, Haggerty Lane	30	2	60	30	2	60	0	45,184.56	16,673.40
12F	LO	Longfellow Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
13	SMS	Balckwood, Cottonwood, King Arthur, Kounts Court	25	2	50	25	2	50	0	44,929.28	13,816.00
14	IR	MSU, Yellowstone, Babcock	23	2	46	23	2	46	0	44,418.72	12,566.28
14F	IR	Irving Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
15	BHS	Church, Sourdough, Triple Tree, Tayabeyschokup	28	2	56	28	2	56	0	45,184.56	15,561.84
15F	IR	Irving Attendance Area	13	1	13	13	1	13	0	1,920.93	673.53
16	SMS/MS	Sir Arthur, South 19th, Nash, South 3rd, Goldenstein	28	2	56	28	2	56	0	44,929.28	15,473.92
16F	MS	Morning Star Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
17	K-12	Laurel Glenn, Durston, Annie	24	2	48	24	2	48	0	45,184.56	13,338.72
17F	MS	Morning Star Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
18	SMS/MS	Nash Road, Bristol Lane, South 3rd	28	2	56	28	2	56	0	44,929.28	15,473.92
18F	MS	Morning Star Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
19	K-12	Cobb Hill, Beall, North 15th, Oak, North 17th, Villard, Babcock, Tamarack	29	2	58	29	2	58	0	45,184.56	16,117.62
19F	WH	Whittier Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
20	SMS/MS	Holly, Cherry, Highland, Tracy	19	2	38	19	2	38	0	44,929.28	10,500.16
20F	MS	Morning Star Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
21	BHS	Four Corners, Gallatin Gateway, Huffine	42	2	84	42	2	84	0	44,929.28	23,210.88
22	BHS	Nash Road, Mystic Heights, South 3rd, South 19th, Fowler	33	2	66	33	2	66	0	45,184.56	18,340.74
23	K-12	Nelson Road, Airport Road, Bostwick, Schaffer, Baseline, MT Kids Daycare	33	2	66	33	2	66	0	45,184.56	18,340.74
23F	HAWH	Hawthorne, Whittier Attendance Areas	18	1	18	18	1	18	0	1,920.93	932.58
24	ML	Elk Grove, Magenta Road	27	2	54	27	2	54	0	44,418.72	14,751.72
24F	ML	Meadowlark Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
25	BHS/CJMS	Lake Dr, Harper Puckett, Baxter Meadows, Baxter Crek, Buckrake, Catron	21	2	42	21	2	42	0	45,184.56	11,671.38
26	SMS	Koch, 3rd	15	2	30	15	2	30	0	44,929.28	8,289.60
27	HY/ML	Gooch Hill, Stucky Road, King Arthur	30	2	60	30	2	60	0	44,418.72	16,390.80
27F	ML	Meadowlark Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
28	K-12	Elk Grove, Magenta, Blackwood	34	2	68	34	2	68	0	45,184.56	18,896.52
28F	HY	Hyalite Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
29	K-12	Springhill, Stonegate, Sypes Cayon, McIlhattan Road	25	2	50	25	2	50	0	45,184.56	13,894.50
29F	HA	Hawthorne Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
30	CJMS	Laurel Glenn, Harvest Creek, Valley Unit Subdivision	15	2	30	15	2	30	0	44,929.28	8,289.60
31	SMS/MS	Ft. Ellis, Golden Trout, Highland, Haggerty, Sourdough, Graf	26	2	52	26	2	52	0	44,929.28	14,368.64

**BOZEMAN PUBLIC SCHOOLS
2018-19 TRANSPORTATION ROUTE BUDGET**

Route #	Buildings Served	Route Description	2017-18			2018-19			FY18 - FY19 Change	K-12 Total	
			Miles/Route	Routes/Day	Miles/Day	Miles/Route	Routes/Day	Miles/Day		Total Contract Cost - All Routes	On-Schedule Reimbursement \$1.57
31F	MS	Morning Star Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
32	SMS	Dickerson, Cleveland, South Black, Church	20	2	40	20	2	40	0	44,929.28	11,052.80
33	K-12	Gooch Hill, Rae Subdivision, Loyal Gardens, Ravalli/Cottonwood, Chapman	43	2	86	43	2	86	0	45,184.56	23,898.54
33F	BHS	K-6 Collector	15	1	15	15	1	15	0	1,920.93	777.15
34	K-8	Durston, North 22nd, North 25th, Brentwood, Michael Grove, Boys/Girls Club	12	2	24	12	2	24	0	44,929.28	6,631.68
35	ED	25th, 27th, Annie, Yellowstone, Cascade, Laurel Glenn, Equestrian	18	2	36	18	2	36	0	44,418.72	9,834.48
35F	ED	Emily Dickinson Attendance Area	8	1	8	8	1	8	0	1,920.93	414.48
36	CJMS/SMS/BHS	Little Wolf, Summer Ridge, Prairie Smoke, Evening Star	22	2	44	22	2	44	0	45,184.56	12,227.16
37	LO	Highland, Church, Story, Rouse	22	2	44	22	2	44	0	44,418.72	12,019.92
37F	LO	Longfellow Attendance Area	10	1	10	10	1	10	0	1,920.93	518.10
38	HY	South 19th, MSU, Koch, Babcock	32	2	64	32	2	64	0	44,418.72	17,483.52
38F	HY	Hyalite Attendance Area	15	1	15	15	1	15	0	1,920.93	777.15
39	ED/ML	Magenta, Upper/Lower Rainbow, Elk Grove	27	2	54	27	2	54	0	44,418.72	14,751.72
39F	ED/ML	Emily Dickinson, Meadowlark Attendance Areas	15	1	15	15	1	15	0	1,920.93	777.15
40	CJMS	Magenta, Upper/Lower Rainbow, Elk Grove	26	2	52	26	2	52	0	44,929.28	14,368.64
80 AM	SpEd	SpEd	17	1	17	17	1	17	0	22,018.80	4,724.13
80 ER (Friday only)	SpEd	SpEd	17	1	17	17	1	17	0	4,105.20	880.77
80 PM	SpEd	SpEd	17	1	17	17	1	17	0	22,018.80	4,724.13
81 AM	SpEd	SpEd	35	1	35	35	1	35	0	22,018.80	9,726.15
81 MID	SpEd	SpEd	20	1	20	20	1	20	0	12,937.60	3,265.60
81 PM	SpEd	SpEd	35	1	35	35	1	35	0	22,018.80	9,726.15
82 AM	SpEd	SpEd	30	1	30	30	1	30	0	22,018.80	8,336.70
82 PM	SpEd	SpEd	30	1	30	30	1	30	0	22,018.80	8,336.70
83 AM	SpEd	SpEd	35	1	35	35	1	35	0	22,018.80	9,726.15
83 MID	SpEd	SpEd	20	1	20	20	1	20	0	12,937.60	3,265.60
83 PM	SpEd	SpEd	35	1	35	35	1	35	0	22,018.80	9,726.15
84 AM	SpEd	SpEd	30	1	30	30	1	30	0	22,018.80	8,336.70
84 PM	SpEd	SpEd	30	1	30	30	1	30	0	22,018.80	8,336.70
85 AM	SpEd	SpEd	48	1	48	48	1	48	0	22,018.80	13,338.72
85 PM	SpEd	SpEd	48	1	48	48	1	48	0	22,018.80	13,338.72
86 AM	SpEd	SpEd	30	1	30	8	1	8	-23	22,018.80	2,084.18
86 MID	SpEd	SpEd	10	1	10	10	1	10	0	22,018.80	2,778.90
86 PM	SpEd	SpEd	30	1	30	8	1	8	-23	22,018.80	2,084.18
87	TBD	Budget Placeholder	80	2	160	80	2	160	0	44,037.60	44,462.40
88	TBD	Budget Placeholder	80	2	160	80	2	160	0	44,037.60	44,462.40
89	TBD	Budget Placeholder	80	2	160	80	2	160	0	44,037.60	44,462.40
			2,170	130	3,469	2,125	130	3,424	-45	\$ 2,338,214.18	\$ 859,631.52
									Individual Contracts	\$ 10,000.00	\$ 10,000.00
									Total	\$ 2,348,214.18	\$ 869,631.52

GALLATIN COUNTY TRANSPORTATION AGREEMENT

OUT-OF-DISTRICT ATTENDANCE APPROVAL

The Board of Trustees of Bozeman Public Schools District No. 07, Gallatin County, and the Board of Trustees of Harrison Public School District No. 23, Madison County, agree and approve the out-of-district transportation of students to attend Harrison Public School for the 2018-2019 school year.

This agreement is for the Cima children (grades 10th, 8th & 7th) that currently reside at 306 Bates Road, Manhattan, MT who are transported by District No.23 buses to attend Harrison Public School.

Board Chairman
School Dist. _____

Board Chairman
School Dist. _____

Date _____

Date _____

Approved by Gallatin County Transportation Committee

County Transportation Committee Chairman

Date _____

June 9, 2015

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

ISSUE: BID APPROVAL – PROPANE MOTOR FUEL

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Mike Waterman, Director of Business Services

OTHERS INVOLVED: Steve Johnson, Deputy Superintendent Operations; Doug Kellie, Transportation Coordinator

DATA EXPANSION: Bid Summary

COST/FUND SOURCE: Estimated \$277,751 first year/ Elementary and High School Transportation Funds

IMPLEMENTATION ACTION: Elementary and High School District ACTION Effective July 16, 2018

ISSUE:
Shall the Board approve the bid from Ferrellgas LP to provide propane motor fuel for our contracted bus service in the 2018-19 through 2022-23 school years?

- FACTS:
1. Bid specifications were prepared and advertised according to District policy and State law.
 2. Two contractors requested and received bid packets, and one contractor supplied a bid.
 3. The District’s current bus contract requires the contractor to purchase fuel, and the contracted rate is adjusted monthly to account for fluctuations in fuel price. The new contract, which becomes effective July 1, 2018, requires the District to purchase fuel directly.
 4. The proposals requested a markup price over the OPIS/Rack Price per gallon at Conway, Kansas. An estimated annual mileage total was used to determine the estimated total cost of the contract. The Summary of Proposals received is attached.
 5. Home-to-school transportation costs—including fuel—are funded by a combination of state and county reimbursements and a permissive (i.e., unvoted) local levy.
 6. The bid packet required \$13,000 for bid security, but the Ferrellgas bid did not include it. The risk of nonperformance is low, so it is recommended that the Board waive the requirement for bid security.

SUPERINTENDENT’S RECOMMENDATION:
It is recommended the Board approve the bid from Ferrellgas LP to provide propane motor fuel for our contracted bus service in the 2018-19 through 2022-23 school years.

- OTHER ALTERNATIVES:
1. Declare Ferrellgas a non-responsible bidder and re-bid the purchase.

DISCUSSION:

The propane bid requires the vendor to supply and maintain a storage tank on the bus barn property. Ferrellgas supplied propane fuel to First Student under the old contract, so they already have a tank installed on the premises.

Ferrellgas' proposed markups over the rack (commodity) price are:

	2018-19	2019-20	2020-21	2021-22	2022-23
Markup	\$0.49	\$0.49	\$0.42	\$0.42	\$0.35

The State of Montana also has a bulk propane term contract available. The 2018-19 markup for that contract is \$0.55 per gallon, \$0.06 per gallon more than Ferrellgas bid for our contract.

BOZEMAN PUBLIC SCHOOLS

PROPANE FUEL BID SUMMARY

June 20, 2018

Bidder	Bid Security Received?	2018-19 Markup	2019-20 Markup	2020-21 Markup	2021-22 Markup	2022-23 Markup
Ferrellgas	No	\$0.49	\$0.49	\$0.42	\$0.42	\$0.35
State of Montana Contract	No	\$0.55	N/A	N/A	N/A	N/A

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson

ISSUE: APPROVE CHROMEBOOK PURCHASE

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Steve Johnson, Deputy Superintendent Operations

OTHERS INVOLVED: Brad Somers, Technology Services Supervisor

DATA EXPANSION: None

COST/FUND SOURCE: \$214,130
Elem. and HS Technology Funds

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective July 16, 2018

ISSUE:

Shall the Board approve the purchase of Chromebooks from the successful bidders?

FACTS:

1. Trustees approved the list of 2018-19 technology purchases on June 12, 2018.
2. Because the total dollar amount exceeded the bid limit of \$80,000, the Chromebook and cart purchase was separately bid.
3. Bids were properly advertised and opened on July 9, 2018.
4. Seven vendors participated in the bid process.
5. The recommended vendors are the low bids that meet the bid specifications.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended the Board approve the following proposals:

<u>Vendor</u>	<u>Product</u>	<u>Amount</u>
CDW-G	540ea. 11" and 508ea. 14" Chromebooks	\$ 214,129.52

OTHER ALTERNATIVE:

1. Do not approve the purchases.

DISCUSSION:

Following are the bid results for the purchase:

Bozeman School District #7							
Bid Results - Chromebooks and Carts							
Bid Opening Date July 9, 2018							
	Quantity	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F
Price 11" A 540	540	86,394.60	111,780.00	90,180.00		89,353.80	99,365.40
Price 11" B 540	540	90,714.60		96,120.00	99,900.00		
Price 14" 508	508	90,926.92	196,164.20	104,632.76	120,396.00	94,574.36	228,757.48
Management console A 11"	540	13,500.00	12,690.00	12,825.00		14,040.00	12,895.20
White glove A 11"	540	3,240.00	5,400.00	1,890.00		2,970.00	3,083.40
Management Console 11": B	540	13,500.00		12,825.00	12,960.00		
White Glove 11": B	540	3,240.00		1,890.00	5,400.00		
Management Console 14	508	12,700.00	11,938.00	12,065.00	12,192.00	13,208.00	2,968.00
White Glove 14	508	3,048.00	5,080.00	1,778.00	5,080.00	2,794.00	12,131.04
CB 11" A Manu specs		HP G5 N3060	Lenovo 100e N3350	HP G5 N3060		HP G5 N3060	Samsung N3060
CB 11" B Manu specs		HP, G6 EE N3350		HP, G6 EE N3350	HP, G6 EE N3350		
CB 14" Manu Specs		HP G5 N3350	Lenovo ThinkPad 13 3855U	HP G5 N3350	HP G5 N3350	HP G5 N3350	Samsung 4/32
11" A w Management console +	540	103,134.60	129,870.00	104,895.00		106,363.80	115,344.00
11" B w Management console +	540	107,454.60		110,835.00	99,900.00		
14" w Management Console +	508	106,674.92	213,182.20	118,475.76	137,668.00	110,576.36	243,856.52
Recommended Order Quantities and Amounts - Vendor A							
HP Chromebook 11 G6 - 11.6" - Celeron N3350 - 4GB RAM - 16 GB SSD w/Man+White	540	198.99	\$107,454.60				
HP Chromebook 14 G5 - 14" - Celeron N3350 - 4GB RAM - 16 GB SSD w/Man+White	508	209.99	\$106,674.92				
Total			\$214,129.52				

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson

ISSUE: SET 2018-19 HEALTH AND DENTAL INSURANCE PRICE TAGS AND SELECT EXCESS RISK INSURANCE PROVIDER

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Mike Waterman, Plan Administrator

OTHERS INVOLVED: Steve Johnson, Deputy Superintendent Operations; Lacy Clark, District Benefits and Wellness Coordinator; Becky Byrne, Insurance Consultant

DATA EXPANSION: Recommended Health and Dental Price Tags, 10-Year Health Insurance Rate Comparison

COST/FUND SOURCE: Est. \$167,000 Increase/All Funds

IMPLEMENTATION

ACTION: Elementary and High School District ACTION Effective July 16, 2018

ISSUE:

Set health and dental price tags for the 2018-19 insurance plan year with an effective date of September 1, 2018, and select the Excess Risk Insurance provider.

FACTS:

1. The district has had a self-funded medical insurance plan since 1990. Since the district assumes a portion of the risk in a self-funded program, excess risk insurance is purchased to protect the district from excessive losses. We also hire a third-party administrator to process the claims.
2. The District's Plan year starts on September 1.
3. Blue Cross/Blue Shield has been the District's third-party claim administrator since September 1, 2007.
4. We currently purchase excess risk coverage for individual claims that exceed \$225,000 per year and aggregate claims for the entire plan that exceed 125% of expected claims. In addition, we added \$100,000 of Aggregating Excess Risk for 2017-18.
5. We received proposals for excess risk coverage from three companies. The proposals were evaluated and Munich RE was selected because they again offered the lowest cost to the plan. No changes are recommended to the stop loss limits.
6. In 2016, the District negotiated with Blue Cross/Blue Shield (BCBS) for renewal of our Third-Party administration. The agreement runs three years, and 2018-19 is the final year of the agreement. All negotiated administration fees are included in the recommended price tags.
7. The District currently offers four plan structures to meet our employees' varying needs. These structures include a \$1,500 deductible traditional plan along with \$2,700, \$5,000, and \$6,650 High-Deductible Health Plan (HDHP) options. The \$2,700 and \$6,650 deductible limits have been increased by \$100 each in 2018-19 to match changes in the minimum and maximum HDHP limits allowed by the IRS.

8. The \$2,700, \$5,000 and \$6,650 HDHP options are (HSA) qualified. The \$1,500 deductible plan option is eligible for a Medical Flexible Account.
9. The \$6,650 plan option was added to help the district comply with the Federal Affordable Care Act (ACA). Under the ACA an employee that works at least 30 hours per week is considered full time and must be provided “affordable” insurance. The district provides prorated insurance benefits to part time employees that work less than 40 hours per week. Therefore, the lower-cost \$6,650 deductible plan allows the district to meet the affordability requirements for part time employees that work between 30 and 40 hours per week.

SUPERINTENDENTS RECOMMENDATION:

It is recommended that the Board set monthly insurance price tags for the 2018-19 Plan Year, and extend an agreement with Munich RE for excess risk insurance.

OTHER ALTERNATIVES:

1. Do not approve the recommendation and request the administration bring back another.

DISCUSSION:

Under self-funding the district collects, retains, and invests all price tag amounts until claims are presented. A third-party (Blue Cross Blue Shield) is hired to pay the claims for the health plan. The dental and vision plan claims are administered and paid in-house. The District purchases excess risk insurance to limit the risk of the plan. This excess risk coverage is purchased both on an individual and an aggregate basis. Beginning in 2017-18, we also added a \$100,000 “Aggregating Excess Risk” policy.

In 2013-14 the district implemented a Wellness Plan that provides financial incentives to plan participants for completing certain prevention-related activities. The program has been successful in helping identify medical problems early and holding down escalating medical costs. Therefore, we will continue the incentive program in the 2018-19 plan year. The incentive plan provides insured adults the option to “earn back” up to \$250 by completing certain wellness activities.

**BOZEMAN PUBLIC SCHOOLS
HEALTH AND DENTAL - MONTHLY PRICE TAGS FOR 2018-19 - ACTIVE EMPLOYEES**

	2017-18			Price Tags Effective September 1, 2018				2018-19 Change		
	Price Tag 2017-18	Full Time		Price Tag 2018-19	Percent Change in Price Tags ↓ ↓ ↓	Full Time		Price Tag	District Share	Employee Share
		District Share	Employee Share			District Share	Employee Share			
A. (Traditional Plan) - Deductible \$1,500										
Employee Only	780	544	236	831	6.5%	559	272	51	15	36
Employee & Spouse	1,264	801	463	1,346	6.5%	824	522	82	23	59
Employee & Children	1,059	692	367	1,128	6.5%	712	416	69	20	49
Employee & Family	1,462	925	537	1,557	6.5%	952	605	95	27	68
B. High Deductible Health Plan (HDHP) - Deductible \$2,700 (\$2,600 in 2017-18)										
Employee Only	668	544	124	693	3.7%	559	134	25	15	10
Employee & Spouse	1,080	801	279	1,120	3.7%	824	296	40	23	17
Employee & Children	909	692	217	943	3.7%	712	231	34	20	14
Employee & Family	1,254	925	329	1,300	3.7%	952	348	46	27	19
C. Catastrophic HDHP - Deductible \$5,000										
Employee Only	547	544	3	567	3.7%	559	8	20	15	5
Employee & Spouse	884	801	83	917	3.7%	824	93	33	23	10
Employee & Children	745	692	53	773	3.7%	712	61	28	20	8
Employee & Family	1,028	925	103	1,066	3.7%	952	114	38	27	11
D. Minimum Essential Coverage HDHP - Deductible \$6,650 (\$6,550 in 2017-18)										
Employee Only	511	544	(33)	530	3.7%	559	(29)	19	15	4
Employee & Spouse	828	801	27	859	3.7%	824	35	31	23	8
Employee & Children	694	692	2	720	3.7%	712	8	26	20	6
Employee & Family	960	925	35	996	3.7%	952	44	36	27	9
AVERAGE PRICE TAG INCREASE										
Employee Only	51	22		29		15				
Employee & Spouse	82	35		46		23				
Employee & Children	69	29		39		20				
Employee & Family	95	40		54		27				
OVERALL AVERAGE P	74			-						
Dental Reimbursement										
Employee Only	40	25	15	40		25	15	-	-	-
Employee & Spouse	48	25	23	51		25	26	3	-	3
Employee & Children	48	25	23	53		25	28	5	-	5
Employee & Family	55	25	30	60		25	35	5	-	5

BOZEMAN PUBLIC SCHOOLS
RECOMMENDED HEALTH AND DENTAL PRICE TAGS
Plan Year September 1 through August 31

7/3/2018

Ten Year Comparison of Monthly Health Insurance Price Tags

	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
<u>TRADITIONAL PLANS:</u>										
\$400 Deductible - 70/30 Copay										
Employee Only	\$ 550	\$ 622								
Employee W/ Spouse	883	998								
Employee W/ Children	740	836								
Employee W/ Family	1,019	1,151								
\$800 Deductible - 75/25 Copay										
Employee Only	486	549								
Employee W/ Spouse	780	881								
Employee W/ Children	655	740								
Employee W/ Family	900	1,017								
\$1,500 Deductible - 80/20 Copay										
Employee Only	434	490	490	549	576	602	650	730	780	831
Employee W/ Spouse	703	794	794	889	933	975	1,053	1,182	1,264	1,346
Employee W/ Children	592	669	669	749	786	818	883	991	1,059	1,128
Employee W/ Family	813	919	919	1,029	1,080	1,129	1,218	1,368	1,463	1,557
<u>HIGH DEDUCTIBLE HEALTH PLANS:</u>										
Minimum Deductible										
Individual Deductible*:			<u>\$2,500</u>	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$2,600</u>	<u>\$2,600</u>	<u>\$2,600</u>	<u>\$2,700</u>
Employee Only			455	510	520	542	585	625	668	693
Employee W/ Spouse			732	820	836	877	946	1,010	1,080	1,120
Employee W/ Children			618	692	706	738	796	850	909	943
Employee W/ Family			846	948	967	1,018	1,099	1,173	1,254	1,300
Mid-Level Deductible										
Individual Deductible*:			<u>\$5,000</u>							
Employee Only			409	452	425	444	479	512	547	567
Employee W/ Spouse			649	727	683	718	774	827	884	917
Employee W/ Children			550	616	579	605	653	697	745	773
Employee W/ Family			749	839	789	834	900	962	1,028	1,066
Maximum Deductible										
Individual Deductible*:								<u>\$6,350</u>	<u>\$6,550</u>	<u>\$6,650</u>
Employee Only								482	511	530
Employee W/ Spouse								781	828	859
Employee W/ Children								655	694	720
Employee W/ Family								906	960	996
<u>DENTAL REIMBURSEMENT PLAN</u>										
Employee Only	40	40	40	40	40	40	40	40	40	40
Employee W/ Spouse	48	48	48	48	48	48	48	48	48	51
Employee W/ Children	48	48	48	48	48	48	48	48	48	53
Employee W/ Family	55	55	55	55	55	55	55	55	55	60

* Family deductible and maximum out-of-pocket are two times the individual deductible.

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

TITLE: REVISED POLICY #3330, EXTRA-CURRICULAR CHEMICAL USE POLICY, 2ND READING

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Marilyn King, Deputy Superintendent Instruction

OTHERS INVOLVED: Rob Watson, Superintendent; Jerry Reisig, Activities Director; Kevin Conwell, BHS Principal; Lynda White, District Attorney

DATA EXPANSION: Revised Policy #3330

COST/FUND SOURCE: N/A

IMPLEMENTATION ACTION: Elementary and High School District ACTION Effective July 16, 2018

ISSUE:
Approval of revisions to District Policy #3330, Extra-Curricular Chemical Use Policy.

- FACTS:
1. The proposed revisions were first presented to the Board on June 28, 2018.
 2. Portions of the Extra-Curricular Chemical Use Policy are being recommended to be revised in order to increase clarity. The revisions include specificity related to practices and competitions. The proposed revisions also include additional explicit definition of which extracurricular activities are related to the policy as well as increasing the penalty for a first violation when a student attends a gathering where prohibited substances are present.
 3. Additional review by central office administration occurred subsequent to the Board discussion on June 28, 2018. The progressive nature of the policy was considered and reaffirmed. The proposed revisions allow some administrative flexibility to allow students to participate in practices after a violation.
 4. The policy revisions support:
Goal Area #1: Academic Performance: Every student meets or exceeds the high academic standards of the Bozeman Public School District, and
Goal Area #4: Student and Staff Safety/Health/Welfare: Bozeman Public Schools has effective systems in place for students and staff to learn and work in a safe and healthy environment.

SUPERINTENDENT'S RECOMMENDATION:
It is recommended that the Board approve revisions to District Policy #3330, Extra-Curricular Chemical Use Policy, as presented.

- OTHER ALTERNATIVES:
1. Do not approve.
 2. Request additional revisions.

STUDENTS

Extra-Curricular Chemical Use Policy**POLICY PURPOSE**

It is the position of the Bozeman Public Schools that participation in extra-curricular activities is a privilege extended to the students who are willing to make the commitment to adhere to the rules that govern the program. It is the District's belief that participation in organized activities can contribute to the all-around development of young men and women and that implementation of these rules will serve the following purposes:

1. To emphasize concern for the health and well being of students.
2. To provide a chemical-free environment that will encourage healthy development.
3. To promote a sense of self-discipline among students.
4. To confirm and support existing state laws prohibiting the use of certain dangerous chemicals and substances.
5. To emphasize standards of conduct for those students who through their participation are leaders and role models for their peers and the younger students.
6. To assist students who desire to resist peer pressure, which often directs them towards the use of illegal and dangerous chemicals and substances.

PROHIBITED ACTIVITIES

1. A student shall not use, have in possession, sell or distribute alcohol, drug paraphernalia, or illegal drugs at any time.
2. A student shall not abuse prescription, non-prescription drugs, pharmaceuticals or use dangerous substances. This policy is not intended to apply to the use of prescribed drugs, under a doctor's supervision, when those drugs are used in the prescribed manner.
3. A student shall not use, have in possession, sell or distribute tobacco, nicotine and any other tobacco innovation in any form at any time.
4. Students shall not knowingly attend gatherings or functions where prohibited substances or chemicals are being used illegally. A student who unknowingly attends a gathering or function where prohibited substances or chemicals are being illegally used must leave that gathering or function as soon as he or she knows, or reasonably should know, that prohibited substances or chemicals are being used illegally.

APPLICATION

This policy applies to all middle **school students who are involved in extra curricular activities that are supported by the district** and high school students who are involved in the ~~extra-curricular Activities~~ **MHSA-sanctioned extracurricular activities** program. -This policy is in effect each school year from the date of the first practice for Fall activities (August) until the last day of school (June). For purposes of determining the appropriate discipline, violations are cumulative and will carry forward from year to year throughout the student's period of attendance **while** in middle and high school. **Similarly, violations are cumulative and will carry forward from year to year throughout the student's period of attendance while in high school.** A student will be punished according to this policy and any other applicable District and School policies for violations that occur during the school year regardless of whether the violation occurred during the student's activity season or not.

DISCIPLINE

A school staff member can be made aware of the violation of this alcohol/drug/tobacco policy by any source (but not limited to) police, school personnel, counselors, coaches, advisors, community members, parents and other students.

PENALTIES FOR DRUG AND ALCOHOL VIOLATIONS

First Violation - Drug or Alcohol

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from competition for the current activities season;
3. Students will be encouraged to enroll and participate in chemical awareness class approved by the District before they will be eligible to participate in further activities;
4. The student may or may not be allowed to participate in **practices in the current season and may be suspended from** ~~or~~ future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;
5. The student may be subject to further disciplinary proceedings including expulsion and referral to law enforcement.

Second Violation - Drug or Alcohol

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from competition for the current activities season;
3. Students must enroll and participate in a chemical awareness class approved by the District before they will be eligible to participate in further activities;
4. The student may or may not be allowed to participate in **practices in the current season and may be suspended from** ~~or~~ future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;
5. The student may be subject to further disciplinary proceedings including expulsion and referral to law enforcement.

PENALTIES FOR TOBACCO OR NICOTINE VIOLATIONS

First Violation - Tobacco, Nicotine or Any Other Tobacco Innovation

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from participation in competitions for the activity for 20 calendar days. The student will be allowed to participate in practices;
3. Students will be encouraged to enroll and participate in a tobacco awareness class approved by the District, provided that such a class is available, before they will be eligible to participate in further activities;
4. The student may be subject to other team discipline as provided by the coach/sponsor;
5. The student may be referred to law enforcement for citation if appropriate. The student may also be subject to further disciplinary proceedings including expulsion.

Second Violation - Tobacco, Nicotine or Any Other Tobacco Innovation

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from participation in competitions for the activity for the remaining activity season;
3. Students must enroll and participate in a tobacco awareness class approved by the District, provided that such a class is available, before they will be eligible to participate in the current or next extracurricular activities season;
4. The student may be subject to other team discipline as provided by the coach/sponsor;
5. The student may be referred to law enforcement for citation if appropriate. The student may also be subject to further disciplinary proceedings including expulsion.

PENALTIES FOR VIOLATING GATHERING CLAUSE

Administration may consider a student's honesty and the student's choice to be forthcoming with regard to a violation of this section when there is discretion for leniency in the application for a particular consequence.

First Violation - Attending Gathering Where Prohibited Substances are Present

1. Warning **and exclusion from competition for up to seven calendar days, but student will be allowed to continue practices and will resume competition after the consequence is completed.** ~~documented by Activities Director.~~ There shall be **only** one warning for middle school students and **only** one warning for high school students. The warning is for those students who unknowingly attend a function where illegal substances are present or being provided and fail to leave as soon as they know, or a reasonably prudent person would know, that a prohibited substance or chemical is being used or is present.

Next Violation - After Warning

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from competition for 14 calendar days, but the student will be allowed to continue practice and will resume competition after the 14 calendar days suspension from competition is completed;
3. Student will be encouraged to enroll and participate in an awareness class approved by the District before they will be eligible to participate in the current or next sports season;
4. The student may or may not be allowed to participate in **practices in the current season and may be suspended from** ~~or~~ future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;
5. The student may be subject to further disciplinary proceedings including expulsion.

Second Violation - After Warning

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from competition for the current activities season;
3. Student must obtain a professional substance abuse evaluation and follow the evaluation recommendations;
4. The student may or may not be allowed to participate in **practices in the current season and may be suspended from** ~~or~~ future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;
5. The student may be subject to further disciplinary proceedings including expulsion.

THIRD VIOLATION FOR ALL PROHIBITED ACTIVITIES

Any student who has a third violation of this policy for any activity or any combination of prohibited activities, shall receive the following consequences:

1. Meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Student will be prohibited from participation **in practice and competition** in school extra-curricular activities (as defined in this policy) for 12 consecutive months from the time the third violation is verified;
3. Referral for professional help;
4. ~~The student may or may not be allowed to participate in extracurricular activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;~~
5. The student may be subject to further disciplinary proceedings including expulsion and referral to law enforcement.

END OF/OUT OF SEASON VIOLATIONS

In the event a student violates this policy at the end of a current activities season **or out of the student's activity season**, the coach or administration has the discretion to continue the discipline into the student's following activities season by restricting participation in competitions for up to five games/events. This provision cannot be imposed beyond 12 months of the date of the infraction. This discretion will take into consideration the severity of violation by the student and whether or not the student has any prior violations.

STUDENT COOPERATION

All students subjected to this policy are expected to cooperate, with honesty and integrity, with administrators, staff and coaches who may be investigating violations of this policy. Refusal to cooperate in an investigation and/or impeding an investigation will result in disciplinary consequences.

If a student is found to have violated this policy, the student, parent, guardian or care-taker relative will be notified by a school administrator. The administrator will provide notice of the type of discipline to be administered or recommended.

IF THE STUDENT IS REFERRED TO THE BOARD OF TRUSTEES FOR *EXPULSION OR OTHER* DISCIPLINARY ACTION, THE STUDENT SHALL BE PROHIBITED FROM ANY PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES UNTIL OR UNLESS THE BOARD OF TRUSTEES DETERMINES OTHERWISE. All matters referred to the Board of Trustees will be afforded the due process as set forth in District Policy 3300 and 3300P.

DEFINITIONS

Terms used in this policy shall be given their ordinary and reasonable meaning. In addition, the following specific definitions apply:

School Year: The period of time from the date of first practice for Fall activities (usually in August) to the last day of regularly scheduled school classes (usually the following June).

Activities Season: The time period for those activities for which MHSAA establishes a starting and ending date, including MHSAA sanctioned pre-season activities and post-season competitions. For these activities that are not defined by an MHSAA starting and ending date, the time period for starting and ending dates will be established including pre-season practices and post-season competition.

Extra-Curricular Activities: Extracurricular activities include, but are not limited to: Football, Volleyball, Soccer, Golf, Cross Country, Basketball, Wrestling, Swimming, Cheerleading, **Dance**, Forensics, Speech & Debate, Drama, Tennis, Softball, Track & Field and Pep Band. 7th and 8th Grade Activities: Basketball, Football, Softball, Track & Field, Volleyball and Wrestling.

STATEMENTS TO BE SIGNED BY PARTICIPANTS AND PARENT/GUARDIAN

I HAVE READ AND UNDERSTAND THE ABOVE POLICY AND AGREE TO FOLLOW THE RULES OF THIS POLICY AND ANY OTHER TEAM RULES IMPOSED BY MY COACH AND MY SCHOOL'S RULES FOR STUDENT CONDUCT.

STUDENT'S SIGNATURE

DATE

PARENT/GUARDIAN SIGNATURE

DATE

Cross Reference: 3310P1, P2, P3 Behavior and Discipline Reporting
 4312 Review of Services of Staff or Programs
 4312P Uniform Complaint Procedure

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

TITLE: PERSONNEL ACTIONS

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Pat Strauss,
Director of Human Resources

OTHERS INVOLVED: Robert Watson,
Superintendent

DATA EXPANSION: Accompanying Personnel
Actions Report

COST/FUND SOURCE: Salaries are listed for each employee

IMPLEMENTATION ACTION: Elementary and High School District ACTION
Effective July 16, 2018

SUPERINTENDENT'S RECOMMENDATION:
It is recommended that the Board of Trustees confirm the attached personnel actions involving certified and classified personnel. Also attached is a report of administrative actions regarding personnel which have transpired since the last meeting.

DISCUSSION:
These appointments are made as the result of careful attention to Board policy, Title IX regulations, and Federal and State laws. All applicants are evaluated with respect to the criteria for each advertised position to ensure that only the most suitable candidates are recommended.

July 16, 2018

REQUIRES BOARD ACTION

Confirmation of Employment (Administrative)

Name	Position	Level/Step	Effective	Salary
O'Neill, Tami	Assistant Principal, 1.0 FTE BHS (1 year only)	BA(M)+75, Step 11, (\$63,712) plus stipend for admin duties (\$28,907.80)	7/1/2018	\$92,619.80

Confirmation of Employment (Certified)

Name	Position	Level/Step	Effective	Salary
Arnold, Sallie	Music Teacher, 1.0 FTE, HAWT	BA(M)+45, Step 5	8/21/2018	\$52,811.00
Blouse, Amanda	SPED Teacher, 1.0 FTE, GGDTC	BA(M)+45, Step 2	8/20/2018	\$46,552.00
Brewster, Sarah "Courtney"	SPED Teacher, .80 FTE, BHS	BA, Step 3	8/20/2018	\$34,335.20
Horton, Lindsay	School Counselor, .40 FTE, HYLTL, .50 FTE, LONG	BA(M)+105, Step 5	8/20/2018	\$53,415.90
Mathias, Elijah	Business Ed Teacher, .80 FTE, BHS	BA, Step 1	8/20/2018	\$32,300.00
Rabinski, Mathew	Elementary Teacher, 1.0 FTE, IRVG	BA(M)+45, Step 1	8/20/2018	\$47,683.00
Underwood, Dana	Elementary Teacher, 1.0 FTE, EMDI	BA, Step 3	8/20/2018	\$42,919.00
Walker, Julie	School Counselor, .70 FTE, WHIT	BA(M)+75, Step 3	8/22/2018	\$37,447.90

Confirmation of Employment (Professional)

Name	Position	Level/Step	Effective	Salary
Dickerson, Will	HS SPED Coordinator, 1.0 FTE, BHS	Non Unit	8/20/2018	\$67,768.00

Confirmation of Request for Leave of Absence (Certified)

Name	Position	Reason	Effective Dates
Bernard, Ann	Core Teacher, 1.0 FTE, SMS	FMLA	9/4/18 - 11/1/18
Shafer, Whitney	Elementary Teacher, 1.0 FTE, LONG	FMLA	11/5/18 - 2/20/19

Confirmation of Resignations/Terminations (Professional)

Name	Position	Reason	Effective	Years of Service
Child, Libby	HS SPED Coordinator, 1.0 FTE, Non Unit, \$8,028.72, BHS	Retirement	9/18/2018	13.1

Confirmation of Resignations/Terminations (Classified)

Name	Position	Reason	Effective	Years of Service
LaForge, Kathy	Bookkeeper - Secretary, 1.0 FTE, E26, \$19.16/hr., BHS, 9.5 months	Retirement	8/31/2018	25.1
McClain, Michael	Custodian, .50 FTE, G04, \$15.77/hr., 12 mos., Before/Afterschool Program Director, .50 FTE, Non Unit, \$16.00/hr., HYLTL, 9.5 mos.	Resignation	6/7/2018	3.9
Peters, Jennifer	Discretionary PARA, .40 FTE, Crosswalk PARA, .0375 FTE, B04, \$11.55/hr., MDLK, 9.25 mos.	Resignation	6/6/2018	5 mos.

REPORT OF ADMINISTRATIVE ACTIONS

Changes and Revisions in Contracts (Certified)

Name	From	To	Effective	Reason
Hoff, Lars	Elementary Teacher, 1.0 FTE, BA(M)+75, Step 6, \$56,485, WHIT	Elementary Teacher, 1.0 FTE, BA(M)+75, Step 7, \$58,625, IRVG	8/22/2018	Internal Transfer

July 16, 2018

REPORT OF ADMINISTRATIVE ACTIONS (con't)

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

Name	From	To	Effective	Reason
Nichelson, Susan	SPED Teacher, .80 FTE, BA(M)+105, Step 8, \$49,802.40, MOST	Elementary Teacher, 1.0 FTE, BA(M)+105, Step 9, \$64,439, IRVG	8/22/2018	Internal Transfer
Skinner, Caitlin	English Teacher, 1.0 FTE, BA(M)+90, Step 6, \$58,988, BHS	English Teacher, .60 FTE, Instructional Coach .40 FTE, BA(M)+90, Step 6, \$58,988, BHS	8/22/2018	Internal Transfer
Sullivan, Olivia	School Counselor, 1.0 FTE, BA(M)+75, Step 2, \$51,473, CJMS	School Counselor, 1.0 FTE, BA(M)+75, Step 3, \$53,497, BHS	8/22/2018	Internal Transfer

Changes and Revisions in Contracts (Professional)

Name	From	To	Effective	Reason
Selvig, Brittany	SUPT SVCS Supervisor, 1.0, Non Unit, \$77,500, SUPT SVCS, 12 mos.	SUPT SVCS Supervisor, 1.0, Non Unit, \$71,042, SUPT SVCS, 12 mos.	8/1/2018	Correction to salary and effective date

Stipends - Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Bishop, Cyndee	Dance Team - Head Coach - BHS	\$3,671.00	1	8/9/17 - 11/20/17

Stipends - Not Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Arndt, Suzanne	ESY Teacher - Elementary (Hrly. Rate)	\$23.00		8/15/18 - 8/21/18
Bain, Jennifer	ADED Instructor (Hrly. Rate)	\$15.00		1/8/18 - 6/30/18
Bennett, Joy	17-18 Temporary Custodial Summer Help - MOST (Hrly. Rate)	\$14.13		6/12/18 - 6/30/18
Bennett, Joy	18-19 Temporary Custodial Summer Help - MOST (Hrly. Rate)	\$14.40		7/1/18 - 8/31/18
Braton, Cassidy	ESY Behavior Specialist - MS/HS (Hrly. Rate)	\$23.81		6/18/18 - 8/21/18
Doe-Stephens, Aimee	Math STREAM Grant year 6 - Ratio and Proportion	\$750.00		4/15/18 - 5/6/18
Hackler, Nathan	17-18 temporary IT summer help - inventory and processing new equipment - 20 hrs./wk. (Hrly. Rate)	\$14.13		6/20/18 - 6/30/18
Hackler, Nathan	18-19 temporary IT summer help - inventory and processing new equipment - 20 hrs./wk. (Hrly. Rate)	\$14.40		7/1/18 - 8/24/18
Hargrove, Amanda	ESY Teacher - HS (Hrly. Rate)	\$23.00		6/1/18 - 8/21/18
Hillenius, Mike	Artistic Design - Intermountain Opera	\$2,580.00		4/30/18 - 5/14/18
Hostetler, Michelle	Textbook Inventory - Up to 8 hrs./day not to exceed 3 days (Hrly. Rate)	\$17.35		July, 2018
Huckleberry, Amanda	ESY PARA - Elementary (Hrly. Rate)	\$14.40		August 15-21, 2018
Maddock, Patty	Summer Credit Recover - Up to 4 hrs./day (Hrly. Rate)	\$23.00		6/18/18 - 7/6/18

July 16, 2018

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Not Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Maddock, Patty	Online Summer Credits Course - Up to 3 hrs./wk.	\$23.00		6/11/18 - 8/24/18
Marsh, Myriah	17-18 Temporary Custodial Summer Help - SMS (Hrly. Rate)	\$14.13		6/18/18 - 6/30/18
Marsh, Myriah	18-19 Temporary Custodial Summer Help - SMS (Hrly. Rate)	\$14.40		7/1/18 - 8/31/18
Menig, Katie	ESY PARA - Elementary (Hrly. Rate)	\$14.40		7/9/18 - 8/9/18
Mulhill, Keegan	17-18 Temporary Custodial Summer Help - BHS (Hrly. Rate)	\$14.13		6/12/18 - 6/30/18
Mulhill, Keegan	18-19 Temporary Custodial Summer Help - BHS (Hrly. Rate)	\$14.40		7/1/18 - 8/31/18
Schomer, James	ESY PARA - Elementary (Hrly. Rate)	\$14.40		6/18/18 - 8/21/18
Sorg-Hackler, Cheri	ESY Speech Path - Elementary (Hrly. Rate)	\$53.14		6/18/18 - 8/21/18
Stone, Cynthia	Travel Stipend - 2 sites	\$270.00		2017-2018
Tetrault, Jack	17-18 Temporary Custodial Summer Help - BHS (Hrly. Rate)	\$14.13		6/12/18 - 6/30/18
Tetrault, Jack	18-19 Temporary Custodial Summer Help - BHS (Hrly. Rate)	\$14.40		7/1/18 - 8/31/18
Todd, Emilee	ESY Teacher - Elementary (Hrly. Rate)	\$23.00		7/23/18 - 8/9/18
Todd, Emilee	ESY PARA - Elementary (Hrly. Rate)	\$14.40		July 9-19, 2018

	Wilson	Willett	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
 July 16, 2018

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: July 16, 2018

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: POLICY REVIEW –
DISTRICT POLICY #2330 –
ACADEMIC FREEDOM
DISTRICT POLICY #2321 –
GUEST SPEAKERS
DISTRICT POLICY #2331 –
CONTROVERSIAL ISSUES

CATEGORY: DISCUSSION AND REPORTS

ORIGINATED
BY: Marilyn King,
Deputy Superintendent Instruction

OTHERS
INVOLVED: Instructional Cabinet

DATA
EXPANSION: District Policy #2330 - Academic Freedom
District Policy #2321 - Guest Speakers
District Policy #2331 - Controversial Issues
[Presentation](#)

COST/FUND
SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
July 16, 2018

DISCUSSION:

Three policies guide the instructional work for teachers and help appropriately frame classroom discussions and student activities:

- District Policy #2330 - Academic Freedom
- District Policy #2321 - Guest Speakers
- District Policy #2331 - Controversial Issues.

The District has reviewed these policies as part of its regular review cycle. No revisions are recommended.

These policies will be presented and discussed with 6-12 instructional staff in the fall of the 2018-19 school year.

INSTRUCTION

Academic Freedom

Education may be fostered and promoted in an atmosphere in which academic freedom for staff is encouraged and promoted with due consideration to the rights of the students and community. Teachers are entitled to academic freedom subject to accepted standards of professional responsibility and within the bounds of the district curriculum. These responsibilities are defined as commitment to democratic tradition, a concern for the rights, welfare, growth and development of children, objective scholarship, and recognition of the maturity level of students.

Cross Reference: Policy #2331

Adopted: 11/24/86

INSTRUCTION

Guest Speakers

The district encourages the extension of instructional experiences through the use of guest speakers. A sound education requires that students face issues and gain access to divergent points of view.

The superintendent shall establish procedures for the approval of the use of a guest speaker. When an invited speaker expresses opinions which are partisan or considered controversial by a large portion of the community, the school shall provide for the presentation of opposing views.

Adopted: 11/24/86

INSTRUCTION

Controversial Issues

The district shall offer courses of study which will afford learning experiences appropriate to the level of student understanding. The instructional program shall respect the right of students to face issues, to have free access to information, to study under teachers in situations free from prejudice, and to form, hold, and express their own opinions without personal prejudice or discrimination.

Teachers shall guide discussions and procedures with thoroughness and objectivity to acquaint students with the need to recognize opposing viewpoints, importance of fact, value of good judgment, and the virtue of respect for conflicting opinions.

Cross Reference: 2311 Instructional Materials

Adopted: 11/24/86

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: LONG RANGE STRATEGIC PLAN (LRSP) UPDATE

CATEGORY: DISCUSSION AND REPORTS

ORIGINATED BY: Rob Watson, Superintendent

OTHERS INVOLVED: Principals and Directors

DATA EXPANSION: [2017/18 LRSP Implementation Framework](#)
[2017/18 LRSP Focus Areas and Action Plans](#)
[2017/18 LRSP Board Education](#)

COST/FUND SOURCE: N/A

IMPLEMENTATION ACTION: Elementary and High School District DISCUSSION
 Effective July 16, 2018

DISCUSSION:

Bozeman Public Schools launched a strategic planning process in the fall of 2007 to bring more rigor to the process of setting goals and to strategically focus our resources. This process was initiated to build a stronger and more vital School District that is widely recognized as delivering outstanding education to students.

2017/18 was the 10th year of implementing the Long Range Strategic Plan (LRSP). The Board of Trustees at their regular meeting in September discussed the LRSP Implementation Framework, which included focus and objectives for the school year.

The following links provide end of school year updates for 2017/18

- [2017/18 LRSP Implementation Framework - Updated](#)
- [2017/18 Focus Areas and Action Plans](#)

The Board participated in Board luncheons in each of our schools and departments. The luncheons/presentations provided Trustees with progress on the LRSP action plans, including successes and challenges of implementation. In addition, the Board received district data during each regular Board meeting in a new format known as “Board Education.” These education sessions focused on baseline data as it related to the academic markers of the [College and Career Framework](#).

Board Education Sessions: [2017/18 LRSP Board Education](#)

- 9/11/2017: Gifted Education Program
- 10/9/2017: K-5 STEM Initiative
- 12/18/2017: Attendance
- 1/8/2018: Early Literacy
- 2/12/2018: High School Programming Update
- 3/5/2018: Tech and Writing Literacy
- 4/9/2018: Algebra Readiness
- 5/14/2018: College and Career Readiness, Part 1
- 6/11/2018: College and Career Readiness, Part 2

This time has been set-aside for Trustees to receive an update on the implementation framework for 2017/18, in preparation of the year-end report to be adopted by the Board at the August meeting.

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: 2018-19 BUDGET DISCUSSION
– ALL FUNDS

CATEGORY: DISCUSSIONS AND REPORTS

ORIGINATED BY: Mike Waterman,
Director of Business Services

OTHERS INVOLVED: Steve Johnson, Deputy Superintendent
Operations; All Administrators

DATA EXPANSION: None

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
July 16, 2018

DISCUSSION:

State law requires Trustees to adopt final 2018-19 budgets on or before August 25. As such, the budgets will be on the August 13, 2018 agenda for approval. After the Board adopts the final budget in August, the budget document will be posted on the District website. Hard copies of the budget document will be available upon request.

Please note that the budget information to be presented is preliminary. We will review changes at the August 13 Board meeting.

FUTURE BOARD MEETINGS AND OTHER IMPORTANT DATES

August 13, 2018	Regular Board Meeting
September 10, 2018	Regular Board Meeting
September 24, 2018	Special Board Meeting
October 8, 2018	Regular Board Meeting
October 22, 2018	Special Board Meeting
November 12, 2018	Regular Board Meeting
December 10, 2018	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 2018-2019

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

DATES TO REMEMBER

Aug 22 - 24	K-12 PIR Days (School Not In Session)
Aug 27	School Begins 1-12
Aug 30	K Full Day Begins
Sep 3	Labor Day Holiday
Oct 8 - 9	K-5 P/T Conferences (No School K-5)
Oct 19 - 20	Flexible PIR Days (No School K-12)
Nov 21 - 23	Thanksgiving Holiday
Nov 26	K-12 PIR Day (No School K-12)
Dec 24 - Jan 4	Winter Break
Jan 21	K-12 PIR Day (No School K-12)
Jan 22	9-12 PIR Day (No School 9-12)
Feb 18	Presidents' Day Holiday
Mar 18 - 22	Spring Break
Apr 11	K-5 Parent/Teacher Conf 6-8 PIR Day (No School K-8)
Apr 12	K-5 Parent/Teacher Conf K-12 PIR Day (No School K-12)
May 24	K-12 PIR Day (No School K-12)
May 27	Memorial Day Holiday
Jun 2	Graduation!
Jun 6	Last Day Of School Students Released @ 12:45

GRADING PERIODS

K-5:	Jan 18 Jun 6
6-8:	Nov 20 Mar 1 Jun 6
9-12:	Period 1 - Oct 5 Period 2 - Nov 21 1st Sem - Jan 19 Period 1 - Mar 1 Period 2 - Apr 19 2nd Sem - Jun 6

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
	Kindergarten Starts

With the approval of this calendar, the Board of Trustees, in commemoration of Martin Luther King Day (1/21/19), 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.