



Board Packet

October 12, 2020

Bozeman School District 7

404 West Main
Bozeman, Montana 59715

Core Purpose

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

Core Values

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

Big Audacious Goal – Envisioned Future

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

Goals of the Bozeman Public School District

Goal Area 1: Academic Performance:

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

Goal Area 2: Operations and Capacity Building:

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

Goal Area 3: Community Engagement and External Relations:

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

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

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



Welcome to the Bozeman Public Schools Board of Trustees meeting!

If this is your first meeting

If this is your first time attending a meeting, let us extend our special welcome! These meetings are designed to give everyone the opportunity to participate in seeing how the Bozeman trustees facilitate school business.

What is the purpose of these meetings?

The meetings of the Bozeman Public Schools Board of Trustees are always open to the public. These meetings are held to officially conduct the business of the school district, as governed by Montana law. Trustees are responsible for key decisions, some of which include hiring of employees, reviewing negotiated agreements, approving new curriculum or changes to existing curricula, facility usage requests, and paying of monthly expenses.

How can I address the trustees?

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

The Board meeting will be held in the Willson Auditorium, 404 W. Main Street. Capacity in the Auditorium will be capped at 91 people. Those in attendance are required to wear masks and socially distance from others in the audience. The meeting will also be available to view and participate in via Zoom. Public comment can be made in person or through Zoom.

[Zoom Meeting Link](#)

Remember our Disclaimer:

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

[Double click to return to Agenda](#)



BOARD OF TRUSTEES

TERM

Sandra Wilson -- Board Chair	2021
Greg Neil -- Vice Chair	2023
Kevin Black	2023
Douglas Fischer	2021
Gary Lusin	2021
Tanya Reinhardt	2022
Wendy Tage	2021
Andrew Willett	2022

EXECUTIVE CABINET

POSITION

Bob Connors	Superintendent
Marilyn King	Deputy Superintendent Instruction
Steve Johnson	Deputy Superintendent Operations
Casey Bertram	Deputy Superintendent Curriculum & Technology
Pat Strauss	Director of Human Resources

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

BOARD OF TRUSTEE STANDING COMMITTEE ASSIGNMENTS

Board of Trustee Standing Committees

Long-Range Strategic Planning (LRSP)

Trustees

Kevin Black
Greg Neil

Long-Range Facilities Planning (LRFP)

Trustees

Douglas Fischer
Gary Lusin
Wendy Tage

District Safety

Trustees

Andrew Willett
Tanya Reinhardt

BOARD OF TRUSTEE AD-HOC OR AS NEEDED COMMITTEES

Budget

Trustees

Douglas Fischer
Greg Neil
Andrew Willett
Sandy Wilson, Alternate

Teacher (BEA) Negotiations

Trustees

Gary Lusin
Greg Neil
Wendy Tage
Tanya Reinhardt, Alternate

BHS Construction Liaison

Trustees

Greg Neil
Wendy Tage
Sandy Wilson

Legislative Issues (Local Option Tax)

Trustees

Douglas Fischer
Tanya Reinhart, Alternate

TRUSTEE REPRESENTATION ON COMMITTEES/COUNCILS ASSOCIATED WITH BSD7

Bozeman Schools Foundation (BSF)

Trustees

Sandy Wilson

Wellness Advisory Liaison (WAC)

Trustees

Gary Lusin

Indian Ed for All (IEFA)

Trustees

Douglas Fischer

MTSBA Municipal Director and Delegates

Trustees

Gary Lusin, Municipal Director

Greg Neil, Delegate

Tanya Reinhardt, Delegate

Wendy Tage, Delegate

Sandy Wilson, Delegate

Douglas Fischer, Alternate

SCHOOL LIAISONS

Bozeman High School

Sandy Wilson

Gallatin High School

Sandy Wilson

Bridger Charter Program

Sandy Wilson

Chief Joseph Middle School

Tanya Reinhardt

Sacajawea Middle School

Kevin Black

Emily Dickinson Elementary School

Kevin Black

Hawthorne Elementary School

Wendy Tage

Hyalite Elementary School

Douglas Fischer

Irving Elementary School

Douglas Fischer

Longfellow Elementary School

Andy Willett

Meadowlark Elementary School

Wendy Tage

Morning Star Elementary School

Gary Lusin

Whittier Elementary School

Greg Neil



Bozeman Public Schools Upcoming Events

October 12	Monday	Regular Board Meeting	5:45 PM
October 15-16	Thursday/Friday	NO SCHOOL - K-12 PIR Days	
October 26-27	Monday/Tuesday	K-5 Parent Teacher Conferences	
October 26	Monday	Special Board Meeting	5:45 PM
November 9	Monday	Regular Board Meeting	5:45 PM
November 23	Monday	Special Board Meeting	5:45 PM
November 25-27		NO SCHOOL - Thanksgiving Break	
December 14	Monday	Regular Board Meeting	5:45 PM
December 21-Jan1		NO SCHOOL - Winter Break	
January 11	Monday	Regular Board Meeting	5:45 PM
January 18	Monday	NO SCHOOL - K-12 PIR/Martin Luther King Jr. Day	
January 25-26	Monday/Tuesday	9-12 PIR Day	
January 25	Monday	Special Board Meeting	5:45 PM
February 8	Monday	Regular Board Meeting	5:45 PM
February 15	Monday	President's Day Holiday - NO SCHOOL	
February 22	Monday	Special Board Meeting	5:45 PM
March 8	Monday	Regular Board Meeting	5:45 PM
March 15-19	Monday/Friday	Spring Break	
March 29	Monday	Special Board Meeting	5:45 PM
April 8	Thursday	K-8 PIR Day/K-5 P/T Conferences	
April 9	Friday	K-12 PIR Day/K-5 P/T Conferences	
April 12	Monday	Regular Board Meeting	5:45 PM
April 26	Monday	Special Board Meeting	5:45 PM
May 28	Friday	K-8 PIR Day	
May 10	Monday	Regular Board Meeting	5:45 PM
May 24	Monday	Special Board Meeting	5:45 PM



BOZEMAN SCHOOL DISTRICT NO. 7
WILLSON BOARD ROOM #122
MONDAY -- October 12, 2020 -- 5:45 PM

Regular Board Meeting

5:45 1. Call to Order -- Roll Call -- Pledge of Allegiance

2. BSD7 Experience

2.1 Student Representatives Report

2.2 Board Education

The Board Education Opportunity is a 15-minute segment that allows our Board to receive an educational snippet of what is happening in our District.

2.3 Recognition and Awards

[2.3.1](#) 2019-20 AA NWE Academic Excellence Award Recognition

[2.3.2](#) 2020 Certificate of Achievement for Excellence in Financial Reporting

3. Public Comment on Non-Agenda Items

Recognition of visitors and explanation of procedures to be followed when addressing the Board. Members of the community are given the opportunity to make brief comments to the Board on any matter that is not included in the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order.

4. Action Items -- Consent

4.1 Policy 2nd Reading

[4.1.1](#) Consider Approval of Revisions to Policies - #3000 Series

4.2 Minutes

[4.2.1](#) Consider Approval of Board Meeting Minutes

4.3 High School District

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

4.4 Both Districts

[4.4.1](#) Consider Approval of Personnel Actions

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

[4.4.3](#) Consider Approval of Position Statement Regarding Tax Increment Finance Districts

[4.4.4](#) Consider Resumption of Full Home-to-School Bus Service Routes Approved July 13, 2020

[4.4.5](#) Consider Approval of 2021-22 Budget Development Calendar

4.5 Elementary District

[4.5.1](#) Consider Admittance of Students for the 2020-21 Enrollment Counts

5. Board Discussion

5.1 Policy 1st Reading

[5.1.1](#) Discuss suggested revisions to Policies - #4000 Series

6. Action Items -- Singular

- 6.1 Both Districts
 - [6.1.1](#) Consider Approval of the revised 2020-21 School Calendar
- 6.2 High School District
 - [6.2.1](#) Consider Confirming the Date to Move into the Next Phase of Instruction (9-12-Jan 25, 2021)
- 6.3 Elementary District
 - [6.3.1](#) Consider Confirming the Date to Move into the Next Phase of Instruction (PK-5-Nov 2, 2020/6-8-Nov 23, 2020)

7. Reports

- [7.1](#) Executive Cabinet Report
 - 7.1.1 Steve Johnson -- Deputy Superintendent of Operations
 - 7.1.2 Casey Bertram -- Deputy Superintendent of Curriculum & Technology
 - 7.1.3 Marilyn King -- Deputy Superintendent of Instruction
 - 7.1.4 Pat Strauss -- Director of Human Resources
 - 7.1.5 Bob Connors -- Superintendent
- [7.2](#) Board of Trustees
 - Requests, Calendar, Concerns, Reports, Future Agenda Items, Open Meeting Topics for Next Meeting

_____ ADJOURN

The Board meeting will be held in the Willson Auditorium, 404 W. Main Street. Capacity in the Auditorium will be capped at 91 people. Those in attendance are required to wear masks and socially distance from others in the audience. The meeting will also be available to view and participate in via Zoom. Public comment can be made in person or through Zoom. [Zoom Meeting Link](#)

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

PLEASE TURN OFF CELL PHONES



Meeting Date:	October 12, 2020
Category:	Recognition and Awards
Agenda Item #:	2.3.1
Originated By:	Marilyn King, Deputy Supt. Instruction
Others Involved:	Dan Mills, BHS Principal

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

NorthWestern Energy Academic Excellence Award Recognition

Fiscal Impact:

N/A

Recommendation:

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

WHEREAS: The Montana High School Association (MHSA)/NorthWestern Energy Academic Excellence Award, a program initiated in 1988-89, is given annually to one school in each classification with the highest Grade Point Average (G.P.A); and

WHEREAS: The average grade point average for the 309 students who took part in MHSA athletic, music and/ or speech/drama programs was 3.610;

THEREFORE: Be it resolved that the Board of Trustees recognize and honor Bozeman High School MHSA activities participants for academic excellence.

August 12, 2020

TO: NEWS MEDIA

FROM: MARK BECKMAN, EXECUTIVE DIRECTOR

RE: ACADEMIC EXCELLENCE AWARDS

***** FOR IMMEDIATE RELEASE *****

The Montana High School Association has named the 2019-2020 winners of its **NorthWestern Energy Academic Excellence Awards**. One academic champion was crowned in each of the four athletic classifications – AA, A, B and C.

Bozeman, Whitefish, Bigfork and Plevna High Schools were named champions in each of their respective classifications.

The program was initiated in the school year 1988-89. Winners are determined by averaging the grades earned by students who took part in athletic, music and/or speech/drama programs offered by that school during the 2019-2020 school year. These participating students must have each met a specific criterion to be in the averaging process.

The winners and runners up, their G.P.A., numbers of students averaged, and total enrollments are:

	<u>School</u>	<u>G.P.A.</u>	<u># of Participants</u>	<u>Total Enrollment</u>
Class AA	<i>Bozeman</i>	<i>3.610</i>	<i>309</i>	<i>2271</i>
	Glacier	3.522	253	1230
Class A	<i>Whitefish</i>	<i>3.714</i>	<i>202</i>	<i>581</i>
	Beaverhead County	3.514	161	320
Class B	<i>Bigfork</i>	<i>3.262</i>	<i>135</i>	<i>320</i>
	Cut Bank	3.165	79	210
Class C	<i>Plevna</i>	<i>3.907</i>	<i>6</i>	<i>20</i>
	Broadview	3.519	22	41

The prestigious awards, sponsored by **NorthWestern Energy**, will be presented during the 2020-2021 school year to the four academic champions.



Meeting Date:	October 12, 2020
Category:	Recognition and Awards
Agenda Item #:	2.3.2
Originated By:	Steve Johnson, Deputy Superintendent Operations
Others Involved:	Mike Waterman, Director of Business Services; RJ Tvedt, Accounting Supervisor

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

2020 Certificate of Achievement For Excellence in Financial Reporting

Fiscal Impact:

N/A

Recommendation:

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

- WHEREAS: The Governmental Finance Officers Association (GFOA) awards a Certificate of Achievement for Excellence in Financial Reporting to government units whose comprehensive annual financial reports achieve the highest standards in governmental accounting and financial reporting; and
- WHEREAS: The attainment of this award represents a significant accomplishment by the district and its management; and
- WHEREAS: Bozeman School District received the award for our FY 2019 Comprehensive Annual Financial Report (CAFR); and
- WHEREAS: This is the 31st consecutive year Bozeman School District #7 has received the award; and
- WHEREAS: District Accounting Supervisor RJ Tvedt is the primary person responsible for overseeing the completion of the CAFR;
- THEREFORE: Be it resolved that the Board of Trustees recognize and honor RJ Tvedt and the entire Business Services staff for continuing the excellence in governmental accounting and financial reporting.



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Policy 2nd Reading
Agenda Item #:	4.1.1
Originated By:	Marilyn King, Deputy Superintendent Instruction
Others Involved:	MTSBA; Trustee Fischer

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of Revisions to Policies - #3000 Series

Facts:

1. First reading of the revised policies took place on September 28, 2020.
2. The policy revisions were developed by the Montana School Boards Association in collaboration with District Administrators.
3. Upon further review of Policy #3115, administration is recommending revisions from the 1st reading version. The proposed changes are shown in **bold**. They are generally deleting items that were already presented elsewhere in the Policy.
4. Policy #3121 was reviewed by administration and MTSBA Attorney Kris Goss subsequent to the September 28, 2020 Board review. It was determined that there needed to be language changes to clarify that regular education students receiving remote instruction can be counted for ANB purposes. Those changes are shown in **bold**.

Discussion:

1. The policy revisions as written are more succinct and reflect current practice.

Recommendation:

It is recommended that the Board of Trustees approve the policy updates.

Other Alternatives:

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

Bozeman Public Schools District Board of Trustees

Policy Review and Revision Summary of Policy Series 3000 – Students

R = Required **REC** = Recommended **OP** = Optional

EXISTING POLICY	PROPOSED POLICY	STATUS		NOTES
3111	3100	OP	Student Enrollment, Exceptional Circumstances Meriting Waiver of Age Requirements for Pupils	Delete. Pertinent information now included in 3110
3111	3110	REC	Entrance, Placement, and Transfer	Revise; Renumber
3115		REC	Discretionary Nonresident Student Attendance	Revise
3121	3121	REC	Enrollment and Attendance Records	Revise
3122	3122	REC	Attendance Policy	Revise
3120	3120	R	Compulsory Attendance	Revise
3123	3123	R	Attendance Policy – Truancy	Revise
3126	3124	REC	Military Compact Waiver	Renumber
3124	3127		Bridger Charter Academy Enrollment	Renumber
3116	3125	R	Education of Homeless Children	Renumber
3215	3130	REC	Students of Legal Age	Revise; Renumber
3125	3505		Tutors	Renumber
3130	3126		Middle School Attendance Areas and Enrollment	Renumber
3131			Student Release from School—Grades 7-12	Delete
	3145	REC	Foreign Exchange Students	Revise
	3150	REC	Part-Time Attendance	Revise
3202			Student and Family Privacy Rights	Renumber; Included in 2000 series
3211			Pregnant Students	Delete
3212			Married Students	Delete
3222	3222		Distribution and Posting of Materials	Revise
3223			Freedom of Assembly	Delete (combined w/ 3233)
3224	3224		Student Dress	Revise
3235	3235	OP	Video Surveillance	Revise
3260			Malicious Vandalism	Delete
3300	3300	R	Suspension and Expulsion – Corrective Actions and Punishments	Revise
3311	3311	R	Firearms and Weapons	Revise
3320			Independent Education Evaluation	Revise
3330	3330	OP	Use of Alcohol-Sensor Device	New
3420	3450		Student Safety	Renumber
3421	5232		Abused and Neglected Child Reporting	Renumber (5232)
3441			Release of Student During the School Day	Revise
3520	3520	R	Student Fees, Fines, and Charges	Revise
4321	3535	OP	Distribution of Fund Drive Literature Through Students	Renumber
	3608	R	Receipt of Confidential Records	New
	3610	OP	Programs for At-Risk/Disadvantaged Students	New
3611	3611	OP	Gangs and Gang Activity	Revise
3630	3630	REC	Cell Phones and Other Electronic Equipment	Revise
	3650	R	Pupil Information Act	New

STUDENTS

Age of Attendance

Attending the schools of the District shall be recognized as a right and responsibility for those who meet the entrance requirements:

Pursuant to Montana law, every resident of the District who satisfies the minimum entry age requirement and is less than 19 years of age on or before September 10 has the right to enroll and attend the District's schools. The Superintendent shall develop procedures for admitting an adult who is 19 years of age or older if there are exceptional circumstances:

The administration shall include children enrolled pursuant to this policy in the District's calculation of average number belonging (ANB) as reported to OPI to the extent allowed by law.

The Board of Trustees declares the following to be qualifying "exceptional circumstances" within the meaning of that term as used in 20-5-101(3) and "special permission" within the meaning of that term as used in 20-7-117 MCA, that merit waiving the age provisions of 20-7-117 MCA for qualifying children under 5 years of age:

1. A child at least 3 years of age with a disability qualifying the child for services under the federal Individuals with Disabilities Education Act;
2. A child who is 4 years of age or older on or before September 10 of the school year in which enrollment is to occur who:
 - a) Meets the income eligibility of 200% or less of the Federal Poverty Guidelines; or
 - b) Is Limited English Proficient within the meaning of Title III of the federal Elementary and Secondary Education Act; or
 - c) Is homeless as defined in 42 U.S. Code § 11302; or
 - d) Has moved into the district and has met the age requirements of another state and were enrolled in either a kindergarten or first grade in that state;
 - e) Does not meet the requirements of a. through d. but is recommended for enrollment by administration in order to effectively use District resources. These students will be placed on a first come first served basis.

School Entrance

1. The District requires that a student's parents, legal guardian, or legal custodian present proof of identity of the child[†] to the school as well as proof of residence in the District. Students who are not residents of the District may apply for admission pursuant to Policy 3114 and Policy 3115.
2. To be admitted to District schools, in accordance with the Montana Immunization Law, a child must have been immunized against varicella, diphtheria, pertussis, tetanus, poliomyelitis, rubella, mumps, and measles in the manner and with immunizing agents approved by the department. Immunizations may not be required if a child qualifies for conditional attendance or an exemption is filed as provided by Montana law.
3. The above requirements are not to serve as barriers to immediate enrollment of students designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation.

Placement

The District goal is to place students at levels and in settings that will increase the probability of student success. Developmental testing, together with other relevant criteria, including but not limited to health, maturity, emotional stability, and developmental disabilities, may be considered in the placement of all

~~students. Final disposition of all placement decisions rests with the principal, subject to review by the Superintendent or the Board.~~

Transfer

~~District policies regulating the enrollment of students from other accredited elementary and secondary schools are designed to protect the educational welfare of children.~~

~~Elementary Grades (K-8): A student transferring into the District will be admitted and placed based on age subject to observation by appropriate teachers and a building principal during a probation. Thereafter, should doubt arise as to initial grade and level placement of a student, school personnel will conduct an educational assessment to determine appropriate grade and level placement.~~

~~Secondary Grades (9-12) Credit Transfer: A transfer of credits from any secondary school is subject to a satisfactory examination of the following:~~

- ~~1. Appropriate certificates of school accreditation;~~
- ~~2. Length of course, school day, and school year;~~
- ~~3. Content of applicable courses;~~
- ~~4. School building as it relates to credit earned (i.e., lab areas for appropriate science or vocational instruction);~~
- ~~5. Appropriate evaluation of student performance leading toward credit issuance.~~

~~The District will follow Montana Accreditation Rules and Standards, along with local alternate procedures for earning credit, in reviewing requests for transfer of credits. High school principals have authority for approving credit transfers, subject to review by the Superintendent or the Board.~~

Legal Reference:	20-5-101	M.C.A.	Admittance of Child to School
	20-5-403	M.C.A.	Immunization required — release and acceptance of immunization records
	20-5-404	M.C.A.	Conditional attendance
	20-5-405	M.C.A.	Medical or religious exemption
	20-5-406	M.C.A.	Immunization record
	20-6-501	M.C.A.	Definition of various schools
	20-7-117	M.C.A.	Kindergarten and preschool programs
	20-9-309	M.C.A.	Basic system of free quality public elementary and secondary schools defined
	Individuals with Disabilities Act Federal Rehabilitation Act of 1973		
	Title III, ESEA (English language Acquisition, language Enhancement, and Academic Achievement Act)		
	McKinney-Vento Homeless Assistance Act of 1987 (Pub. L. 100-77, July 22, 1987, 101 Stat. 482, U.S.C. § 11301 et seq.		
	44-2-511	M.C.A.	School enrollment procedure
	10.16.3122, ARM		Local Educational Agency Responsibility For Students with Disabilities
	10.55.601, et seq., ARM		Accreditation Standards: Procedures

Adopted: 1/12/87 Revised: 9/28/2015, 07/14/17

STUDENTS

3110 (currently 3111)

Entrance, Placement, and Transfer

Entrance, Date, and Age

~~Attending the schools of the District shall be recognized as a right and responsibility for those who meet the entrance requirements:~~

~~Pursuant to Montana law, every resident of the District who satisfies the minimum entry age requirement and is less than 19 years of age on or before September 10 has the right to enroll and attend the District's schools. The Superintendent shall develop procedures for admitting an adult who is 19 years of age or older if there are exceptional circumstances.~~

The trustees will enroll and admit a child to a school in the district when the child is 5 years of age or older on or before the tenth (10th) day of September of the school year in which the child is to enroll but is not yet 19 years of age who is a resident of the District. Parents may request a waiver of the age requirement. All waivers are granted in the sole discretion of the Trustees. Non-resident students may be admitted at the discretion of the Trustees. Children will be enrolled in the grade identified in accordance with District policy or at the discretion of the administration in consultation with the student's parents or guardians. The District requires proof of identity and an immunization record for every child to be admitted to District schools. The trustees may at their discretion assign and admit a child to a school in the district who is under 5 years of age or an adult who is 19 years of age or older if there are exceptional circumstances that merit waiving the age provision.

Enrolling Students Under the age of 5 Before September 10 for Exceptional Circumstances

The administration shall review the criteria set forth in this policy and make the determination whether an individual student or class of students meets the criteria for exceptional circumstances. The administration shall then notify the parent(s)/legal guardian(s) of the administration's recommendation to the Board regarding the enrollment of the student(s) under the exceptional circumstances meriting waiving of the age requirements. The administration shall present the information to the Board for approval. In presenting the information to the Board, the administration shall remove all identifying information in order to protect the privacy rights of the student under state and federal law. The Board shall make the final decision on the enrollment of students under the District's exceptional circumstances policy.

The administration shall include children enrolled pursuant to this policy in the District's calculation of average number belonging (ANB) as reported to OPI to the extent allowed by law.

The Board of Trustees declares the following to be qualifying "exceptional circumstances" within the meaning of that term as used in 20-5-101(3) and "special permission" within the meaning of that term as used in 20-7-117 MCA, that merit waiving the age provisions of 20-7-117 MCA for qualifying children under 5 years of age:

1 For the purposes of this section "proof of identity" means a certified copy of a birth certificate, a certified transcript or similar student records from the previous school, or any documentary evidence that a school district considers to be satisfactory proof of identity. 44-2-511(6)(a), MCA

1. A child at least 3 years of age with a disability qualifying the child for services under the federal Individuals with Disabilities Education Act.
2. A child who is 4 years of age or older on or before September 10 of the school year in which enrollment is to occur who:
 - a) Meets the income eligibility of 200% or less of the Federal Poverty Guidelines; or
 - b) Is Limited English Proficient within the meaning of Title III of the federal Elementary and Secondary Education Act; or

- c) Is homeless as defined in 42 U.S. Code § 11302, or,
- d) Has moved into the district and has met the age requirements of another state and were enrolled in either a kindergarten or first grade in that state.
- e) Does not meet the requirements of a. through d. but is recommended for enrollment by administration in order to effectively use District resources. These students will be placed on a first come first served basis.

Students 19 years old or over before September 10

Under certain extenuating circumstances, the superintendent may grant the privilege of school attendance to persons whose 19th birthday falls before September 10 of the academic year under consideration. This privilege may be extended to all regular education and Special education students when:

1. A student has not completed graduation requirements, but could do so within one additional year of school attendance beyond four years in a regular education setting or an equivalent in a non- graded classroom.
2. The student is a resident of the District as defined in 1-1-215-M.C.A.
3. The educational needs of the student can be met within the District's existing educational program.
4. The student will be less than 20 years of age during the entire semester of attendance.

School Entrance

1. The District requires that a student's parents, legal guardian, or legal custodian present proof of identity of the child¹ to the school within forty (40) days of enrollment, as well as proof of residence in the District. Students who are not residents of the District may apply for admission pursuant to Policy 3141.
2. To be admitted to District schools, in accordance with the Montana Immunization Law, a child must have been immunized against varicella, diphtheria, pertussis, tetanus, poliomyelitis, rubella, mumps, and measles in the manner and with immunizing agents approved by the department. Immunizations may not be required if a child qualifies for conditional attendance or an exemption is filed as provided by Montana law.
3. The above requirements are not to serve as barriers to immediate enrollment of students designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation and ensure a student receives education services in the best interests of the child. The Superintendent or designee shall serve as point of contact with all applicable agencies to review records, facilitate services and resolve disputes.

Placement

The District goal is to place students at levels and in settings that will increase the probability of student success. Developmental testing, together with other relevant criteria, including but not limited to health, maturity, emotional stability, and developmental disabilities, may be considered in the placement of all students. Final disposition of all placement decisions rests with the principal, subject to review by the Superintendent or the Board.

Transfer: District policies regulating the enrollment of students from other accredited elementary and secondary schools are designed to protect the educational welfare of children.

Elementary Grades (K-8): A student transferring into the District will be admitted and placed subject to observation by appropriate teachers and a building principal during a probation period of six (6) weeks. Thereafter, should doubt arise as to initial grade and level placement of a student, school personnel will conduct an

[Double click to return to Agenda](#)

educational assessment to determine appropriate grade and level placement.

Secondary Grades (9-12) Credit Transfer: A transfer of credits from any secondary school is subject to a satisfactory examination of the following:

- 1. Appropriate certificates of school accreditation;
- 2. Length of course, school day, and school year;
- 3. Content of applicable courses;
- 4. School building as it relates to credit earned (i.e., lab areas for appropriate science or vocational instruction);
- 5. Appropriate evaluation of student performance leading toward credit issuance.

The District will follow Montana Accreditation Rules and Standards, along with local alternate procedures for earning credit, in reviewing requests for transfer of credits. High school principals have authority for approving credit transfers, subject to review by the Superintendent or the Board.

Legal Reference:	§ 20-5-101, MCA	Admittance of child to school
	§ 20-5-403, MCA	Immunization required – release and acceptance of immunization records
	§ 20-5-404, MCA	Conditional attendance
	§ 20-5-405, MCA	Medical or religious exemption

1 For the purposes of this section “proof of identity” means a certified copy of a birth certificate, a certified transcript or similar student records from the previous school, or any documentary evidence that a school district considers to be satisfactory proof of identity. 44-2-511(6)(a), MCA

§ 20-5-406, MCA	Immunization record
§ 44-2-511, MCA	School enrollment procedure
10.16.3122, ARM	Local Educational Agency Responsibility For Students with Disabilities
10.55.601, et seq., ARM	Accreditation Standards: Procedures

Policy History:

Adopted on: 01/12/1987

Reviewed on:

Revised on: 09/28/2015, 07/14/2017

STUDENTS

3115

Out-of-District Attendance with Discretionary Approval

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

Definitions

An out-of-district student is one who lives with a parent, legal guardian or spouse outside of the District boundaries or who lives in the District but whose parent, legal guardian (see Policy #3114 for Guardian definition) or spouse resides elsewhere.

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

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

Out-of-District Attendance with Discretionary Approval

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

- A. Students, in grade 12 who have been residents of the School District for at least one full semester immediately prior to moving from the District, will be allowed to attend BSD7 on a tuition basis, for their final year of high school. Students in grade 8 who have been residents of the School District for at least one full semester immediately prior to moving from the District and who move to a K-8 District that feeds into Bozeman High School District, will be allowed to attend 8th grade in Bozeman on a tuition basis.
- B. Out-of-district, Belgrade students who have been attending the Belgrade School District for at least one semester may be allowed to attend Bozeman on a tuition basis at the request of the Superintendent of the Belgrade School District and upon approval of the Bozeman Superintendent of Schools as part of an at-risk exchange program.
- C. Students who live full time within the Bozeman School District boundaries, but whose parents live outside the District may be admitted and charged tuition.
- D. Students in grades 6-8 whose resident district is a non-operating district within Bozeman High School District #7 will be allowed to attend Bozeman Public Schools provided the resident district agrees to pay the tuition.
- E. Students whose parents are at least .75 FTE employees of the District and employees of the District's contracted transportation provider who are scheduled at least 20 hours per week may attend on a tuition basis.

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

General Provisions

- 1. An out-of-district student will not be admitted until an Out-of-District Attendance Agreement has been completed. When admitting an out-of-district student, the District shall utilize form FP-14 prepared by the Office of Public Instruction.
- 2. ~~Except as provided by law, admission to Bozeman Public Schools as an out-of-district student is a privilege (MCA 20-5-320). As such, the~~ Bozeman School District will screen all out-of-district students and only consider those who meet the criteria set forth in this policy.
- 3. The Superintendent or designee is hereby given the authority to admit or deny any student's admission in accordance with this policy.
- 4. The District will charge tuition for out-of-district students per statute. The tuition for a child with a disability will be determined under the rules adopted by the Superintendent of Public Instruction for the calculation of tuition for special education pupils.
- 5. Acceptance of out-of-district students will be contingent on the student's good behavior, regular attendance and passing grades, and adherence to school and District policies. Violation of any of these contingencies or truancy violations may result in a student being dropped from school immediately and the unused portion of the tuition refunded.
- 6. Acceptance of an out-of-district Student is for one school year. All out-of-district students must apply for enrollment at the beginning of each school year and acceptance shall be based on compliance with the applicable criteria for admission of out-of-district students and space availability. Admission for one school year does not mean the student will be accepted the following school year.
- 7. Any out-of-district attendance may be disapproved whenever the accreditation of the school will be adversely affected by acceptance of the child due to insufficient room, overcrowding or when to do so would require the hiring of additional staff.
- 8. Acceptance of an out-of-district student does not imply or guarantee that transportation will be provided. Any transportation that is provided to an out-of-district student may be charged to and paid by the parent, guardian or entity paying tuition in accordance with the District's Transportation policies. All nonresident students will be considered ineligible transportees for school transportation services (§ 20-10-101, MCA).
- 9. The Montana High School Association sets regulations pertaining to student eligibility for participation in speech and athletics. The District follows those regulations and does not assure that out-of-district students will be eligible for participation in MHSA-sanctioned activities.
- 10. ~~The District has a right to refuse a student who is on the Sex or Violent Offender Registry or whose name has been expunged from the Registry.~~

11. All out-of-district students allowed to enroll pursuant to this policy shall be subject to the same rules and regulation as all other students and subject to the same disciplinary rules and procedures.
12. Where tuition is required to be paid by a parent or guardian, the full amount of tuition may be paid in full at the time of enrollment or in monthly installments to be paid in full according to the payment agreement. For all students attending with discretionary approval, if tuition is not paid in full according to the payment agreement the student shall be dropped from the rolls of the District and the student will not be considered for future enrollment. The Superintendent or designee shall adopt procedures for consistent payment deadlines.
13. Except as required by § 20-5-321, MCA, the District will admit nonresident students at its discretion.
14. The District will examine a student's records from this district and other school districts before any **Board (See #3 above)** approval for admission. Review of the records and decisions regarding admission cannot be inconsistent with district policies regarding nondiscrimination.
15. ~~The District will not admit nonresident students when doing so would cause the district to exceed the class size standards under 10.55.712 and 10.55.713, ARM. (See #7 above)~~
16. ~~Every nonresident student who attends District schools must reapply for admission for the succeeding school year by June 15. Admission in one school year does not infer or guarantee admission in subsequent years. (See #6 above)~~
17. Nonresident students enrolled under this policy are subject to all district policies, rules, regulations on the same basis as resident students.
18. All resident students who become nonresidents because their parents or guardians move out of the District may continue attendance for the school year, barring registration in another District. This attendance is **contingent on registering as a nonresident student and paying tuition** effective the day the student becomes a nonresident student. At the completion of the school year, a student must apply as a nonresident student in accordance with #6.
19. The District will not admit any student who is expelled from another school district.
20. ~~The District reserves the right to charge tuition for nonresident students. At its discretion, the Board of Trustees may charge or waive tuition for all students whose tuition is required to be paid by one kind of entity, defined as either a parent or guardian or a school district. Any waiver of tuition will be applied equally to all students whose tuition is paid by the same kind of entity (i.e., if the District charges tuition in those circumstances where a resident district pays but waives tuition in those circumstances where a parent or guardian is responsible for tuition, the tuition waiver will be applicable to all students whose parents or guardians bear the responsibility for payment). (This is straight out of the law, no need to restate)~~
21. ~~All nonresident students will be considered ineligible transportees for school transportation services (§ 20-10-101, MCA). (Added to #8 above)~~
22. ~~Nonresident students enrolled under this policy are subject to all district policies, rules, regulations on the same basis as resident students. (See #17 above)~~

Cross Reference:	<u>2161 – 2161P</u>	<u>Special Education</u>
	<u>3110</u>	<u>Entrance, Placement, and Transfer</u>
	<u>3125</u>	<u>Education of Homeless Children</u>
	<u>3210</u>	<u>Equal Education, Nondiscrimination and Sex</u>

<u>Legal Reference:</u>	<u>§ 20-5-314, MCA</u>	<u>Equity</u>
	<u>§ 20-5-320, MCA</u>	<u>Reciprocal attendance agreement with adjoining state or province</u>
	<u>§ 20-5-321, MCA</u>	<u>Attendance with discretionary approval</u>
	<u>§ 20-5-322, MCA</u>	<u>Attendance with mandatory approval – tuition and transportation</u>
	<u>§ 20-5-323, MCA</u>	<u>Residency determination – notification – appeal for attendance agreement</u>
	<u>10.10.301B, ARM</u>	<u>Tuition and transportation rates</u>
	<u>10.55.712, ARM</u>	<u>Out-of-District Attendance Agreements</u>
	<u>10.55.713, ARM</u>	<u>Class Size Elementary</u>
		<u>Teacher Load and Class Size – High School</u>

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 07/22/1991, 05/11/1992, 09/25/1995, 05/13/1996, 03/30/1998, 04/12/1999, 08/13/2001, 06/14/2004, 08/8/2005, 08/13/2007, 09/8/2008, 03/22/2010, 05/10/2010, 01/8/2014, 01/26/2015, 02/22/2016, 04/11/2016, 09/12/2016, 10/10/2016, 09/25/2017, 11/12/2018, 04/29/2019, 08/29/2019

STUDENTS

3121

Enrollment and Attendance Records

Since accurate enrollment and attendance records are essential both to obtain state financial reimbursement and to fulfill the District's responsibilities under the attendance laws, staff shall be diligent in maintaining such records.

~~The superintendent shall develop procedures for enrolling students.~~

A district may only include, for ANB purposes, an enrolled student who is:

- A resident of the district or a nonresident student admitted by trustees under a student attendance agreement and who is attending a school of the district;
- Unable to attend school due to a medical reason certified by a medical doctor and receiving individualized educational services supervised by the district, at district expense, at a home or facility that does not offer an educational program;
- Unable to attend school due to the student's incarceration in a facility, other than a youth detention center, and who is receiving individualized educational services supervised by the district, at district expense, at a home or facility that does not offer an educational program;
- Living with a caretaker relative under § 1-1-215, MCA;
- Receiving special education and related services, other than day treatment, under a placement by the trustees at a private nonsectarian school or private program if the student's services are provided at the district's expense under an approved individual education plan supervised by the district;
- Participating in the Running Start Program at district expense under § 20-9-706, MCA;
- Receiving education services, provided by the district, using appropriately licensed district staff at a private residential program or private residential facility licensed by the Department of Public Health and Human Services;
- Enrolled in an educational program or course provided at district expense using electronic or offsite delivery methods, including but not limited to tutoring, distance learning programs, online programs, and technology delivered learning programs, while attending a school of the district or any other nonsectarian offsite instructional setting with the approval of the trustees of the district; or
- A resident of the district attending a Montana job corps program under an interlocal agreement with the district under § 20-9-707, MCA.
- A resident of the district attending a Montana Youth Challenge Program under an interlocal agreement with the district under § 20-9-707, MCA.

Offsite Provision of Education Services

In accordance with Section 20-7-118, MCA, for a student who is served through distance learning or offsite delivery methods to be included in the calculation of average number belonging, the student must:

- (a) meet the residency requirements for that district as provided in 1-1-215;

(b) live in the district and eligible for educational services under the Individuals With Disabilities Education Act or under 29 U.S.C. 794; or

(c) attend school in the district under a mandatory attendance agreement as provided in 20-5-321.

Homeless Youth and Foster Children

Assignment to schools shall be subject to modification when federal law applicable to students placed in foster care or students who are homeless requires that such students be educated in a “school of origin” that differs from the assigned school.

Legal Reference:

§ 1-1-215, MCA

§ 20-9-311, MCA

§ 20-9-706, MCA

§ 20-9-707, MCA

29 U.S.C. 794

34 CFR 300.1, et seq.

Residence – rules for determining

Calculation of average number belonging (ANB)

-- three-year averaging.

Running start program – authorizing class credits at postsecondary institution – eligibility – payment for credits

Agreement with Montana youth challenge program or accredited Montana job corps program

Nondiscrimination under Federal grants and programs

Assistance to states for the education of children with disabilities

Policy Cross Reference: Procedure 2420P

Policy History:

Adopted on:

Reviewed on: 9/28/2020

Revised on:

STUDENTS

3122

Attendance Policy

The District believes that regular attendance is primarily the responsibility of a parent/guardian and, to a lesser extent, a student's responsibility, depending on student age.

To reach the goal of maximum educational benefits for each child requires a regular continuity of instruction, classroom participation, learning experiences, and study. Regular interaction of students with one another in the classroom and their participation in instructional activities under the tutelage of competent teachers are vital to the entire process of education. This established principle of education underlies and gives purpose to the requirement of compulsory schooling in every state in the nation. The good things schools have to offer can only be presented to students in attendance.

A student's regular school attendance also reflects dependability and is a significant component on a student's permanent record. Future employers are as much concerned about punctuality and dependability as they are about academic record. School success, scholarship, and job opportunity are greatly affected by a good attendance record.

Specific rules and regulations regarding attendance and tardies can be found in the respective student handbook.

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 7/27/1987, 3/14/1988, 4/24/1989, 4/13/1992, 5/11/1992, 6/14/1993, 8/8/1994, 7/8/1996, 8/12/2013

To reach the goal of maximum educational benefits for every child requires a regular continuity of instruction, classroom participation, learning experiences, and study. Regular interaction of students with one another in classrooms and their participation in instructional activities under the tutelage of competent teachers are vital to the entire process of education. This established principle of education underlies and gives purpose to the requirement of compulsory schooling in every state in the nation. A student’s regular attendance also reflects dependability and is a significant component of a student’s permanent record.

Parents or legal guardians or legal custodians are responsible for seeing that their children who are age seven (7) or older before the first (1st) day of school attend school until the later of the following dates:

- 1. Child’s sixteenth (16th) birthday; or
- 2. Completion date of the work of eighth (8th) grade.

The provisions above do not apply in the following cases:

- (a) The child has been excused under one of the conditions specified in 20-5-102.
- (b) The child is absent because of illness, bereavement, or other reason prescribed by the policies of the trustees.
- (c) The child has been suspended or expelled under the provisions of 20-5-202.
- (d) The child is excused pursuant to Section 2 of 20-5-103.

Compulsory attendance stated above will not apply when children:

- 1. Are provided with supervised correspondence or home study; or
- 2. Are excused because of a determination by a district judge that attendance is not in the best interests of the child; or
- 3. Are enrolled in a non-public or home school; or
- 4. Are enrolled in a school in another district or state; or
- 5. Are excused by the Board on a determination that attendance after age of sixteen (16) is not in the best interests of the child and the school.

Legal Reference:	§ 20-1-308, MCA	Religious instruction released time program
	§ 20-5-101, MCA	Admittance of child to school
	§ 20-5-102, MCA	Compulsory enrollment and excuses
	§ 20-5-103, MCA	Compulsory attendance and excuses
	§ 20-5-104, MCA	Attendance officer
	§ 20-5-106, MCA	Truancy
	§ 20-5-107, MCA	Incapacitated and indigent child attendance
	§ 20-5-108, MCA	Tribal agreement with district for Indian child compulsory attendance and other agreements
	§ 20-5-202, MCA	Suspension and Expulsion

Policy History:

Adopted on: 11/24/1986
Reviewed on:
Revised on: 09/08/2008, 01/23/2012

STUDENTS

3123

Attendance Policy - Truancy

Students are expected to attend all assigned classes each day. Teachers shall keep a record of absence and tardiness. Before the end of the school day, each school shall attempt to contact every parent, guardian, or custodian whose child is absent from school but who has not reported the child as absent for the school day, to determine whether the parent, guardian, or custodian is aware of the child’s absence from school.

For the purpose of this policy “truant” or “truancy” means the persistent non-attendance without excuse, as defined by this policy, for all or any part of a school day equivalent to the length of one class period of a child required to attend a school under 20-5-103. “Habitual truancy” means recorded unexcused absences of 9 or more days or 54 or more parts of a day, whichever is less, in 1 school year.

The Bozeman School District defines non-attendance without excuse (i.e., unexcused absence) as absenteeism that takes place without the approval of the parent and/or principal.

The Bozeman School District has appointed the principal of each school as the attendance officers of the district.

Upon the board designating one or more of its staff as the attendance officer(s), the attendance officer(s) shall have the powers and duties as stated in 20-5-105, MCA.

Legal Reference:	§ 20-5-103, MCA	Compulsory attendance and excuses
	§ 20-5-104, MCA	Attendance officer
	§ 20-5-105, MCA	Attendance officer – powers and duties
	§ 20-5-106, MCA	Truancy
	§ 20-5-107, MCA	Incapacitated and indigent child attendance
	§ 41-5-103(22), MCA	Definitions

Policy History:

Adopted on:

Reviewed on:

Revised on:

STUDENTS

3124(currently 3126)

Military Compact Waiver

The State of Montana is one of numerous states across the country that is a member of the Interstate Compact on Educational Opportunity for Military Children. As a school district within the State of Montana subject to the laws of the State of Montana, the District shall follow the requirements of the Compact for students who enroll at the District for whom the Compact applies.

Purpose

The purpose of the Interstate Compact on Educational Opportunity for Military Children is to remove barriers to educational success for children of military families due to frequent relocation and deployment of their parents. The Compact facilitates educational success by addressing timely student enrollment, student placement, qualification and eligibility for programs (curricular, co-curricular, and extra-curricular), timely graduation, and the facilitation of cooperation and communication between various member states' schools.

Applicability

This Compact applies only to children of:

1. Active duty members of the uniformed services as defined in the Compact, including member of the national guard and reserve on active duty orders pursuant to 10 U.S.C., 12301(d) and 12304;
2. Members of the veterans of the uniformed services who are severely injured and medically discharged or retired for a period of 1 year after medical discharge or retirement; and
3. Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of 1 year after death.

Educational Records and Enrollment

1. **Hand Carried/Unofficial Educational Records:** In the event that official educational records cannot be released to a parent for the purpose of school transfer, the custodian of records from the sending school shall prepare and furnish to the parent a complete set of unofficial educational records containing uniform information as determined by the Interstate Commission.

Upon receipt of the unofficial educational records, the District shall enroll and appropriately place the student based upon the information the school receives in the unofficial educational records, pending validation by the official records, as soon as possible.

2. **Official Educational Records/Transcripts:** At the time of enrollment and conditional placement of a qualifying student at the District, the District shall request the student's official educational records from their last school of attendance.

A school receiving such a request shall process the official educational records request and furnish such within a period of ten (10) days, or within the timeline determined to be reasonable by the Interstate Commission.

3. **Immunizations:** The District shall provide a period of thirty (30) days from the date of enrollment, or such other time frame as determined by the rules of the Interstate Commission, within which students may obtain any immunizations required by the District. Where the District's requirements include a series of immunizations, initial vaccinations must be obtained within thirty (30) days, or within the timeline determined to be reasonable by the Interstate Commission.
4. **Kindergarten and First Grade Entrance Age:** Students shall be allowed to continue their enrollment at grade level at the District, commensurate with their grade level from their receiving school, including kindergarten, at the time of transition. However, the provisions of Montana Code 20-5-101 regarding trustees enrolling a child in kindergarten or in first grade whose fifth (5th) or sixth (6th) birthday occurs on or before the tenth (10th) day of September of the school year in which the child is to enroll but is not yet 19 years of age, shall continue to apply.

A student who has satisfactorily completed the prerequisite grade level in the sending school shall be eligible for enrollment in the next highest grade level in the District, at the receiving school, regardless of age.

A student who is transferring into the District after the start of the school year shall enter the District on the student's validated grade level from an accredited school in the sending state.

Placement and Attendance

1. **Course Placement:** Upon transfer of a qualifying student, the receiving District shall place the student in courses consistent with the student's courses in the sending school and/or the school's educational assessments. Course placement includes, but is not limited to honors, international baccalaureate, advanced placement, vocational, technical, and career pathways courses.

Continuing the student's academic program from the previous school and promoting placement in academically and career challenging courses should be paramount when considering placement. This requirement does not preclude the District from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the course(s).

2. **Educational Program Placement:** The District shall initially honor placement of the student in educational programs based on current educational assessments conducted at the sending school or participation/placement in similar programs at the sending school.

Educational program placement includes, but is not limited to, gifted and talented programs and English as a second language. This requirement does not preclude the District from performing subsequent evaluations to ensure appropriate placement of the student.

3. **Special Education Services:** In compliance with the federal requirements of the Individuals with Disabilities Education Act, the District, as the receiving school, shall initially provide comparable services to a student with disabilities based on his or her current Individual Education Plan.

In compliance with Section 504 of the Rehabilitation Act and with Title II of the Americans with Disabilities Act, the District, as the receiving school, shall make reasonable accommodations and modifications to address the needs of incoming students with disabilities consistent with his or her existing 504 or Title II Plan.

This does not preclude the District, as the receiving school, from performing subsequent evaluations to ensure appropriate placement and/or accommodations are made for the student.

4. **Placement Flexibility:** The District's Administration shall have the flexibility to waive course/program prerequisites or other preconditions for placement in courses/programs offered by the receiving District.

- 5. Absences Relating to Deployment Activities:** A student whose parent/legal guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or immediately returned from deployment in a combat zone or combat support position, shall be granted additional excused absences at the discretion of the District's Superintendent to visit with his or her parent/legal guardian relative to such leave or deployment of the parent/guardian.

Eligibility

- 1. Eligibility for Enrollment:** A Special Power of Attorney pertaining to the guardianship of a student of a military family and executed under applicable law shall be sufficient for the purposes of enrollment and all other actions requiring parental participation and consent.

The receiving District shall not charge tuition to a transitioning military student placed in the care of a noncustodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent.

A transitioning military student, placed in the care of a noncustodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent, may continue to attend the school in which he or she was enrolled when residing with the custodial parent.

- 2. Eligibility for Extracurricular Activity Participation:** The District shall facilitate the opportunity for transitioning military students' inclusion in extracurricular activities, regardless of application deadlines, to the extent the student is otherwise qualified.

Graduation

In order to facilitate the on-time graduation of children of military families, the receiving District shall incorporate the following procedure:

- 1. Graduation Course Requirements – Waiver:** The receiving District's Administration, through the Superintendent or designee, shall waive specific courses that are required for graduation if similar coursework has been satisfactorily completed at another school.

If the District does not waive the specific course requirement for graduation, the District shall provide a reasonable justification for the denial. This justification shall be provided to the parent/legal guardian in writing.

If the receiving District does not waive the specific course requirement for graduation and the student would have otherwise qualified to graduate from the sending school, the receiving District shall provide an alternative means of acquiring required coursework to ensure that the student's graduation will occur on time.

- 2. Exit Exams:** In lieu of testing requirements required for graduation at the receiving District, the District and the State of Montana shall accept any or all of the following:
- A. Exit exams or end-of-course exams required for graduation from the sending school;
 - B. National norm-referenced achievement tests; or
 - C. Alternative testing.

In the event the above alternatives cannot be accommodated by the receiving District for a student transferring during his or her senior year, subsection 3, below, shall apply.

- 3. Transfer During Senior Year of High School:** Should a military student transferring at the beginning of or during the senior year be ineligible to graduate from the receiving District after all alternatives have been considered,

the sending school and the receiving District shall ensure the receipt of a diploma from the sending school if the student meets the graduation requirements of the sending school.

In the event that one of the states in question is not a member of this Compact, the member state shall use best efforts to facilitate the on-time graduation of the student.

Conflicts

All state laws and District policies that conflict with this policy and/or in conflict with the Compact are superseded to the extent of the conflict.

Cooperation

The receiving District, through its administration, shall timely cooperate with all state agency inquiries and other District/school inquiries relating to a student who is covered by the Compact.

Cross Reference:	2333	Participation in Commencement Exercises
	2410 – 2410P	High School Graduation Requirements
	2413	Credit Transfer and Assessment for Placement
	3110	Entrance, Placement, and Transfer
Legal Reference:	20-1-230, MCA	Enactment – interstate Compact on Educational Opportunity for Military Children – provisions

Policy History:

Adopted on: 11/27/2017

Reviewed on:

Revised on:

STUDENTS

3124(renumber 3127)

Bridger Charter Academy Enrollment

Bridger Charter Academy (BCA) is a District program; not a separate school. It is intended that the Bridger Charter Academy will be highly effective for students seeking:

- a competency/proficiency based pathway to graduation. A competency/proficiency based system is one that creates flexibility by allowing students to progress as they demonstrate proficiency with academic content and skills, regardless of time, place, or pace of learning.
- personalized instruction (via goals, pacing, and context);
- flexible scheduling (based on personal, vocational, curricular and extracurricular needs);
- learning opportunities outside the traditional classroom; and
- a small learning community, focused on academic, personal, and social growth.

While BCA has a limited enrollment capacity based on staffing, the program is open to all students in grades 9-12 who reside within the Bozeman High School District.

Cross Reference: Policy #3128 - High School Enrollment Policy

Policy History:

Adopted on: 05/20/2019

Reviewed on:

Revised on:

STUDENTS

3125

Education of Homeless Children

Every child of a homeless individual and every homeless child are entitled to equal access to the same free, appropriate public education as provided to children with permanent housing. The District must assign and admit a child who is homeless to a District school regardless of residence and irrespective of whether the homeless child is able to produce records normally required for enrollment. The District may not require an out-of-District attendance agreement and tuition for a homeless child.

Should a child become homeless over the course of the school year, the child must be able to remain at the school of origin, or be eligible to attend another school in the district.

The Superintendent will review and revise as necessary rules or procedures that may be barriers to enrollment of homeless children and youths. In reviewing and revising such procedures, the Superintendent will consider issues of transportation, immunization, residence, birth certificates, school records, and other documentation.

Homeless students will have access to services comparable those offered to other students, including but not limited to:

1. Transportation services;
2. Educational services for which a student meets eligibility criteria (e.g., Title I);
3. Educational programs for children with disabilities and limited English proficiency;
4. Programs in vocational and technical education;
5. Programs for gifted and talented students; and
6. School nutrition program.

The Superintendent will give special attention to ensuring the enrollment and attendance of homeless children and youths not currently attending school. The Superintendent will appoint a liaison for homeless children. A “homeless individual” is defined as provided in the McKinney Homeless Assistance Act.

Anyone having a concern or complaint regarding placement or education of a homeless child will first present it orally and informally to the District homeless liaison. To further ensure that the District is removing barriers to the educational access and success of children and youths who are homeless, and to ensure that Title 1 funding is expended in an appropriate manner, the District has adopted the dispute resolution form at 3125F.

Cross Reference: 1700 Uniform Complaint Procedure
3125F McKinney-Vento Homeless Educational Assistance Dispute Resolution

Legal Reference: 42 U.S.C. §§42 U.S.C. § 11301 *et seq* 11431, *et seq*.

McKinney Homeless Assistance Act

§ 20-5-101, MCA

Admittance of child to school

Policy History:

Adopted on: 03/03/2008

Reviewed on:

Revised on: 01/14/2013, 08/01/2017, 04/22/2019

STUDENTS

3130(currently 3215)

Students of Legal Age

Every student eighteen (18) years of age or older like all other students, will comply with the rules established by the District, pursue the prescribed course of study, and submit to the authority of teachers and other staff members as required by policy and state law.

Forms

Adult students who reside with parents or guardians and/or are classified as dependents of parents or guardians for tax purposes must have applicable forms completed by parents or guardians.

Admission to School

The residence of an adult student who is not residing with a parent or guardian will be considered the residence for school purposes.

Field Trips/Athletic Programs

Approved forms for participation will be required of all students. The form should indicate that the signature is that of the parent. ~~Sponsors or coaches will be required to confirm the ages of those students signing their own forms.~~

Absence/Lateness/Truancy

Absence notes will be signed by parents or guardians. Excessive absences will result in consequences according to policy 3122P and will be reported on the report card.

Suspension/Expulsion

All suspension and/or expulsion proceedings will conform to the requirements of state statutes. Notification of all such proceedings will be sent to parents or guardians. ~~Adult students, however, are permitted to represent themselves if they so choose.~~

Withdrawal From School

Adult students may withdraw from school under their own cognizance. Counselors will guide and counsel potential dropouts and encourage their continued attendance. Parents will be notified of impending dropouts by the school.

Permission to Inspect Student Records

A student that attains the age of legal majority is an “eligible student” under FERPA. An eligible student has the right to access and inspect their student records. An eligible student may not prevent their parents from accessing and inspecting their student records if they are a dependent of their parents in accordance with Internal Revenue Service regulations.

Report Cards

Progress reports will be sent to the parent or legal guardian.

Excuses From School

[Double click to return to Agenda](#)

The school will verify requests from students who wish to leave school early for reasons such as job interviews, college visits, driver testing, etc., with the organization being visited. Permission to leave school early may be denied for what is considered a non-valid reason.

Financial Responsibility

Adult students can be held financially responsible for damage to school property.

Policy History:

Adopted on:

Reviewed on:

Revised on:

STUDENTS

3125 (Renumber 3505)

Tutors

1. Tutors may, when space is available, enter the school for the purpose of providing tutorial instruction. Tutorial assistance by outside providers may not be substituted for District-approved classes.
2. The student and parent must initiate the request for tutorial instruction.
3. The tutoring must be directly related to an academic subject taught where the student attends.
4. Instruction must be provided to a single student. Tutors will not be allowed to instruct or assist groups of students.
5. The approval of the school principal (or designee), and parents or guardian is required.
6. The tutor must keep attendance records, provide a weekly attendance report, and report all truanancies to the administration immediately.
7. Any student with poor attendance or any student who, as a result of this program, disrupts the orderly process of the school can, without prior notice, lose his/her right to this privilege.
8. The principal can, with cause, disallow the use of the building to any tutor.
9. Tutors may provide tutorial help to a student only during regularly scheduled study hall or lunch/recess times. Student schedules will not be adjusted to accommodate the tutor's personal schedule. Tutoring may also occur outside of school hours.

High school students whose parents request that they be allowed to leave the building during study hall for the purpose of tutorial instruction will be allowed to do so under the same circumstances as described above.

Cross-Ref: 4330

Policy History:

Adopted on: 01/09/1995

Reviewed on:

Revised on: 06/26/2012

STUDENTS

3130 (renumber 3126)

Middle School Attendance Areas and Enrollment

Middle School students (grades 6 – 8) shall attend the school designated for their respective attendance areas (see link to official middle school map [HERE](#)). Exceptions to the controlled choice enrollment procedures may be granted by the Assistant Superintendent of Instruction based on adherence to federal guidelines related to Special Education and the McKinney-Vento Act, or upon showing that there is a financial, educational or health problem affecting the student or his/her family which shall be significantly alleviated by attending a specific school.

In order to better balance class sizes to accommodate regular education, special education or other programs, transfers of students between the two middle schools may be allowed with the concurrence of both principals and the Deputy Superintendent Instruction.

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 01/13/1992, 03/08/1993, 05/10/1993, 05/22/1995, 05/12/1997, 04/12/1999, 01/28/2008, 03/03/2008

STUDENTS

3131

~~Student Release from School--Grades 7-12~~

~~Students will be released from school for work only when the work activity falls within a school sanctioned program such as Distributive Education, Cooperative Education and the Vocational Special Needs project. Students may be released for university class at the discretion of the principal. With these exceptions, all students will be expected to be enrolled in five or more classes.~~

Policy History:

Adopted on: 9/9/1980

Reviewed on:

Revised on:

STUDENTS

3145

Foreign Exchange Students

It is the policy of the Board to recognize the benefits from foreign exchange students in the District. The Board does not, however, sponsor foreign exchange programs or provide financial contributions to any foreign exchange students. The Board assumes no responsibility or control over items such as travel, living accommodations, funding, insurance, etc., which remain the responsibility of the sponsor and/or student.

J-1 visa holders (students sponsored by an approved foreign exchange organization) are eligible to attend either elementary or secondary school. Any sponsoring organization must have a local representative, be a nonprofit organization, and be approved by the Council on Standards for International Education Travel. F-1 visa holders (individual foreign students sponsored by relatives or friends) may not attend the District.

~~Procedures will be developed by the Superintendent.~~

Legal Reference: 20 U.S.C. 221, et seq. Foreign and Exchange Students

Policy History:

Adopted on: 05/11/1992

Reviewed on:

Revised on: 11/08/1993, 01/09/1995, 04/27/1998, 10/08/2012

Part-Time Attendance

1. ~~Non-handicapped students eligible to enroll in grades K-5 will not be accepted for part-time enrollment in the District schools with the exception of students who desire half-time kindergarten. The Superintendent or designee has the ability to grant exceptions when extreme circumstances may warrant review and alteration of a child's instructional program.~~
2. ~~In special circumstances, regular BSD7 students may, upon recommendation of the high school principal and with approval of the Superintendent of schools or designee, modify their academic schedules to attend school less than full-time.~~
3. ~~Non-handicapped students residing within the Bozeman School District currently fulfilling their education requirements outside the Bozeman schools and eligible to enroll in grades 6-12 may enroll as part-time students. Part-time students must enroll in year-long courses prior to the opening of school and semester courses at least one week prior to the start of the semester.~~

~~The criteria for acceptance of non-handicapped part-time students grades 6-12 include:~~

- ~~A. Acceptance of a student shall not create an excess student enrollment in the requested class.~~
- ~~B. Acceptance of a student shall not create need for an additional staff member.~~
- ~~C. Acceptance of the part-time student shall not cause the creation of a new section of the requested class.~~
- ~~D. Regular full-time students shall have first priority on any available space.~~
- ~~E. When a number of part-time students have requested admission into the same class, they will be accepted on a first come basis as long as feasible within the criteria.~~
- ~~F. In the event the class enrollment position of a part-time student is needed for a regular full-time student during the course of the year, the full-time student will have priority for the position beginning with the next semester after the need is identified.~~
- ~~G. Part-time students may not be on campus except for 5 minutes before and after class.~~

~~Handicapped students residing in the District who are attending private or home schools will be accepted in accordance with state and federal statutes and regulations.~~

~~The Superintendent or designee shall develop procedures subject to Board approval for students to modify their academic schedules to attend school less than full-time per #2 above.~~

~~The District will not accept students eligible to enroll in grades K-8 on a part-time basis unless they are disabled. The District will review requests for part-time enrollment of grades 9-12 students on a case-by-case basis, with a building principal making a final decision. The District will consider only those students who are not enrolled in any other school, including a home school.~~

~~Criteria for accepting students in grades 9-12 for part-time enrollment are the following:~~

1. Accepting a student will not create excess student enrollment in a requested class;
2. Accepting a student will not create need for an additional staff member;
3. Accepting a student will not cause a new section of a course to be created.

The District will accept on a first-come, first-served basis students wishing to enroll in the same course. Whenever the enrollment position of a part-time student is needed for a regular, full-time student during the year, a full-time student has priority for the position beginning with the next semester.

Legal Reference: § 20-9-311(a), MCA Calculation of average number belonging (ANB) –
 3-year averaging

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 08/26/1991, 10/09/1995, 10/14/1996, 01/11/1999, 02/08/1999, 01/10/2000, 04/28/2008, 07/13/2009,
04/24/2019

STUDENTS

3202 (renumbered to 2132)

Student and Family Privacy Rights

Surveys - General

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use -

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

The District has developed and adopted procedures regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the

school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-5901

Policy History:

Adopted on: 08/08/2005

Reviewed on:

Revised on:

STUDENTS

3211

Pregnant Students

~~A student shall not be excluded from attendance in the regular school program solely on the grounds of pregnancy. A pregnant student may be required to produce a physician's statement as to the condition of her health relative to her continued presence in the regular school program. If the statement indicates that the pregnant student's health and physical well-being mandates her withdrawal from regular school attendance, the district shall require a suitable alternative educational program.~~

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on:

STUDENTS

3212

Married Students

~~Married students shall have the same rights and responsibilities as unmarried students. This includes the right to participate in any extracurricular activities on the same basis and subject to the same requirements as unmarried students.~~

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on:

STUDENTS

3222

Distribution and Posting of Student Materials

District policy allows distribution of materials of ~~parent and student curricular clubs and non-curricular groups~~ organizations sponsored by the District or other governmental agencies. ~~The District also may allow distribution of materials that provide information valued or needed by the District.~~

The Superintendent, building principal, or designee must approve all materials before they may be distributed or posted. ~~by any organization. Materials distributed or posted will include an indicator to inform the recipient if the material is from curricular student club or non-curricular student group.~~

To facilitate the distribution of materials with information about student activities, each school may maintain a centrally located bulletin board for the posting of materials, and/or maintain a table available to students for placing approved materials. Materials may also be posted on designated walls in the school buildings.

Materials from curricular student club or non-curricular student group which provide information valued or needed by the students of the school district may be distributed, except those that would:

- A. Disrupt the educational process;
- B. Violate the rights of others;
- C. Invade the privacy of others;
- D. Infringe on a copyright;
- E. Violate District policy, procedure, or administrative directive;
- F. Be obscene, vulgar or indecent; or
- G. Promote violence, discriminatory conduct, the use of drugs, alcohol, tobacco, nicotine and any other tobacco innovation, firearms, or certain products that create community concerns.

All community materials must be reviewed and approved by the Superintendent or designee in accordance with Policy 4331- ~~and the building principal. In the high school district, all student-initiated materials to be posted must be approved by the building principals.~~

<u>Cross References:</u>	<u>Policy 3550 – Student Clubs</u>
	<u>Policy 4331 Use of School Property for Posting Notices</u>
	<u>Policy 3233 Student Use of School Facilities – Equal Access</u>
	<u>Policy 3510 School Sponsored Activities</u>

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 10/24/1988, 03/22/2010, 04/14/2014

STUDENTS

3223

Addressed by Policy 3233.

Freedom of Assembly

~~Individual students and student organizations may meet in school rooms or auditoriums, or at outdoor locations on school grounds, to discuss, pass resolutions and take other lawful action regarding any matter which directly or indirectly concerns or affects them, whether or not it relates to school. Such activities shall not be permitted to interfere with the normal operation of the school and must be conducted when the building is open to the public.~~

~~Legal Reference: Article II, Section 6 and 15, 1972 Montana Constitution~~

Policy History:

~~Adopted on: 11/24/1986~~

~~Reviewed on:~~

~~Revised on:~~

STUDENTS

3224

Student Dress

The District recognizes that a student's choice of dress and grooming habits demonstrate personal style and preference. The District has the responsibility to ensure proper and appropriate conditions for learning, along with protecting the health and safety of its student body. Even though the schools will allow a wide variety of clothing styles, dress and grooming must not materially or substantially disrupt the educational process of the school or create a health or safety hazard for students, staff, or others.

Building administrators shall establish procedures for the monitoring of student dress and grooming in school or while engaging in extracurricular activities. Students attending public events sponsored by the school district are permitted to honor their American Indian heritage through the display of culturally significant tribal regalia at a public event sponsored by the school district. Any item that promotes drug use, weapon use, threats of violence, sexual harassment, bullying, or other intimidation, or violates another district policy, state, or federal law may not be worn at a public event sponsored by the school district. Specific regulations shall be published annually in student handbooks.

Cross Reference: 2333 Participation in Commencement Exercises

Legal Reference: § 2-1-315, MCA Tribal regalia and objects of cultural significance - allowed at public events

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 01/25/1988, 04/24/2006

STUDENTS

3235

Video Surveillance

The Board authorizes the use of video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property and to safeguard District buildings, grounds, and equipment. The Superintendent will approve appropriate locations for video cameras.

The Superintendent will notify staff and students, through staff and student handbooks or by other means, that video surveillance may occur on District property. A notice will also be posted at the main entrance of all District buildings, and on all buses, indicating the use of video surveillance.

The District may choose to make video recordings a part of a student's educational record or of a staff member's personnel record. The District will comply with all applicable state and federal laws related to record maintenance and retention.

Video recordings will be totally without sound.

Cross Reference: 3600 Student Records

Policy History:

Adopted on: 03/05/2001

Reviewed on:

Revised on: 05/13/2013

STUDENTS

3260

Malicious Vandalism

~~Any student who intentionally damages, destroys or removes any school property or commits any other vandalism may be removed from the premises immediately and may be subject to suspension or expulsion. Board expulsion may result in a total loss of credit for the semester in question. The cost involved in repairing the premises after malicious vandalism may be charged to the student and such cost must be paid prior to re-entry. Additional action may be taken by the police and probation authorities.~~

Cross Reference: Policy #9321, 9321P

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on:

STUDENTS

3300

Suspension and Expulsion - Corrective Actions and Punishment

The Board recognizes that every student is entitled to due process rights that are provided by law.

Suspension

- “Suspension” means the exclusion of a student from attending individual classes or school and participating in school activities for an initial period not exceeding ten (10) school days. An administrator may order suspension of a student.

The procedure set forth below will be followed when a proposed punishment of a student is to include denial of the right of school attendance from any single class or from a full schedule of classes for at least one (1) day.

Before any suspension is ordered, a building administrator will meet with a student to explain charges of misconduct, and the student will be given an opportunity to respond to the charges.

When a student’s presence poses a continuing danger to persons or property or poses an ongoing threat of disruption to the educational process, a pre-suspension conference will not be required, and an administrator may suspend a student immediately. In such cases, a building administrator will provide notice of and schedule a conference as soon as practicable following the suspension.

A building administrator will report any suspension immediately to a student’s parent or legal guardian. An administrator will provide a written report of suspension that states reasons for a suspension, including any school rule that was violated, and a notice to a parent or guardian of the right to a review of a suspension. An administrator will send a copy of the report and notice to the Superintendent.

The Superintendent will conduct a review of any suspension on request of a parent or legal guardian. A student and parent or legal guardian may meet with the Superintendent to discuss suspension. After the meeting and after concluding a review, the Superintendent will take such final action as appropriate.

Upon a finding by a school administrator that the immediate return to school by a student would be detrimental to the health, welfare, or safety of others or would be disruptive of the educational process, a student may be suspended for one (1) additional period not to exceed ten (10) school days, if the student is granted an informal hearing with the school administrator prior to the additional suspension, and if the decision to impose the additional suspension does not violate the Individuals with Disabilities Education Act (IDEA) or Rehabilitation Act.

Students who are suspended from any class or from school entirely have the right to make up any work missed according to the student handbook.

Expulsion

- “Expulsion” is any removal of a student for more than twenty (20) school days without the provision of educational services. Expulsion is a disciplinary action available only to the Board.

The Board, and only the Board, may expel a student from school and may do so only after following due process procedures set forth below.

The Board will provide written notice to a student and parent or legal guardian of a hearing to consider a recommendation

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for expulsion, which will be sent by registered or certified mail at least five (5) school days before the date of the scheduled hearing. The notice will include time and place of hearing, information describing the process to be used to conduct the hearing, and notice that the Board intends to conduct the hearing in closed session unless a parent or legal guardian waives the student's right to privacy.

Within the limitation that a hearing must be conducted during a period of student suspension, a hearing to consider expulsion may be rescheduled when a parent or legal guardian submits a request showing good cause to the Superintendent at least two (2) school days before a hearing date as originally scheduled. The Superintendent will determine if a request shows good cause to reschedule a hearing.

The student has the right to be present for the duration of the hearing. At hearing the student may be represented by counsel and ask questions, present perspectives, and provide witnesses or documentation. The Board is not bound by formal rules of evidence in conducting the hearing.

Each school shall maintain a record of any disciplinary action that is educationally related, with explanation, taken against the student. When the Board of Trustees takes disciplinary action against a student, the Board must keep a written record of the action taken, with detailed explanation, even if the disciplinary action is decided during a closed session. A disciplinary action that is educationally related is an action that results in the expulsion or out-of-school suspension of the student. This record must be maintained/destroyed consistent with Montana Local Government Records Schedule 7, and is subject to transfer to a local educational agency, accredited school, or nonpublic school pursuant to 20-1-213, MCA.

Procedures for Suspension and Expulsion of Students With Disabilities

The District will comply with provisions of the Individuals with Disabilities Education Act (IDEA) and Rehabilitation Act when disciplining students. The Board will not expel any special education student when the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. The Board may expel pursuant to its expulsion procedures any special education student whose gross disobedience or misconduct is not a manifestation of the student's disability. A disabled student will continue to receive education services as provided in the IDEA or Rehabilitation Act during a period of expulsion.

A building administrator may suspend a child with a disability from the child's current placement for not more than ten (10) consecutive school days for any violation of school rules, and additional removals of not more than ten (10) consecutive school days in that same school year for separate incidents of misconduct, as long as those removals do not constitute a change of placement under 34 CFR 300.519(b), whether or not a student's gross disobedience or misconduct is a manifestation of a student's disabling condition. Any special education student who has exceeded or who will exceed ten (10) days of suspension may temporarily be excluded from school by court order or by order of a hearing officer, if the District demonstrates that maintaining the student in the student's current placement is substantially likely to result in injury to the student or to others. After a child with a disability has been removed from his or her placement for more than ten (10) school days in the same school year, during any subsequent days of removal the public agency must provide services to the extent required under 34 CFR 300.121(d).

An administrator may remove from current placement any special education student who has carried a weapon to school or to a school function or who knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function or inflicts serious bodily injury on another person while at school on school premises, or at a school function under the jurisdiction. A serious bodily injury is one that involves a substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ or faculty. The District will place such student in an appropriate interim alternative educational setting for no more than forty-five (45) school days in accordance with the IDEA or Rehabilitation Act.

Legal Reference:	20 U.S.C. 1400, et seq.	Individuals with Disabilities Education Act
	34 CFR 300.519-521	Procedural Safeguards
	§ 20-1-213, MCA	Transfer of School Records
	§ 20-4-302, MCA	Discipline and punishment of pupils –definition of corporal punishment – penalty – defense
	§ 20-4-402, MCA	Duties of district superintendent or county high school principal
	§ 20-5-105, MCA	Attendance officer – powers and duties
	§ 20-5-106, MCA	Truancy
	§ 20-5-201, MCA	Duties and sanctions
	§ 20-5-202, MCA	Suspension and expulsion
	ARM 10.16.3346	Aversive Treatment Procedures
	ARM 10.55.910	Student Discipline Records
	<i>Goss v. Lopez</i> , 419 US 565 (1975)	
	Section 504 IDEA	

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 05/13/1996, 08/10/2009, 08/12/2013, 06/09/2014, 08/14/2017

STUDENTS

3311

FIREARMS AND WEAPONS**Firearms**

For the purposes of the firearms section of this policy, the term “firearm” means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device pursuant to 18 U.S.C. 921 (4). Such term does not include an antique firearm pursuant to 18 U.S.C. 921 (16).

It is the policy of the Bozeman Public Schools District to comply with the federal Gun Free Schools Act of 1994 and state law 20-5-202 (2), MCA, pertaining to students who bring a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district. In accordance with 20-5-202 (3), MCA, a teacher, superintendent, or a principal shall suspend immediately for good cause a student who is determined to have brought a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district. In accordance with Montana law, a student who is determined to have brought a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district must be expelled from school for a period of not less than 1 year.

However, the Board of Trustees through this policy authorizes the Superintendent, or principal of a school without a Superintendent, to use his/her discretion on a case-by-case basis and modify the requirement of expulsion of a student if he/she deems such modification to be warranted under the circumstances.

A decision to change the placement of a student with a disability who has been expelled pursuant to this section must be made in accordance with the Individuals with Disabilities Education Act.

Possession of Weapons other than Firearms

The District does not allow weapons on school property. Any student found to have possessed, used or transferred a weapon on school property will be subject to discipline in accordance with the District’s discipline policy. For purposes of this section, “weapon” means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury, including but not limited to air guns; pellet guns; BB guns; fake (facsimile) weapons; all knives; blades; clubs; metal knuckles; nunchucks (also known as nunchucks); throwing stars; explosives; fireworks; mace or other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

No person shall possess, use, or distribute any object, device, or instrument having the appearance of a weapon, and such objects, devices, or instruments shall be treated as weapons, including but not limited to weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate, and such use will be treated as the possession and use of a weapon.

The District will refer to law enforcement for immediate prosecution any person who possesses, carries, or stores a weapon **in a school building**, and the District may take disciplinary action as well in the case of a student. In addition the District will refer for possible prosecution of a parent or guardian of any minor violating this policy on grounds of allowing a minor to possess, carry, or store a weapon in a school building. (45-8-361 (1) (2))

For the purposes of this section only, “school building” means all buildings owned or leased by a local school district that are used for instruction or for student activities. (45-8-361 (5a))

~~The Bozeman Public Schools prohibit individuals from possessing or carrying weapons on school district property. This prohibition is adopted in accordance with the Gun-Free School Zone Act and Montana Code Section 45-8-361. The trustees of a district~~ Board may grant persons and entities advance permission to possess, carry, or store a weapon in a school building ~~as per Montana Code Section 45-8-361(3b).~~ **All persons who wish to possess, carry, or store a weapon in a school building must request permission of the Board at a regular meeting.** The Board has sole discretion in deciding whether to allow a person to possess, carry, or store a weapon in a school building. (45-8-361 (3b))

This policy does not apply to law enforcement officers acting in his or her official capacity.
(45-8-361 (3a))

In accordance with 45-8-361. MCA, the Board recognizes that tools which fit the definition of a “weapon” are useful and necessary in certain educational settings. Examples include knives used in cooking classrooms, explosive gases used for welding lessons and tools used in art classes. The Board grants permission for the possession, use, and storage of these tools in school buildings to the extent that they are:

- 1. Used in conjunction with approved instructional programs and curriculum,
- 2. Necessary components of the lesson,
- 3. Used only under the supervision of the appropriate instructor, and
- 4. Securely stored when not in classroom use.

The trustees shall annually review this policy and update this policy as determined necessary by the trustees based on changing circumstances pertaining to school safety.

Cross Reference:	3310	Student Discipline
	4332	Conduct of School Property
Legal Reference:	§ 20-5-202, MCA	Suspension and expulsion
	§ 45-8-361, MCA	Possession or allowing possession of a weapon in a school building
	20 U.S.C. § 7151, et seq.	Gun Free Schools Act of 1994
	18 U.S.C. § 921	Definitions
	NCLB, Section 4141	Gun Free Requirements

Policy History:

Adopted on: 11/14/1994

Reviewed on:

Revised on: 09/14/1998, 06/11/2007, 02/23/2009, 03/28/2011, 09/09/2013, 04/26/2016

Independent Education Evaluation

I. General Provisions

A. Rights and Definitions

1. A parent has the right to an Independent Educational Evaluation at public expense if the parent disagrees with an evaluation obtained by the school district. However, the school district may initiate a hearing under ~~34 (CFR) 300.506~~ **34 CFR 300.507(a)(1)** Impartial Due Process Hearing to show that its evaluation is appropriate. If the final decision of the hearing officer is that the evaluation is appropriate, the parent still has the right to an Independent Educational Evaluation (IEE), but not at public expense.
2. The Bozeman School District shall provide to parents, on request, information about where an Independent Educational Evaluation may be obtained.
3. For the purposes of this part:
 - a. Independent Educational Evaluation means an evaluation conducted by a qualified examiner who is not employed by the school district responsible for the education of the child in question.
 - b. Public expense means that the school district either pays for the full cost of the evaluation or ensures that the evaluation is otherwise provided at no cost to the parent, consistent with ~~34 (CFR) 300.301~~ **34 CFR 300.17** Free Appropriate Public Education (FAPE).

B. Independent Evaluations at Parent Expense

If the parent obtains an Independent Educational Evaluation at private expense, the results of the evaluation:

1. Must be carefully considered by the school district in any decision made with respect to the provision of FAPE (Free & Appropriate Public Education) to the child; and
2. May be presented as evidence at a hearing under this subpart regarding that child.

C. Request for Evaluations by Hearing Officers

If a hearing officer requests an Independent Educational Evaluation as part of a hearing, the cost of the evaluation must be paid for by the school district, ~~34 (CFR) 503. (d)~~ **34 CFR 300.502 (d)** Requests for Evaluations by Hearing Officer.

D. Agency Criteria

Whenever an independent evaluation is at public expense, the criteria under which the evaluation is obtained, including the location of the evaluation and qualifications of the examiner, must be the same as the criteria which the public agency uses when it initiates an evaluation, ~~34 (CFR) 300.503~~ **34 CFR 300.502 (e)(1)** Independent Educational Evaluation.

Further the Analysis to the Final Regulations of Individual with Disabilities Act (IDEA)-B states that
“School Districts should not be asked to bear the costs of unreasonably expensive independent evaluations.”

Policy History:

Adopted on: 12/08/1997

Reviewed on:

Revised on:

Use of Alcohol-Sensor Device

Students are prohibited by Montana law and District policy from using or possessing alcoholic beverages. It is District policy to deter use or possession of alcoholic beverages by students on District property or at school-sponsored or related activities or events, through use of an alcohol-sensor device.

Anytime the Superintendent, another administrator, or a teacher has reasonable suspicion that a student has consumed an alcoholic beverage, the student will be given an opportunity to admit or deny consumption of alcohol. If the student admits consumption of alcohol, appropriate disciplinary action will be taken under applicable District policies and student handbook provisions, including potential restriction of or exclusion from participation in extra- and co-curricular activities.

If the student denies consumption of alcohol, the Superintendent or another District employee designated by the Superintendent may utilize an alcohol-sensor device to either confirm alcohol consumption or eliminate the suspicion. Confirmation of alcohol consumption will result in appropriate disciplinary action under applicable District policies and student handbook provisions, including potential restriction of participation in or exclusion from extra- and co-curricular activities.

If the student refuses to submit to testing for the presence of alcohol, the District may rely upon other evidence of alcohol consumption in determining whether District policy has been violated.

- Cross Reference:
- 1312 Administrative Procedures
 - 3300 Suspension and Expulsion
 - 3300P Corrective Actions and Punishment
 - 3310 Student Discipline
 - 3310P Discipline of Students With Disabilities
 - 3340 Extra- and Co-Curricular Alcohol, Drug, and Tobacco Use

- Legal Reference:
- § 20-5-201, MCA Duties and sanctions
 - § 45-5-624, MCA Unlawful attempt to purchase or possession of intoxicating substance – interference with sentence or court order

Policy History:
Adopted on:
Reviewed on:
Revised on:

STUDENTS

3420

Student Safety

The Board recognizes that safe practices should be incorporated into all aspects of the instructional program and directs the superintendent to develop and post rules for safety and the prevention of accidents. These rules shall provide for:

1. Instruction of students and staff in safety and accident prevention.
2. Protective devices where they are required for the safety of students.
3. Suitable and safe equipment where such equipment is necessary for the conduct of the educational program and the operation of the schools.

Legal Reference: 10.55.505 A.R.M. Safety

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on:

Abused and Neglected Child Reporting

A District employee who has reasonable cause to suspect, as a result of information they receive in their professional or official capacity, that a child is abused or neglected by anyone regardless of whether the person suspected of causing the abuse or neglect is a parent or other person responsible for the child's welfare, shall report the matter promptly to the Department of Public Health and Human Services. Child abuse or neglect means actual physical or psychological harm to a child, substantial risk of physical or psychological harm to a child, and abandonment. This definition includes sexual abuse and sexual contact by or with a student. The obligation to report suspected child abuse or neglect also applies to actual or attempted sexual or romantic contact between a student and a staff member.

A District employee who makes a report of child abuse or neglect is encouraged to notify the building administrator of the report. An employee does not discharge the obligation to personally report by notifying the Superintendent or principal.

Any District employee who fails to report a suspected case of abuse or neglect to the Department of Public Health and Human Services, or who prevents another person from doing so, may be civilly liable for damages proximately caused by such failure or prevention and is guilty of a misdemeanor. The employee will also be subject to disciplinary action up to and including termination.

When a District employee makes a report, the DPHHS may share information with that individual or others as permitted by law. Individuals in the District who receive information related to a report of child abuse or neglect shall maintain the confidentiality of the information.

Cross Reference: 5223 Personal Conduct
 3225 Sexual Harassment of Students

Legal Reference: § 41-3-201, MCA Reports
 § 41-3-202, MCA Action on reporting
 § 41-3-203, MCA Immunity from liability
 § 41-3-205, MCA Confidentiality – disclosure exceptions
 § 41-3-207, MCA Penalty for failure to report
 § 45-5-501, MCA Definitions
 § 45-5-502, MCA Sexual Assault

Policy History:
Adopted on:
Reviewed on:
Revised on:

STUDENTS

3441

Release of Student During the School Day

Prior to sending a student to his/her home for illness, discipline or a corrective action, the principal **or designee** shall attempt to reach the student's parent to inform him/her of the school's action and to request that he/she come to the school for the child. If the principal **or designee** cannot reach the parent, K-9 students shall remain at school until the close of the school day. A student may be released to a law enforcement officer in accordance with Policy #4411 (Relations with Law Enforcement and Child Protective Agencies).

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on:

STUDENTS

3520

Student Fees and Fines

Within the concept of free public education, the District will provide an educational program for students as free of costs as possible.

Fees

The Board may require fees for actual cost of breakage and for excessive supplies used in commercial, industrial arts, music, domestic science, science, or agriculture courses. The Board may also charge a student a reasonable fee for any course or activity not reasonably related to a recognized academic and educational goal of the District or for any course or activity taking place outside normal school functions. The Board may waive fees in cases of financial hardship.

The Board delegates authority to the Superintendent to establish appropriate fees and procedures governing collection of fees and asks the Superintendent to make annual reports to the Board regarding fee schedules. The Board also may require fees for actual cost of breakage and for excessive supplies used in commercial, industrial arts, music, domestic science, science, or agriculture courses.

Fines

The District holds a student responsible for the cost of replacing materials or property that are lost or damaged because of negligence. A building administrator will notify a student and parent regarding the nature of violation or damage, how restitution may be made, and how an appeal may be instituted. ~~The District may withhold a student's grades or diploma until restitution is made. A student or parent may appeal, in writing, the imposition of a charge for damages to the Superintendent. The District may not refuse to transfer files because a student owes fines or fees.~~

Withholding and Transferring Records for Unpaid Fines or Fees

Pursuant to MCA 20-5-201 (4):

- (a) ~~A school district may withhold the grades, diploma, or transcripts of a pupil who is responsible for the cost of school materials or the loss or damage of school property until the pupil or the pupil's parent or guardian satisfies the obligation.~~
- (b) ~~A school district that decides to withhold a pupil's grades, diploma, or transcripts from the pupil and the pupil's parent or guardian pursuant to subsection (4)(a) shall:~~

The District may not refuse to transfer files to another district because a student owes fines or fees. The District may not withhold the school schedule of a student because the student owes fines or fees. The district may withhold the grades, diploma, or transcripts of a current or former student who is responsible for the cost of school materials or the loss or damage of school property until the student or the student's parent or guardian pays the owed fines or fees.

In the event a student who owes fines or fees transfers to another school district in the state and the District has decided to withhold the student's grades, diploma, or transcripts from the student and the student's parent or guardian, the District shall:

1. upon receiving notice that the student has transferred to another school district in the state, notify the student's parent or guardian in writing that the school district to which the student has transferred will be requested to withhold the student's grades, diploma, or transcripts until any obligation has been satisfied;
2. forward appropriate grades or transcripts to the school district to which the student has transferred;
3. at the same time, notify the school district to which the student has transferred of any financial obligation of the student and request the withholding of the student's grades, diploma, or transcripts until any obligations are met;
4. when the student or the student's parent or guardian satisfies the obligation, inform the school district to which the student has transferred.

A student or parent may appeal the imposition of a charge for damages to the Superintendent and to the Board.

Legal reference:	§ 20-1-213 (3), MCA	Transfer of school records
	§ 20-5-201(4), MCA	Duties and sanctions
	§ 20-7-601, MCA	Free textbook provisions
	§ 20-9-214, MCA	Fees

Policy History:

Adopted on: 11/2/1986

Reviewed on:

Revised on: 01/22/2007, 04/14/2014

COMMUNITY RELATIONS

~~4324~~ (Renumber to 3535)

Distribution of Fund Drive Literature Through Students

It is the policy of this District to refrain from having the students, as student body members, used for collection or dissemination purposes.

Although the schools recognize that much good is derived from such drives, it is the policy of this district to refrain from having the students, as student body members, used for such collection or dissemination purposes.

Exceptions to this policy will be considered when recognized student or school-affiliated organizations of the district request permission to participate in such activity.

The superintendent shall have the authority to grant exceptions to this policy. The following guidelines shall be followed to assist in the decision-making process:

1. The objectives of the contest, campaign, or promotion shall be consistent with the district's goals and policies.
2. The proposed activity shall have educational value to the participants and be free of objectionable advancement of the name, product or special interest of the sponsoring group.
3. Participation by a student would not interfere with his/her program of curricular or co-curricular activities.

Policy History:

Adopted on: 9/22/86

Reviewed on:

Revised on:

STUDENTS

3608

Receipt of Confidential Records

Pursuant to Montana law, the District may receive case records of the Department of Public Health and Human Services and its local affiliate, the county welfare department, the county attorney, and the court concerning actions taken and all records concerning reports of child abuse and neglect. The District will keep these records confidential as required by law and will not include them in a student's permanent file.

The Board authorizes the individuals listed below to receive information with respect to a District student who is a client of the Department of Public Health and Human Services:

- Superintendent
- Deputy Superintendent Instruction

When the District receives information pursuant to law, the Superintendent will prevent unauthorized dissemination of that information.

Cross Reference: 3600 - 3600P Student Records

Legal Reference: § 41-3-205, MCA Confidentiality – disclosure exceptions

Policy History:

Adopted on:

Reviewed on:

Revised on:

Programs for At-Risk/Disadvantaged Students

The District will designate one (1) at-risk coordinator to collect and disseminate data regarding dropouts in the District and to coordinate the District's program for students who are at high risk of dropping out of school.

Each school year, the at-risk coordinator will prepare a dropout reduction plan that identifies:

1. The number of District students who dropped out in the preceding regular school term;
2. The number of students in grades 1-12 who are at risk of dropping out;
3. The District's dropout rate goal for the next school year;
4. The dropout reduction programs, resources, and strategies to be used during the school year.

The Board will review and approve the plan and will make it available to the public.

The District is not required to prepare a dropout reduction plan if fewer than five percent (5%) of its students are identified as "at risk" of dropping out.

At-Risk Students

In determining whether a student is at high risk of dropping out of school, the District will consider the student's academic performance as well as whether the student is adjudged delinquent; abuses drugs or alcohol; is a student of limited English proficiency; receives compensatory or remedial education; is sexually, physically, or psychologically abused; is pregnant; is a slow learner; enrolls late in the school year; stops attending school before the end of the school year; is an underachiever; is unmotivated; or exhibits other characteristics that indicate the student is at high risk of dropping out of school.

Programs and District Plan

The District will provide a remedial and support program for any student who is at risk of dropping out of school.

The District will have a plan designed to retain students in a school setting. The District plan will be the responsibility of the Superintendent or the designated at-risk coordinator and will:

1. Emphasize a comprehensive team approach that includes the Superintendent, principal, parent/guardian, teacher, student, community service provider, business representative, or others;
2. Include objectives designed to meet the identified needs of at-risk students and to retain those students in school;
3. Be designed to use community resources that are available to serve at-risk youth;
4. Provide for parental involvement, such as participation in developing student academic plans and training programs for parents; and
5. Provide for review of individual profiles for at-risk students.

The District plan may also:

1. Include alternatives; and
2. Provide for the referral of students who drop out to programs such as adult basic education, Job Training Partnership Act programs, or other options.

Policy History:

Adopted on:

Reviewed on:

Revised on:

Gangs and Gang Activity

The Board is committed to ensuring a safe and orderly environment, where learning and teaching may occur void of physical or psychological disruptions, unlawful acts, or violations of school regulations. Gang activities create an atmosphere of intimidation in the entire school community. Both the immediate consequences of gang activity and the secondary effects are disruptive and obstructive to the process of education and school activities. Groups of individuals which meet the definition of gangs, defined below, shall be restricted from school grounds or school activities.

A gang is defined as any group of two (2) or more persons, whether formal or informal, who associate together to advocate, conspire, or commit:

- A. One or more criminal acts; or
- B. Acts which threaten the safety or well-being of property or persons, including but not limited to harassment and intimidation.

Students on school property or at any school-sponsored activity shall not:

- 1. Wear, possess, use, distribute, or sell any clothing, jewelry, emblem, badge, symbol, sign, or other items which are evidence of membership in or affiliation with any gang and/or representative of any gang;
- 2. Engage in any act, whether verbal or nonverbal, including gestures or handshakes, showing membership in or affiliation with any gang and/or that is representative of any gang; or
- 3. Engage in any act furthering the interest of any gang or gang activity, including but not limited to:
 - a. Soliciting membership in or affiliation with any gang;
 - b. Soliciting any person to pay for protection or threatening another person, explicitly or implicitly, with violence or with any other illegal or prohibited act;
 - c. Painting, writing, or otherwise inscribing gang-related graffiti, messages, symbols, or signs on school property;
 - d. Engaging in violence, extortion, or any other illegal act or other violation of school property.
 - e. Writing or drawing gang-related messages or symbols in notebooks, notes, or other student-generated papers messages discovered by the School District in the course of an employee's duties or as a result a search conducted in accordance with Policy 3231. This provision is intended to be interpreted and enforced consistent with Policy 3220.

Violations of this policy shall result in disciplinary action, up to and including suspension, expulsion, and/or notification of police.

Cross Reference: Policy 3220 – Freedom of Expression
 Policy 3231 – Search and Seizure

Legal Reference: § 45-8-405, MCA Pattern of criminal street gang activity
 § 45-8-406, MCA Supplying of firearms to criminal street gang

Policy History:

Adopted on: 07/09/2007

Reviewed on:

Revised on:

Student use of Personal Mobile Devices

I. PURPOSE

The purpose of this policy is to set forth expectations for appropriate use of existing and emerging technologies referred to in this policy as personal mobile devices which students may possess, including but not limited to cellular phones, digital picture/video cameras and/or camera phones, personal digital assistants, audio recording devices, iPods, iPads, MP3 players or streaming devices, pagers, and other personal electronic devices capable of transmitting data or images.

II. GENERAL STATEMENT OF POLICY

The School District holds high expectations for student behavior, academic integrity, and responsible use of personal mobile devices. Students who possess and/or use such devices at school or school sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals within the school community.

III. STANDARDS FOR RESPONSIBLE USE AT SCHOOL, ON BUSES OR AT SCHOOL ACTIVITIES

A. Respect for the educational environment:

- i. Personal mobile devices shall be turned off and kept out of sight during instructional time.
- ii. Students shall not use any personal mobile device that in any way disrupts or detracts from the educational environment.
- iii. Use of personal mobile devices is prohibited in classrooms during the school day, Media Centers and testing centers, and during fine arts performances.
- iv. Students will not be allowed to leave class in response to any personal mobile devices.
- v. High school students are permitted to use personal mobile devices in an appropriate and respectful manner before and after classes, in common areas—such as near lockers or the cafeteria—or outside on school grounds. This provision specifically does not apply to middle school students and middle school students are not permitted to use personal mobile devices in the manner noted in this section.
- vi. With prior approval of the school principal, teachers may permit the purposeful use of personal mobile devices in support of curriculum learning objectives.
- vii. In the case of medical necessity or emergency, a student shall be permitted to possess or use a personal mobile device provided the student receives advanced authorization from the school principal.

B. Respect for privacy rights:

- i. Students shall not photograph or videotape other individuals at school or at school sponsored activities without their knowledge and consent, except for activities considered to be in the public arena such as sporting events or public performances.

ii. Students shall not email, post to the Internet, or other otherwise electronically transmit images of other individuals taken at school without their expressed written consent.

iii. Use of personal mobile devices is strictly prohibited in locker rooms and restrooms.

C. Assuring academic integrity: Students shall not use personal mobile devices in any way that may cause a teacher or staff member to question whether the student may be cheating on tests or academic work or violating copyright policy.

D. Compliance with Other District Policies: Use of personal mobile devices must not violate any other District policies, including those regarding student privacy, copyright, cheating, plagiarism, student code of conduct, electronic technologies acceptable use, or harassment. If a violation occurs involving more than one District policy, consequences for each policy will apply.

IV. VIOLATIONS OF THIS POLICY

A. Violations of this policy will follow the consequences stated in the Student Handbook. Repeated or severe infractions of this policy may also at the principal's discretion, result in additional disciplinary action.

Policy History:

Adopted on:

Reviewed on:

Revised on:

STUDENTS

Cell Phones and Other Electronic Equipment

~~Student possession and use of cellular phones, pagers, and other electronic devices (including, but not limited to iPods, Phones, CD Players, MP3 Players, computers and other devices, whether internet accessible or not) on school grounds, at school-sponsored activities, and while under the supervision and control of school District employees is a privilege which will be permitted only under the circumstances described herein. At no time will any student operate a cell phone or other electronic device with video or photographic capabilities in a locker room, bathroom, or other location where such operation may violate the privacy right of another person. Students may use cellular phones, pagers, and other electronic signaling devices on campus before school begins and after school ends or as determined by school procedures. Schools may regulate the use of cell phones by parents and other adults while they are on school property. In special circumstances, the building principals may authorize use of cell phones or other electronic devices by students (for example, the use of iPods during a bus trip, or exceptions due to a specific student situation). Specific building regulations and procedures shall be published annually in student handbooks. The District is not responsible for lost or stolen devices.~~

Cross-reference:

Policy #3240 Guidelines of Conduct (K-12)

Policy #3300 Corrective Actions or Punishment

Policy #3310 Student Discipline

Policy #3612 District-Provided Access to Electronic Information, Services, and Networks

Adopted: 5-22-06 Rev.: 7/09/07, 12/14/09, 12/12/11, 7/10/12, 11/12/12

STUDENTS

3650

Pupil Online Personal Information ProtectionCompliance

The School District will comply with the Montana Pupil Online Personal Information Protection Act. The School District shall execute written agreements with operators who provide online applications for students and employees in the school district. The School District will execute written agreements with third parties who provide digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of pupil records. The written agreements will require operators and third parties to the School District for K-12 purposes or the delivery of student or educational services to comply with Montana and federal law regarding protected student information. All pupil records accessed by the operator or third party during the term of the agreement or delivery of service to the application will continue to be the property of and under the control of the school district.

Operators of Online Applications

Operators providing online applications to the School District shall not target advertising to students, sell student information, or otherwise misuse student information. Operators shall not use information to amass a profile about a pupil, except in furtherance of K-12 school purposes. Operators shall not sell a pupil's information, including protected information unless authorized by law. Operators shall not disclose protected information unless the disclosure is made in accordance with School District policy, state or federal law, or with parent consent. Operators shall implement and maintain reasonable security procedures and practices appropriate to the nature of the protected information and safeguard that information from unauthorized access, destruction, use, modification, or disclosure. Operators shall delete a pupil's protected information if the school or district requests the deletion of data under the control of the school or district.

Third Parties Providing Software and Services

Third parties providing digital education software and services to the School District shall certify that pupil records will not be retained or available to the third party upon completion of the terms of the agreement. Furthermore, third parties shall not use any information in pupil records for any purpose other than those required or specifically permitted by the agreement with the operator. Third parties shall not use personally identifiable information in pupil records to engage in targeted advertising.

Third parties providing digital education software and services to the School District shall provide a description of the means by which pupils may retain possession and control of their own pupil-generated content. Third parties shall provide a description of the procedures by which a parent, legal guardian, or eligible pupil may review personally identifiable information in the pupil's records and correct erroneous information. Third parties shall provide a description of the actions the third party will take, including the designation and training of responsible individuals, to ensure the security and confidentiality of pupil records. Third parties shall provide a description of the procedures for notifying the affected parent, legal guardian, or pupil if 18 years of age or older in the event of an unauthorized disclosure of the pupil's records;

Failure to Comply and Legal Review

An operator's or third party's failure to honor the law, agreement or School District policy will result in termination of services. The School District will report any operator who fails to honor the law to the appropriate authorities for criminal prosecution.

All contracts and agreements executed under this agreement will be reviewed by the School District's legal counsel. The Montana Model Data Privacy Agreement as adopted at Policy 3650F is considered to have been reviewed by legal counsel. Any other contracts or agreements, including amendments or changes to the Model Data Privacy Agreement will be reviewed in accordance with this section.

Cross Reference: 3600 Student Records
 3650F Model Agreement

Legal Reference: Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. 99
 Montana Pupil Online Personal Information Protection Act, Title 20, chapter 7, part 13, MCA

Policy History:

Adopted on:

Reviewed on:

Revised on:



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.2.1
Originated By:	Mike Waterman
Others Involved:	Lori Ross

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of Board Meeting Minutes.

Facts & Discussion:

1. Minutes of the [August 6, 2020](#) Board Retreat.
2. Minutes of the [August 10](#) and [September 14, 2020](#) Regular Board Meetings.
3. Minutes of the [August 17](#), [August 24](#), [August 31](#), [September 21](#), and [September 28, 2020](#), Special Board Meetings.
4. Upon approval, the minutes represent the official actions of the Board of Trustees of School District No. 7.

Fiscal Impact:

N/A

Recommendation:

The Superintendent is requesting the Board to approve as presented the minutes of the Board Retreat of 08-06-20, Regular Board Meetings of 08-10-20 and 09-14-20 and Special Board Meetings of 08-17-20, 08-24-20, 08-31-20, 09-21-20 and 09-28-20.

Other Alternatives:

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



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - High School District
Agenda Item #:	4.3.1
Originated By:	Todd Swinehart, Director of Facilities
Others Involved:	Steve Johnson, Deputy Superintendent Operations

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:
Consider Approval of High School Bond Projects Update.

Facts & Discussion:
1. The attached report has been developed by the Owner’s Construction Representative, along with project architects and contractors to reflect the most recent status of the projects.

Fiscal Impact:
\$125,000,000 Bond Proceeds

Recommendation:
The Superintendent is requesting the Board to approve the High School Bond Projects Update.

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

Discussion:

Project: BHS Renovation
Schedule:

1. January 27, 2020 - Board Approval of the GMP for a sum of \$29,555,890

The Board of Trustees has accepted CTA Architects Engineers for design services along with Langlas and Associates to perform GC/CM services for the renovation efforts at BHS. Construction bids were approved at the January 27, 2020 board meeting with a not to exceed Guaranteed Maximum Price of \$29,555,890. The construction schedule has been accelerated and construction was able to begin in May 2020. As construction continues, students and staff are able to safely occupy the building with very minimal disruptions to their daily schedules.

Overall the project is approximately 16% Complete.

Current construction progress has been highlighted with the attached reports along with a short duration schedule.



SEPTEMBER PROGRESS REPORT

PROJECT: Bozeman High School Renovation

TO: Todd Swinehart (TS), Director of Facilities, Bozeman Public Schools

FROM: Nathan Helfrich, Cushing Terrell
Roger Davis, Langlas and Associates

SUBJECT: Progress Report for September 2020

Progress Update

1. RFIs Discussed
 - a. RFI 70: Building 4 Roof VRF Piping
 - i. Currently routing inside, but will be within reach of students
 - ii. Avoided putting them on the roof to limit roof penetrations
 - iii. Structural doesn't want to penetrate the glulams to route in the hallway
 - iv. Cushing Terrell will provide a sketch of the piping in the corridor
 - v. Cushing Terrell will check to see if it is an option to route it on the wall/ fascia, rather than the roof
 - vi. No cost change to put it on the roof
 - vii. Lineset extends from condenser to F wing
 - viii. Potential to move piping to the roof and support it off the rubber blocks
 - ix. Look at the roof to determine if an additional layer of roofing is required beneath the pad support locations
 - b. RFI 74: SW Parking Lot Security
 - i. Langlas/Connect Group is working on a solution
 - c. RFI 76: F5 Power Receptacles
 - i. Boiler room F5 has receptacles in the office only
 - ii. Removed existing receptacles due to condition
 - iii. BSD7 wants receptacles included – no code – Cushing Terrell recommends adding a receptacle at the south, east, and west wall
 - iv. Add a data jack at the custodial office
 - d. RFI 89: AHU Return Fan VFD and Pneumatic Dryer
 - i. The cable to a VFD appears to be faulty
 - ii. BSD7 to look at why it is pulling a high current and determine if they want Langlas to address it.
2. Submittals
 - a. Fire sprinkler is high priority

3. Todd requested extending a temporary fence to block off the metal shop outdoor storage – a gate will be provided for access
4. Discussed swapping out the gas regulator
 - a. Northwestern energy will have to shut off gas
5. Band room in M wing has 2 receptacles that don't have power. Langlas is troubleshooting the issue.
6. The north wing cameras are not currently operating. Langlas is troubleshooting the issue.
7. Cable tray liner
 - a. Approximately \$2,500 to add the white plastic liner
 - b. BSD7 gave direction to proceed with the liner
 - c. The cable tray is to be painted to match the ceiling
8. Service corridor wall protection options
 - a. Stainless steel is currently shown
 - b. Cart crash bars at railing height and floor elevation – BSD7 items aren't all at a specific elevation
 - c. Wall protection panels that are used in hospitals
 - d. Cushing Terrell to send the options researched to Todd
9. Can the microscopes be built in? Todd will send info to Cushing Terrell for review to see if they can be included in the casework
10. Student walkway
 - a. BSD7 asked if the covered student walkway extended as far as it can go? Langlas stated it can go further south, but the north end would conflict with the bus loop. The system doesn't work well on a radius, but it can be installed in segments. The goal is to have a covered walkway from N wing to H wing (might conflict with alley and would close off access to the janitor doors)
 - b. BSD7 asked if it could be closed off on the west side to prevent driving rain and snow. Plexi-glass was discussed early on. Langlas will look at a screen material that will knock down the rain and snow
11. Langlas proposed cutting in a 6'-0" or 7'-0" door into the wall at N-wing – this could be infilled with block later, or could be storefront (storefront to match the adjacent storefront)
 - a. Cushing Terrell will send a Sketchup image for the window infill
 - b. Doors will open out to avoid conflicting with the elevator
12. There isn't a WAP (wireless access point) in the boiler room F5, custodial office, or adjacent shop – BSD7 doesn't think it is required. There is a WAP in the adjacent classroom.
13. CCDs Discussed
 - a. CCD 006 Crushed Fill
 - b. CCD 011 Scoreboard controller connection
 - i. Wireless controller, so power connection only anticipated
 - c. CCD 019 Existing Dry Well

Construction Progress

- Construction progress images (attached)
- Building Key Plan (attached)
- Site Phasing Plan (attached)

Budget Update

- The construction project remains on budget

Invoice Status

- Paid in full to date

Schedule Update

- Project Substantially Complete June 2022



Fig 01: Temporary door for student access at N-wing.



Fig 02: Covered Walkway for temporary student access at N-wing.



Fig 03: Underslab utility preparation at student commons.



Fig D4: Under slab utility preparation at student commons.



Fig D5: Vapor barrier installation and under slab preparation at learning community.



Fig D6: Vapor barrier installation and under slab preparation at learning community.



Fig 07: Vapor barrier installation and under slab preparation at learning community.

BHS Renovation Building Schedule Plan
Summer 2020 - Fall 2020
Updated 9.29.20

New Construction

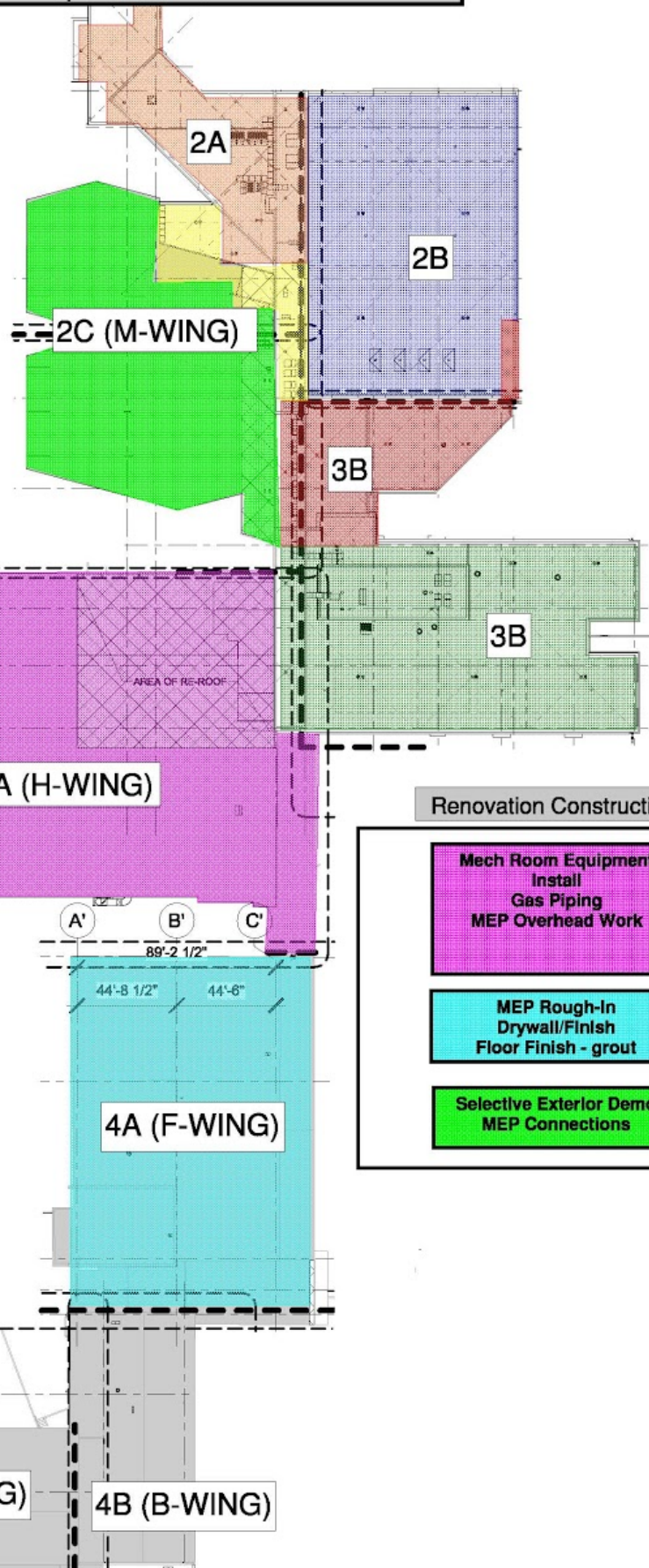
Interior Footings
 MEP Underground
 Storm Drain Underground
 Slab On Grade Prep

Foam/Backfill
 Interior Footings
 MEP Underground

Foam/Backfill
 Interior Footings
 MEP Underground

Foam/Backfill
 Interior Footings
 MEP Underground

Int. Footings
 Foundation
 Foam/Backfill
 MEP Underground

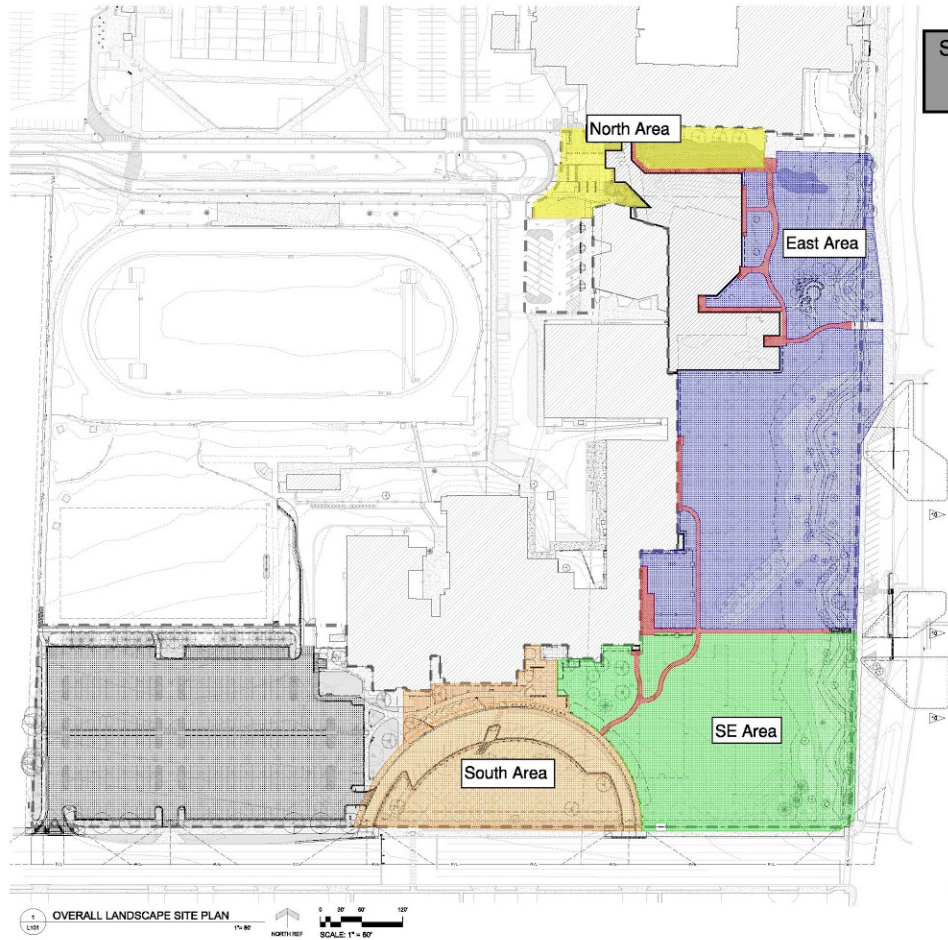


Renovation Construction

Mech Room Equipment
 Install
 Gas Piping
 MEP Overhead Work

MEP Rough-In
 Drywall/Finish
 Floor Finish - grout

Selective Exterior Demo
 MEP Connections



Site Exterior Improvements Phasing Plan
Summer 2020 - Fall 2020
Updated 9/29.20

North Area
Swale Prep/Install
Material Storage
Dirt Haul/Move
Final Hardscapes/Landscaping
to Start 2021

East Area
Dirt Haul/Move
Storm Drain Install
Material Storage
Final Hardscapes/Landscaping
to Start 2021

SE Area
Dirt Haul/Move/Remove
Bridge SWPPP Work
Material Storage
Final Hardscapes/Landscaping
to Start 2021

South Area
Work to Start Summer 2021



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Architect's Field Report

The observations in this report are made to generally reflect the progress and quality of the Work on the date of this report and are not intended to be exhaustive evaluations of the quality or quantity of the Work.

PROJECT: <i>(name and address)</i> Bozeman High School 205 North 11 th Ave Bozeman, Montana	CONTRACT INFORMATION: Contract For: General Construction Date: 12/1/2016	Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-008	
OWNER: <i>(name and address)</i> Bozeman School District 404 W Main Street Bozeman, MT 59715	ARCHITECT: <i>(name and address)</i> Cushing Terrell 411 E Main Street Bozeman, MT 59715	CONTRACTOR: <i>(name and address)</i> Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715	
DATE OF SITE VISIT: 09/15/2020	TIME: 10:00 AM	WEATHER: Clear	TEMP. RANGE: 70-75F
WORK IN PROGRESS: Site grading, mechanical/electrical/plumbing installation, footing, foundation, and CMU of building 2B & 3B.		PRESENT AT SITE: Civil Sub-contractors, Masonry Sub-contractors, General Contractor field staff, MEP Sub-contractors, concrete Sub-contractor	

OBSERVATIONS: *(Include known deviations from the Contract Documents and the Contractor's most recent construction schedule, and defects and deficiencies observed in the Work.)*

Work in Progress (Observed):

1. Formwork for Building 2A & 2B. (Fig. 1-1)
2. Plumbing lines are being installed in Building 3B. (Fig. 1-2)
3. The new H-wing boiler room mechanical units are being installed as well as mechanical and plumbing lines in H-wing, the long hall ceiling, and in F-wing. (Fig. 2-1)
4. Floor cracks are being filled in F-wing classrooms.

Observations:

1. Electrical rough in for the new F-wing classrooms is nearly complete. (Fig. 2-2)
2. Backfill for the new classroom wing (building 3B) is complete.
3. Auditorium rigging pit waterproofing installation is complete.
4. Excavation for auditorium seating is underway. (Fig. 3-1)
5. Brick masonry repair in F-wing is underway. (Fig. 3-2)
6. The following deficiencies were observed on site:
 - a. Punchlist items for N-wing renovation work are not complete and spaces have been occupied.
 - b. Cold formed metal framing was not protected from the weather.
 - c. Not all joints in the new foundation insulation had been sealed.
 - d. A number of items have been installed prior to submittal review.

Discussions:

Kasey Welles and Tyler Decker discussed removing an exit sign in H-wing where an exit has been removed.

Upcoming Work (Next 2 Weeks)

- 1.Mechanical, Electrical, and Plumbing rough-in and/or startup (buildings 2A, 2B, 2C, 3A, & 3B)
- 2.Charter overhead line rerouting
- 3.Drywall in building 4A.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

Langlas to submit on all products installed for review.Langlas to install spray polyurithane foam in all joints in foundation insulation. Langlas to protect cold formed metal studs from weather as required by specifications.

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-

09/22/2020

SIGNATURE

DATE

Kasey Welles, Project Architect

PRINTED NAME AND TITLE

Digital Signatures Page

Kasey Welles

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CN=Kasey Welles, OU=Users,
OU=Bzmin, DC=otagroup, DC=net
Date: 2020.09.22 09:14:20-06'00'



Figure 1-1: Formwork - Building 2A

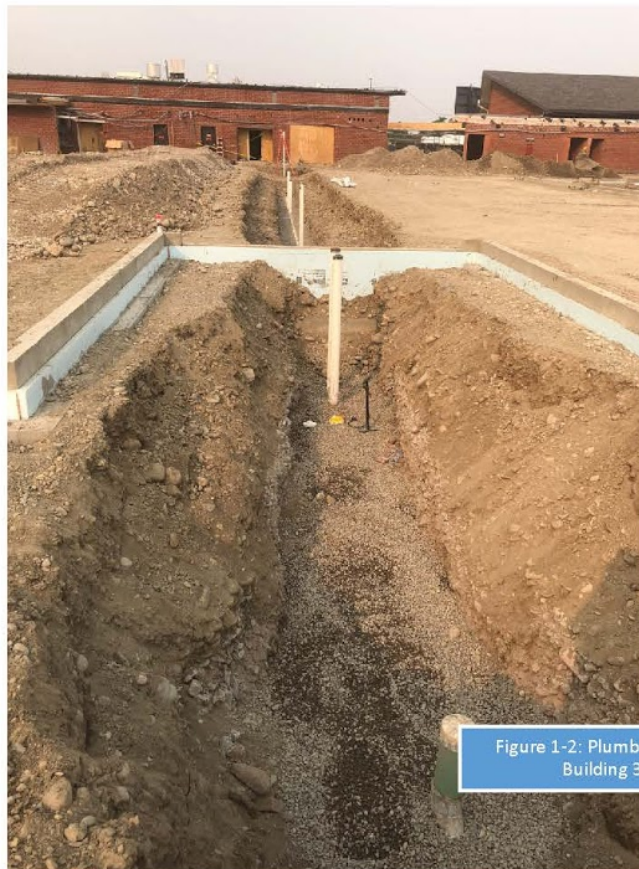


Figure 1-2: Plumbing Lines -
Building 3B

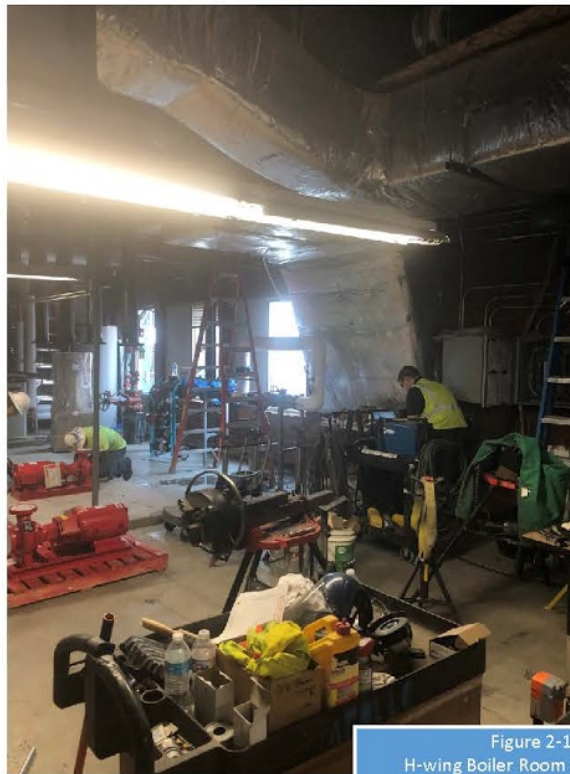


Figure 2-1:
H-wing Boiler Room Mechanical
Installation

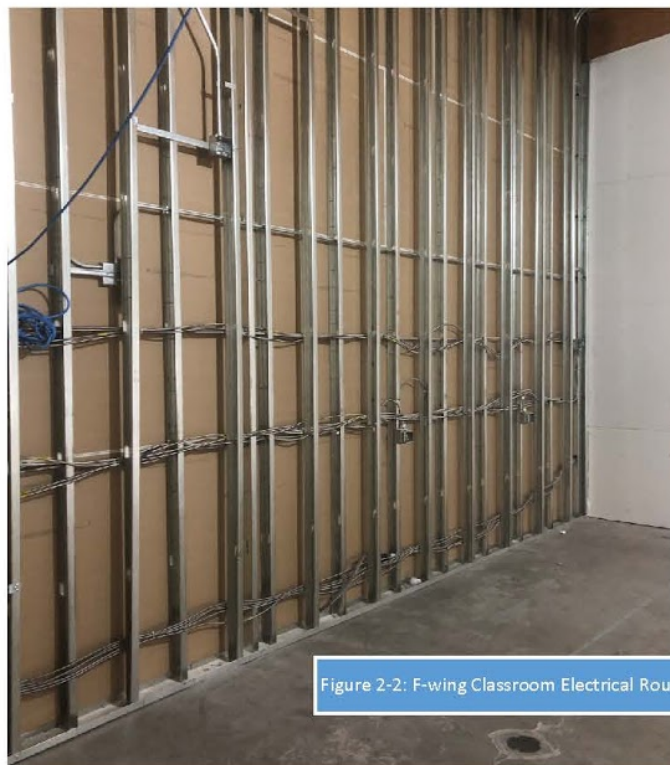


Figure 2-2: F-wing Classroom Electrical Rough In



Figure 3-1:
Auditorium Excavation



Figure 3-2: Brick Masonry Repair in F-wing



AIA® Document G711™ – 2018

Architect's Field Report

The observations in this report are made to generally reflect the progress and quality of the Work on the date of this report and are not intended to be exhaustive evaluations of the quality or quantity of the Work.

PROJECT: <i>(name and address)</i> Bozeman High School 205 North 11 th Ave Bozeman, Montana	CONTRACT INFORMATION: Contract For: General Construction Date: 12/1/2016	Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-009
OWNER: <i>(name and address)</i> Bozeman School District 404 W Main Street Bozeman, MT 59715	ARCHITECT: <i>(name and address)</i> Cushing Terrell 411 E Main Street Bozeman, MT 59715	CONTRACTOR: <i>(name and address)</i> Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715

DATE OF SITE VISIT: 09/29/2020	TIME: 1:00 PM	WEATHER: Clear	TEMP. RANGE: 70-75F
--	-------------------------	--------------------------	-------------------------------

WORK IN PROGRESS: Site grading, mechanical/electrical/plumbing installation, footing, foundation, auditorium rough in, & underslab rough in.	PRESENT AT SITE: Civil Sub-contractors, Masonry Sub-contractors, General Contractor field staff, MEP Sub-contractors, concrete Sub-contractor
--	---

OBSERVATIONS: *(Include known deviations from the Contract Documents and the Contractor's most recent construction schedule, and defects and deficiencies observed in the Work.)*

Work in Progress (Observed):

1. Formwork for Building 2B. (Fig. 1-1)
2. Plumbing and radon mitigation lines are being installed in Building 3B. (Fig. 1-2)
3. Mechanical and plumbing lines in F-wing are being installed. (Fig. 2-1)
4. Backfill at Building 2A

Observations:

1. Column foundation formwork is in place in building 3B. (Fig. 2-2)
2. Auditorium formwork is in progress. (Fig. 3-1)
3. Elevator pit waterproofing installation is complete.
4. Lift pit in building 4A is poured. (Fig. 3-2)
5. Brick masonry repair and infill in F-wing is underway.
6. The following deficiencies were observed on site:
 - a. Cold formed metal framing was not protected from the weather.
 - b. Not all joints in the new foundation insulation had been sealed.
 - c. A number of items have been installed prior to submittal review.

Discussions:

Kasey Welles and Justin Hood (Apollo) discussed RFI 070 VRF pipe routing.

Upcoming Work (Next 2 Weeks)

1. Mechanical, Electrical, and Plumbing rough-in and/or startup (buildings 2A, 2B, 2C, 3A, & 3B)
2. Charter overhead line rerouting
3. Drywall in building 4A.

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User Notes:

(3B9ADA55)

-
4. Doors, ceilings, and casework in Building 4A.
 5. Precast panel install in building 2A.
 6. Slab on grade prep and installation.
-

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

Langlas to submit on all products installed for review. Langlas to install spray polyurethane foam in all joints in foundation insulation. Langlas to protect cold formed metal studs from weather as required by specifications.

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-

10/05/2020

SIGNATURE

DATE

Kasey Welles, Project Architect

PRINTED NAME AND TITLE

Digital Signatures Page

Kasey Welles

Digitally signed by Kasey Welles
DN:
E=KaseyWelles@cushingerrell.com,
CN=Kasey Welles, OU=Users,
OU=Bzmin, DC=otagroup, DC=net
Date: 2020.10.06 06:18:41 -06'00'



Figure 1-1: Formwork - Building 2B



Figure 1-2: Plumbing Lines -
Building 3B

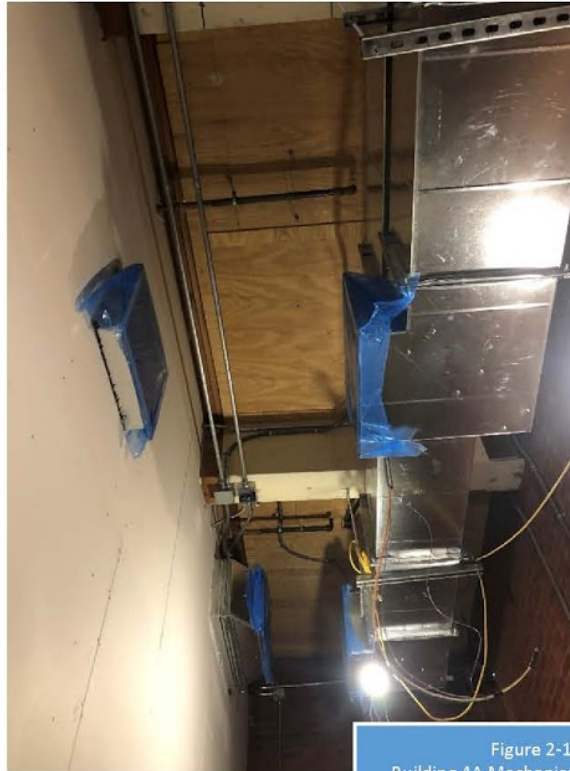


Figure 2-1:
Building 4A Mechanical Installation



Figure 2-2: Building 3B Column Foundation
Formwork



Figure 3-1:
Auditorium Formwork



Figure 3-2: Building 4A Lift Pit Concrete

**Structural Observation Report Form**Observation performed by: Cody ReynoldsProject: Bozeman High RenovationProject #: 18151-0102Weather: SunnyTemperature: 65Time on Site: 7:00-7:45 AM Date: 9/4/2020Page: 1 of 1**Individuals Present During Observation:**Cody ReynoldsCompany: DCI EngineersJean FreemanCompany: Langlas

Company: _____

Company: _____

Company: _____

Company: _____

Company: _____

Company: _____

OBSERVED STRUCTURAL ELEMENTS AND THEIR CONNECTIONS

FOUNDATION	WALL	FRAMES	FLOOR	ELEMENT/CONNECTION OBSERVATION LOCATION
<input checked="" type="checkbox"/> Footing, Stem Walls	<input checked="" type="checkbox"/> Concrete	<input type="checkbox"/> Steel Moment Frame	<input type="checkbox"/> Concrete	Building 2B South Perimeter Walls
<input type="checkbox"/> Mat Foundation	<input type="checkbox"/> Masonry	<input type="checkbox"/> Steel Braced Frame	<input type="checkbox"/> Steel Deck	
<input type="checkbox"/> Caisson, Piles, Grade Beams	<input type="checkbox"/> Wood	<input type="checkbox"/> Concrete Moment Frame	<input type="checkbox"/> Wood	
<input type="checkbox"/> Retaining Foundation	<input type="checkbox"/> Others:	<input type="checkbox"/> Proprietary Wood Shear Wall	<input type="checkbox"/> Others:	
<input type="checkbox"/> Others:		<input type="checkbox"/> Others:		

Observations:

Vertical and horizontal wall reinforcement were in general conformance with Construction Documents.

Pier reinforcement was in general conformance with Construction Documents.

Deficiencies:**Action Taken:**

Signature: _____

Date: 9/8/2020

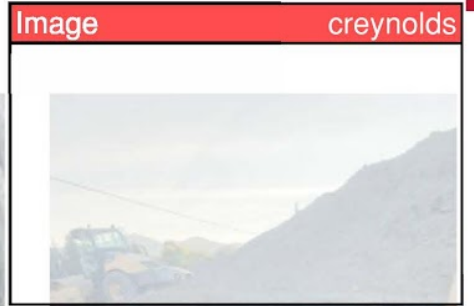


Image 1: Wall reinforcement and blockout and reinforcement at Grid F.



Image 2: Pier reinforcement at Grid 6F.

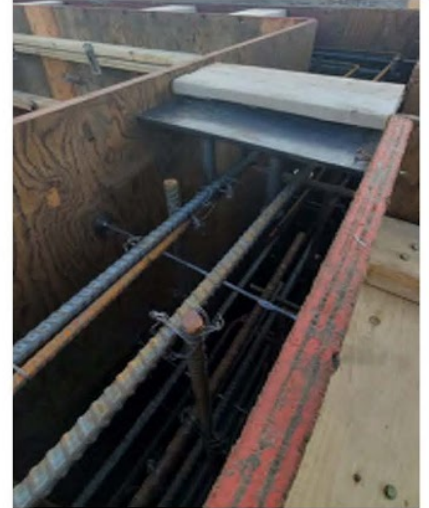


Image 3: Wall reinforcement and embed at Grid 5.

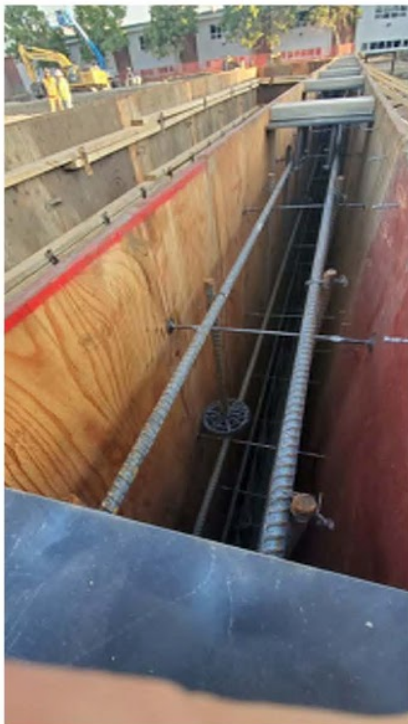


Image 4: Wall reinforcement and embeds at at Grid I.

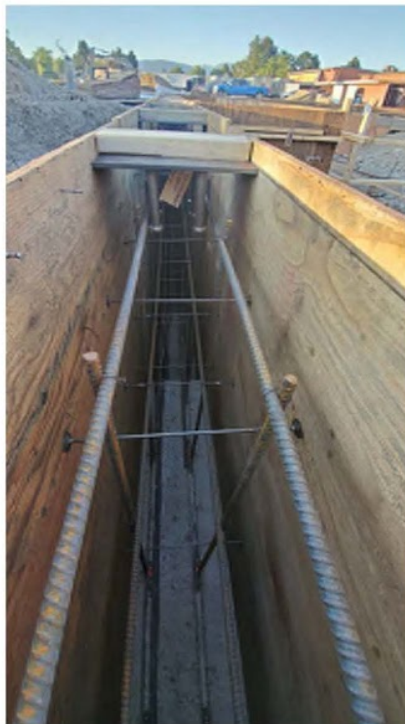


Image 5: Wall reinforcement and embeds at at Grid I.



Image 6: Wall reinforcement at Grid 5.



Structural Observation Report Form

Observation performed by: Cody Reynolds
 Project: Bozeman High Renovation Project #: 18151-0102
 Weather: Sunny Temperature: 70
 Time on Site: 3:30-4:30 AM Date: 9/10/2020 Page: 1 of 1

Individuals Present During Observation:

<u>Cody Reynolds</u>	Company: <u>DCI Engineers</u>
<u>Jon Lovgren</u>	Company: <u>DCI Engineers</u>
<u>Jean Freeman</u>	Company: <u>Langlas</u>
_____	Company: _____
_____	Company: _____
_____	Company: _____
_____	Company: _____
_____	Company: _____

OBSERVED STRUCTURAL ELEMENTS AND THEIR CONNECTIONS

FOUNDATION	WALL	FRAMES	FLOOR	ELEMENT/CONNECTION OBSERVATION LOCATION
<input checked="" type="checkbox"/> Footing, Stem Walls	<input checked="" type="checkbox"/> Concrete	<input type="checkbox"/> Steel Moment Frame	<input type="checkbox"/> Concrete	Building 2A North Perimeter Walls
<input type="checkbox"/> Mat Foundation	<input type="checkbox"/> Masonry	<input type="checkbox"/> Steel Braced Frame	<input type="checkbox"/> Steel Deck	
<input type="checkbox"/> Caisson, Piles, Grade Beams	<input type="checkbox"/> Wood	<input type="checkbox"/> Concrete Moment Frame	<input type="checkbox"/> Wood	
<input type="checkbox"/> Retaining Foundation	<input type="checkbox"/> Others:	<input type="checkbox"/> Proprietary Wood Shear Wall	<input type="checkbox"/> Others:	
<input type="checkbox"/> Others:		<input type="checkbox"/> Others:		

Observations:

Vertical and horizontal wall reinforcement were in general conformance with Construction Documents.
 Pier reinforcement was in general conformance with Construction Documents.
 Footing width, depth, and long. rebar were in general conformance with the Construction Documents.
 Dowels for stemwall vert. reinf were in general conformance with the Construction Documents.
 Spread footing rebar was in general conformance with the Construction Documents.

Deficiencies:

Missing transverse footing rebar at footing CC3.

Action Taken:

Contractor to add additional transverse rebar.

Signature: _____

Date: 9-17-2020



Image 1: Elevator pit foundation.



Image 2: Wall reinforcement
north of Grid 4.



Image 3: Pier reinforcement along
Grid BB.



Image 4: Slab pourover dowels
along Grid BB.



Image 5: Footing AA-CC.



Image 6: Grid 1 footings and dowels.



Image 7: Grid 2 footings and dowels.





Image 1:
Overall stage wall
footings



Image 2:
Interior spread
footing at auditorium
C7

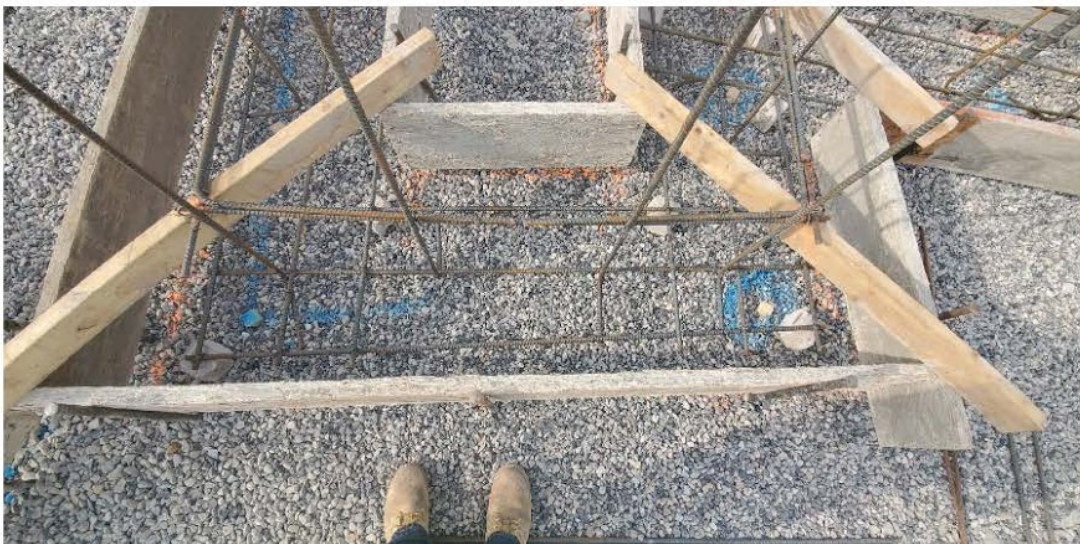


Image 3:
Typical reinforcement
at stage wall footings



Image 4:
Overall elevator pit
wall forms



Image 5:
Typical 12" wall reinforcement at precast
walls



Image 6:
Interior spread footing at auditorium C7.
Depth to be adjusted

Bond Funding Sources and Uses Summary - To Date			10-1-2020
Funding Sources			
Bond Levy			\$125,000,000
Bond Interest Earnings			4,000,000
Original Bond Premium (\$100M Issue)			\$12,195,590
Less	Premium used for Issue costs & Bond Payments (\$100M Issue)	-4,075,226	
Second Issue Bond Premium (\$25M)			3,112,062
Less	Premium used for Issue Costs & Bond Payments (\$25M Issue)	-813,599	
Remaining Bond Premium for Project costs			\$10,418,827
Building Reserve available for Deferred Maintenance portion of BHS Project			4,000,000
Set Aside for Transition Levy Offset			-4,000,000
Total Funds Available			\$139,418,827
PROJECT: GHS - New Building Construction			
BSD7# 17-42-01			
1.	Soft Costs To Date	\$11,196,704	
2.	Hard Costs To Date	\$78,143,958	
3.	Total Costs to Date	\$89,340,662	
4.	Total Project Estimate	\$90,466,714	
PROJECT: BHS Site Work (Internal circulation, parking, roundabout and activity fields)			
BSD7# 17-41-36			
1.	Soft Costs To Date	\$1,596,882	
2.	Hard Costs To Date	\$12,000,322	
3.	Total Costs To Date	\$13,597,204	
4.	Total Project Estimate	\$14,281,975	
PROJECT: Additional Renovations to Existing BHS			
BSD7# 17-41-37			
1.	Soft Costs To Date	\$2,753,641	
2.	Hard Costs To Date	\$303,974	
3.	Total Costs To Date	\$3,057,616	
4.	Total Project Estimate	\$34,670,138	
Total Project Estimates		\$139,418,827	
Remaining Balance		\$0	



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.4.1
Originated By:	Pat Strauss, Director of Human Resources
Others Involved:	

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of the monthly Personnel Actions

Facts:

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

Fiscal Impact:

Noted on report

Recommendation:

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

Other Alternatives:

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

**Bozeman Public Schools
Human Resources**

October 12, 2020

REQUIRES BOARD ACTION

Confirmation of Employment (Classified)

Name	Position	Level/Step	Effective	Hourly Rate
Bauman, Rachel	SPED Resource PARA, .125 FTE, Discretionary PARA, .375 FTE, Self Contained PARA, .1875 FTE, HAWT, 9.25 mos.	B/D01	10/6/2020	\$12.48/\$13.71
Brown, Nadine	Non Instructional PARA, .375 FTE, CJMS, 9.25 mos.	B03	9/8/2020	\$12.97
Canade, Ellie	Self Contained PARA, .875 FTE, SMS, 9.25 mos.	D01	8/31/2020	\$13.71
Kailey, Kendra	SPED Resource PARA, .875 FTE, CJMS, 9.25 mos.	B01	9/16/2020	\$12.48
Masuda-Story, Emily	Custodian, .50 FTE, LONG, 12 mos.	G03	9/8/2020	\$17.23
Nason, Madison	Transportation PARA, .125 FTE, Self Contained PARA, .875 FTE, WHIT, 9.25 mos.	B/D02	8/31/2020	\$12.71/\$13.98
Peskuric, Kevin	Custodian, 1.0 FTE, Supt. Svcs., 12 mos.	G01	9/11/2020	\$16.58
Shurte, Madison	Self Contained PARA, .8438 FTE, IRVG, 9.25 mos.	D01	9/2/2020	\$13.71
Stanley, Ami	Custodian, 1.0 FTE, GHS, 12 mos.	G05	9/21/2020	\$17.91
Tansy, Sandra	FS Specialist, 1.0 FTE, GHS, 9.25 mos.	FB5	9/22/2020	\$13.48
Tarabochia, Amber	Non Instructional PARA, .350 FTE, CJMS, 9.25 mos.	B01	9/8/2020	\$12.48

Confirmation of Request for Leave of Absence (Certified)

Name	Position	Reason	Effective Dates
Bernard, Ann	8th Gr. Core Teacher, 1.0 FTE, SMS	FMLA	10/6/20 - 1/14/21
Freund, Hannah	Kindergarten Teacher, .50 FTE, EMDI	Medical LOA	12/14/20 - 3/5/21
Spear, Rebecca	District Nurse, 1.0 FTE, ASPT	FMLA	10/26/20 - 11/10/20
Vauthier, Amanda	SPED Teacher, .40 FTE, MOST, .60 FTE, IRVG	FMLA	1/15/21 - 4/19/21

Confirmation of Resignations/Terminations (Classified)

Name	Position	Reason	Effective	Years of Service
Fujimori, Andy	Custodian, 1.0 FTE, G02, \$16.88/hr., GHS, 12 mos.	Resignation	10/2/2020	5.35 mos.
Gnuse, Patricia	Discretionary PARA, .350 FTE, B04, \$13.23/hr., EMDI, 9.25 mos.	Resignation	9/25/2020	2.54
Hillier, Laura	Self Contained PARA, .9063 FTE, D07, \$15.38/hr., EMDI, 9.25 mos.	Resignation	9/25/2020	2
Masuda-Story, Emily	Custodian, .50 FTE, G03, \$17.23/hr., LONG, 12 mos.	Resignation	10/13/2020	26 days
Merrell, Carrie	SPED PreK PARA, .225 FTE, D02, \$13.98/hr., WHIT, 9 mos.	Resignation	9/17/2020	6.5 mos.
McCabe, Kristen	Roving Custodian, 1.0 FTE, G04, \$17.57/hr., FAC, 12 mos.	Resignation	10/7/2020	2.7
Scott, Martin "Duwayne"	Print Shop Technician, 1.0 FTE, F32, \$22.92/hr., Supt. Svcs., 12 mos.	Retirement	11/2/2020	31.8

**Bozeman Public Schools
Human Resources**

October 12, 2020

REQUIRES BOARD ACTION (con't)

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

Name	Position	Reason	Effective	Years of Service
Steinfeld, Nicorie	Health Aide PARA, .5625 FTE, D04, \$14.52/hr., EMDI, 9.25 mos.	Resignation	9/29/2020	1.3
Wood, Sarah	SPED PreK PARA, .5063 FTE, D10, \$15.69/hr., HYL, 9 mos.	Resignation	9/11/2020	10

REPORT OF ADMINISTRATIVE ACTIONS

Changes and Revisions in Contracts (Administrative)

Name	From	To	Effective	Reason
Henigman, Ashley	Behavioral Support Specialist, 1.0 FTE, BA(M)+75, Step 10, \$11,221.90, HYL	Asst. Principal, 1.0 FTE, Salary TBD, SMS	10/12/2020	Temporary 1YO Internal Transfer

Changes and Revisions in Contracts (Classified)

Name	From	To	Effective	Reason
Banville, Kathryn	Satellite Hostess, .5625 FTE, FC14, \$16.48/hr., MOST, 9.25 mos	Satellite Hostess, .5625 FTE, FC14, \$16.48/hr., Elementary PARA, .275 FTE, B14, \$15.80/hr., MOST, 9.25 mos	9/8/2020	Additional Assignment(s), Increase in FTE/Hrs.
Berg, Jessica	Transportation PARA, .050 FTE, Discretionary PARA, .70 FTE, B12, \$15.58/hr., HYL, 9.25 mos.	Transportation PARA, .050 FTE, Discretionary PARA, .450 FTE, B12, \$15.58/hr., HYL, 9.25 mos.	10/5/2020	Decrease in FTE/Hrs.
Bowman, Kelly	Self Contained PARA, .75 FTE, D05, \$14.80/hr., WHIT, 9.25 mos.	Self Contained PARA, .75 FTE, Discretionary Self Contained, .125 FTE, D05, \$14.80/hr., WHIT, 9.25 mos.	8/31/2020	Additional Temporary Assignment(s), Increase in FTE/Hrs.
Connolly, John	SPED PreK PARA, .225 FTE, D02, \$13.96/hr., WHIT, 9 mos.	SPED PreK PARA, .675 FTE, D02, \$13.96/hr., WHIT, 9 mos.	9/22/2020	Increase in FTE/Hrs.
Emerson, Tia	SPED PreK PARA, .35 FTE, D01, \$13.71/hr., WHIT, 9 mos.	SPED PreK PARA, .675 FTE, D01, \$13.71/hr., WHIT, 9 mos.	9/22/2020	Increase in FTE/Hrs.
Falk-Gentholtz, Jane	Discretionary PARA, .5825 FTE, B07, \$12.79/hr., EMDI, 9.25 mos.	Discretionary PARA, .575 FTE, Transportation, .050 FTE, B08, \$14.79/hr., EMDI, 9.25 mos.	8/31/2020	Additional Assignment(s), Increase in FTE/Hrs.
Goheen, Dylan	Transportation PARA, .10 FTE, Discretionary PARA, .625 FTE, B08, \$14.51/hr., LONG, 9.25 mos.	Transportation PARA, .10 FTE, Discretionary PARA, .7875 FTE, B08, \$14.51/hr., LONG, 9.25 mos.	9/11/2020	Increase in FTE/Hrs.
Hincks, Darrelle	Guidance Secretary, .80 FTE, D08, \$16.87/hr., CJMS, 11 mos.	Guidance Secretary, 1.0 FTE, D08, \$16.87/hr., CJMS, 11 mos.	9/14/2020	Increase in FTE/Hrs.
Locke, Kathryn	Discretionary PARA, .050 FTE, B01, \$12.48/hr., HYL, 9.25 mos.	Discretionary PARA, .050 FTE Running Start PARA, .70 FTE, B01, \$12.48/hr., HYL, 9.25 mos.	9/10/2020	Additional Assignment(s), Increase in FTE/Hrs.
Love, Michael	Roving Custodian, 1.0 FTE, G08, \$19.00/hr., FAC, 12 mos.	Custodian, 1.0 FTE, G08, \$19.00/hr., BHS, 12 mos.	9/9/2020	Internal Transfer
Posdon, Andrea	Transportation PARA, .0625 FTE, B06, \$13.95/hr., Self Contained PARA, .875 FTE, D06, \$15.10/hr., LONG, 9.25 mos.	Executive Secretary, 1.0 FTE, H06, \$18.53/hr., IRVG, 10 mos.	9/28/2020	Internal Transfer
Roberson, Emma	Transportation PARA, .0625 FTE, B02, \$12.71/hr., IRVG, 9.25 mos.	Transportation PARA, .0625 FTE, Combo PARA, .750 FTE, B02, \$12.71/hr., IRVG, 9.25 mos.	9/14/2020	Additional Assignment(s), Increase in FTE/Hrs.

**Bozeman Public Schools
Human Resources**

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REPORT OF ADMINISTRATIVE ACTIONS (con't)

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

Name	From	To	Effective	Reason
Roberson, Emma	Transportation PARA, .0625 FTE, Combo PARA, .750 FTE, B02, \$12.71/hr., IRVG, 9.25 mos.	Transportation PARA, .125 FTE, Combo PARA, .750 FTE, B02, \$12.71/hr., IRVG, 9.25 mos.	9/14/2020	Increase in FTE/Hrs.
Scott, Brian	Custodian, 1.0 FTE, G06, \$18.27/hr., BHS, 12 mos.	Custodian, 1.0 FTE, G06, \$18.27/hr., GHS, 12 mos.	9/9/2020	Internal Transfer

Stipends - Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Alexander, Lindsay	Tech Mentor - HAWT	\$1,336.00	6	2020-2021
Audet, Alexa	Volleyball - Asst. Coach - GHS	\$3,915.00	3	8/13/20 - 11/21/20
Bakken, Matt	Football - Asst. Coach - BHS (.66 of 3)	\$2,583.90	3	8/13/20 - 11/21/20
Barefield, Matt	Golf - Asst. Coach - GHS	\$3,147.00	4	8/13/20 - 11/21/20
Bauman, Casey	Football - 7th Gr. - SMS	\$1,336.00	6	8/26/20 - 10/12/20
Berdahl, Kelly	BHS Bands (Longevity)	\$3,470.38	2	2020-2021
Berdahl, Kelly	BHS Marching Band (Longevity)	\$4,423.95	3	2020-2021
Berdahl, Kelly	BHS Jazz Band (Longevity)	\$3,556.11	4	2020-2021
Berdahl, Kelly	BHS Pep Band (Longevity)	\$2,373.00	5	2020-2021
Boyle, Robert	Football - Asst. Coach - BHS (Longevity)	\$4,071.60	3	8/13/20 - 11/21/20
Bridwell, Jourdan	Cross Country - Asst. Coach - GHS	\$3,147.00	4	8/13/20 - 11/21/20
Browne, Lacy	Cheer - Head Coach - Fall - BHS (.50) (Longevity)	\$3,092.04	2	8/13/20 - 11/21/20
Brown-McKenna, Judy	Tech Mentor - IRVG (Longevity)	\$1,389.44	6	2020-2021
Bryson, Grady	Soccer - Asst. Boys Coach - GHS (2/3 of 4)	\$2,098.00	4	8/13/20 - 11/21/20
Cade, Jennifer	Tech Mentor - HYL (Longevity)	\$1,389.44	6	2020-2021
Certalic, Michael	BHS Orchestras (Longevity)	\$6,470.38	2	2020-2021
Certalic, Michael	BHS Sunrise Strings (Longevity)	\$1,509.68	6	2020-2021
Certalic, Michael	GHS Orchestras (Longevity)	\$6,470.38	2	2020-2021
Chamberlain, Gordon	Tech Mentor - SMS (.50) (Longevity)	\$754.84	6	2020-2021
Chandler, Hunter	Football - Head Coach - GHS	\$6,494.00	1	8/13/20 - 11/21/20
Cialella, Colin	Soccer - Asst. Boys Coach - GHS (2/3 of 4)	\$2,098.00	4	8/13/20 - 11/21/20
Clark, Matt	Golf - Head. Coach - GHS (Longevity)	\$4,071.60	3	8/13/20 - 11/21/20
Coates, Kaylee	Volleyball - 7th Gr. - CJMS	\$1,336.00	6	8/26/20 - 10/14/20
Cobb, Kerri	Tech Mentor - GHS	\$1,336.00	6	2020-2021
Coffin, Morgan	Speech & Debate - Asst. Coach - BHS (Longevity)	\$4,071.60	3	9/28/20 - 2/20/21
Colliver, Charlotte	SMS Choirs (.83) (Longevity)	\$2,951.57	4	2020-2021
Croy, Guy	Football - Asst. Coach - BHS	\$3,915.00	3	8/13/20 - 11/21/20
Croy, Tylan	Football - Asst. Coach - BHS	\$3,915.00	3	8/13/20 - 11/21/20
Curry, Graydon	Cross Country - Head Coach - GHS	\$3,915.00	3	8/13/20 - 11/21/20
Daniels, Emily	Speech & Debate - Asst. Coach - BHS	\$3,915.00	3	9/28/20 - 2/20/21
Flynn, John "JP"	Football - Asst. Coach - GHS	\$3,915.00	3	8/13/20 - 11/21/20
Greene, Alex	Speech & Debate - Asst. Coach - GHS	\$3,915.00	3	9/28/20 - 2/20/21
Greiner, Katrina	Tech Mentor - BHS	\$1,336.00	6	2020-2021
Hawthorne, Elliot	Cross Country - Asst. Coach - BHS	\$3,147.00	4	8/13/20 - 11/21/20
Heide, Mary	SMS Choirs (.17)	\$534.99	4	2020-2021
Herbeck, Journey	Soccer - Asst. Boys Coach - BHS (Longevity)	\$3,272.88	4	8/13/20 - 11/21/20

**Bozeman Public Schools
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REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Herman, Eli	Soccer - Asst. Boys Coach - BHS	\$3,147.00	4	8/13/20 - 11/21/20
Hietala, Ben	Soccer - Head Boys Coach - GHS	\$3,915.00	3	8/13/20 - 11/21/20
Holsinger, Lynn	Speech & Debate - Head Coach - GHS	\$5,726.00	2	9/28/20 - 2/20/21
Hopkins, Kristin	Tech Mentor - LONG (Longevity)	\$1,442.88	6	2020-2021
Hostetler, Troy	Football - Asst. Coach - BHS	\$3,915.00	3	8/13/20 - 11/21/20
Houston, Julia	Soccer - Asst. Girls Coach - GHS	\$3,147.00	4	8/13/20 - 11/21/20
Houston, Todd	Golf - Asst. Coach - BHS	\$3,147.00	4	8/13/20 - 11/21/20
Humberger, Eric	Volleyball - Asst. Coach - GHS	\$3,915.00	3	8/13/20 - 11/21/20
Humberger, Logan	Football - Asst. Coach - GHS (Longevity)	\$4,071.60	3	8/13/20 - 11/21/20
Jackson, Dan	Cross Country - Asst. Coach - GHS	\$3,147.00	4	8/13/20 - 11/21/20
Jermyn, Casey	Cross Country - Head Coach - BHS (Longevity)	\$4,071.60	3	8/13/20 - 11/21/20
Jesness, Renee	Tech Mentor - MOST (.80)	\$1,068.80	6	2020-2021
Keegan, Jill	SMS Orchestras (Longevity)	\$3,272.88	4	2020-2021
Lind, Chandra	CJMS Orchestras (Longevity)	\$3,398.76	4	2020-2021
Malczyk, Jacob	BHS Choirs (Longevity)	\$6,184.08	2	2020-2021
Martin, Tina	Tech Mentor - EMDI (Longevity)	\$1,509.68	6	2020-2021
Mathiason, Sydney	Volleyball - Asst. Coach - BHS	\$3,915.00	3	8/13/20 - 11/21/20
Matosich, Adrian	Football - 7th Gr. - CJMS	\$1,336.00	6	8/26/20 - 10/12/20
Matthews, Eric	Tech Mentor - CJMS (Longevity)	\$1,442.88	6	2020-2021
Maurer, Michelle	GHS Choirs	\$5,726.00	2	2020-2021
McKinney, Kori	Cheer - Asst. Coach - Fall - BHS (.50) (Longevity)	\$1,636.44	4	8/13/20 - 11/21/20
Michael, Lila	Speech & Debate - Asst. Coach - BHS (Longevity)	\$4,071.60	3	9/28/20 - 2/20/21
Mobley, Justin	Football - Asst. Coach - BHS (Longevity)	\$4,071.60	3	8/13/20 - 11/21/20
Motley, Megan	Tech Mentor - GHS	\$1,336.00	6	2020-2021
Nahorniak, Mark	Football - Asst. Coach - BHS	\$3,915.00	3	8/13/20 - 11/21/20
Nelson, Ryan	Golf - Head Coach - BHS	\$3,915.00	3	8/13/20 - 11/21/20
Obstar, Ashley	Volleyball - Head Coach - GHS	\$5,726.00	2	8/13/20 - 11/21/20
Pate-Terry, Hunter	Soccer - Head Boys Coach - BHS (Longevity)	\$4,228.20	3	8/13/20 - 11/21/20
Rasmussen, Christine	Tech Mentor - MDLK (Longevity)	\$1,442.88	6	2020-2021
Rodriguez, Joseph	Football - 8th Gr. - CJMS	\$2,100.00	5	8/26/20 - 10/12/20
Rollison, Sydney	Soccer - Asst. Girls Coach - BHS	\$3,147.00	4	8/13/20 - 11/21/20
Ruffcorn, Jeffery	GHS Bands	\$5,726.00	2	2020-2021
Ruffcorn, Jeffery	GHS Marching Band	\$3,915.00	3	2020-2021
Ruffcorn, Jeffery	GHS Jazz Band	\$3,147.00	4	2020-2021
Ruffcorn, Jeffery	GHS Pep Band	\$2,100.00	5	2020-2021
Salvat, Zach	Football - Asst. Coach - GHS	\$3,915.00	3	8/13/20 - 11/21/20
Scott, George	Tech Mentor - SMS (.50)	\$668.00	6	2020-2021
Sticka, Michel	CJMS Bands (Longevity)	\$3,272.88	4	2020-2021
Sticka, Michel	CJMS Jazz Band (Longevity)	\$3,272.88	4	2020-2021
Stoddart, John	Soccer - Asst. Girls Coach - BHS (Longevity)	\$3,556.11	4	8/13/20 - 11/21/20
Swinford, Michelle	Speech & Debate - Asst. Coach - BHS	\$3,915.00	3	9/28/20 - 2/20/21

**Bozeman Public Schools
Human Resources**

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REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Tarabochia, Amber	Volleyball - 8th Gr. - CJMS	\$2,100.00	5	8/13/20 - 11/21/20
Tetrault, Jenny	Tech Mentor - WHIT (Longevity)	\$1,442.88	6	2020-2021
Thane, Adam	Speech & Debate - Head Coach - BHS (Longevity)	\$5,955.04	2	9/28/20 - 2/20/21
Todd, Whitney	Tech Mentor - MOST (.20) (Longevity)	\$277.89	6	2020-2021
Wesche, Levi	Summer Gym Supervisor - BHS (.333) (Longevity)	\$1,381.68	3	6/1/20 - 8/9/20
Wesche, Levi	Football - Head Coach - BHS (Longevity)	\$6,753.75	1	8/13/20 - 11/21/20
Wilcox, Nathan	SMS Bands (Longevity)	\$3,272.88	4	2020-2021
Wilcox, Nathan	SMS Jazz Band (Longevity)	\$3,272.88	4	2020-2021
Wilcox, Nathan	BHS & GHS Marching Band Asst. (Longevity)	\$1,389.44	6	2020-2021
Wright, Shawna	Tech Mentor - BHS	\$1,336.00	6	2020-2021
Yates, Tucker	Football - Asst. Coach - GHS	\$3,915.00	3	8/13/20 - 11/21/20

Stipends - Not Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Aamot, Mark	Activities Coordinator - CJMS	\$6,000.00		2020-2021
Alberson, Brittany	Department Head - Library - BHS	\$1,500.00		2020-2021
Barton, Candy	Department Head - Health Enhancement - BHS	\$3,000.00		2020-2021
Barton, Candy	Department Head - Health Sciences - BHS	\$1,500.00		2020-2021
Berdahl, Kelly	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Berdahl, Kelly	Liaison - Music - BHS	\$1,000.00		2020-2021
Berry, Katie	Private Tutor for Heritage Christian School (Hrly. Rate)	\$17.00		2020-2021
Blackwood, Sheri	National Board Certification - Counseling	\$2,000.00		2020-2021
Bradbury, Glenn	Department Head - ICTE - GHS	\$3,000.00		2020-2021
Brumwell, Ashley	Department Head - Math - GHS	\$3,000.00		2020-2021
Budt, Dave	HS Activities Director - GHS	\$1,500.00		2020-2021
Budt, Dave	Department Head - Social Studies - GHS	\$3,000.00		2020-2021
Certalic, Michael	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Certalic, Michael	Liaison - Music - GHS	\$1,000.00		2020-2021
Cobb, Kerri	Department Head - Library - GHS	\$1,500.00		2020-2021
Cole, Mike	Department Head - Math - BHS	\$6,000.00		2020-2021
Covington, Lauren	Ticket Taker - BHS/GHS (Hrly. Rate)	\$9.00		2020-2021
Curey, Colter	3 days to move in at GHS (Daily Rate)	\$100.00		2020-2021
Darbro, Pat	Drivers Ed Instructor - ADED (Hrly. Rate)	\$30.00		2020-2021
Edwards, Anna	Travel Stipend - 6+ sites	\$810.00	4	2020-2021
Ely, Samantha	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Glynn, Samanath	Liaison - SPED	\$1,000.00		2020-2021
Gustavsen, Erika	Department Head - Health Enhancement - GHS	\$3,000.00		2020-2021
Hoffman, Patrick	Department Head - Art - BHS	\$1,500.00		2020-2021
Howe, Nicole	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Keith, Anne	National Board Certification - Teaching	\$2,000.00		2020-2021

**Bozeman Public Schools
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REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Not Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Kelly, Shawna	Crisis Response Team Stipend (.50 of \$1,000)	\$500.00		2020-2021
Kelly, Shawna	National Board Certification - Psychology	\$2,000.00		2020-2021
Krogstad, Joanna	Department Head - FCS - BHS	\$1,500.00		2020-2021
Lehman, Sandra	Ticket Taker - BHS/GHS (Hrly. Rate)	\$9.00		2020-2021
Luedtke, Dacia	Liaison - Bridger Charter	\$1,000.00		2020-2021
Maurer, Michelle	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Maxwell, James	HS Activities Director - BHS	\$1,500.00		2020-2021
McGeehan, Miles	Department Head - Science - BHS	\$3,000.00		2020-2021
Merriman, Steve	Travel Stipend - 3 sites	\$490.00	2	2020-2021
Miller, Andrew	Department Head - Business - GHS	\$1,500.00		2020-2021
Motley, Megan	Department Head - English - GHS	\$6,000.00		2020-2021
Murray, Meghan	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Nave, Elizabeth	National Board Certification - Psychology	\$2,000.00		2020-2021
Nelson, Kara	National Board Certification - Teaching	\$2,000.00		2020-2021
Pafford, Baerbel	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Paynich, Katy	Department Head - English - BHS	\$6,000.00		2020-2021
Pfaff, Elizabeth	Department Head - Art - GHS	\$1,500.00		2020-2021
Ruffcorn, Jeffery	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Russo, Jill	Travel Stipend - 2 sites	\$325.00	1	2020-2021
Samardich, Lisa	National Board Certification - Speech Path	\$2,000.00		2020-2021
Schwartz, Karl	Department Head - ICTE - BHS	\$3,000.00		2020-2021
Sigler, Sarah	Department Head - World Language - GHS	\$1,500.00		2020-2021
Spear, Rebecca	Travel Stipend - 6+ sites	\$810.00	4	2020-2021
Stoddart, John	Department Head - Social Studies - BHS	\$6,000.00		2020-2021
Stolp, Sue	Terminal Degree	\$2,000.00		2020-2021
Sullivan, Olivia	Department Head - Counseling - BHS	\$3,000.00		2020-2021
VanVelkinburgh, Cale	.04 Special Assignment Factor for duties as Remote Learning Administrator	\$2,994.12		2020-2021
Waldo, Danny	Activities Coordinator - SMS	\$9,000.00		2020-2021
Waldo, Danny	Activities Coordinator - (10 days at Daily Rate)	\$3,908.30		2020-2021
Washtak, Amy	Department Head - Health Sciences - GHS	\$1,500.00		2020-2021
Watkins, Dennis	Department Head - Science - GHS	\$3,000.00		2020-2021
Wesche, Abbey	Department Head - Business - BHS	\$1,500.00		2020-2021
Wong, Megan	Terminal Degree	\$2,000.00		2020-2021
Wong, Megan	Department Head - World Language - BHS	\$3,000.00		2020-2021



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.4.2
Originated By:	Mike Waterman
Others Involved:	Steve Johnson, Deputy Superintendent Operations R.J. Tvedt, Accounting Supervisor Brenda Livingston, District Bookkeeper

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider approval of [Financial Reports](#), Warrants as presented separately and [Donations](#).

Facts & Discussion:

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

The Warrant Registers and Bank Reconciliations are available in the Business Office, and have been sent to the Trustees. September 2020 warrants are as follows: Operational warrants were \$4,653,135.15; net Payroll, taxes and deductions were \$4,357,933.59; Total warrants disbursed for September 2020 were \$9,011,068.74.

Investment of District Funds in accordance with State law as of: August 30, 2020

Gallatin County Investment Pool	\$72,582,416.87
High School Building Bond Funds (Cetera)	3,112,460.97
Nonexpendable Endowment (D.A. Davidson)	876,365.47
High School Extracurricular Clubs (First Interstate)	404,994.62
Middle School Extracurricular Clubs (First Interstate)	<u>90,663.72</u>

Total District cash and investments \$ 77,066,901.65

Fiscal Impact:

Refer to attached reports

Recommendation:

The Superintendent is requesting the Board to approve Financial Reports, Warrants for Approval and Donations.

Other Alternatives:

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



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.4.3
Originated By:	Mike Waterman, Director of Business Services
Others Involved:	Steve Johnson, Deputy Superintendent Operations; Trustees on District Budget Committee (Trustees Neil, Willett, and Fischer)

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of Position Statement Regarding Tax Increment Finance Districts

Facts:

1. The City of Bozeman is considering the creation of an urban renewal and Tax Increment Finance District (TIFD) in northeast Bozeman including the Idaho Pole Yard site.
2. Under state law, the City must consult with the other affected governmental jurisdictions before creating a TIFD. In response to that requirement, City officials met with the Bozeman School District Budget Committee on September 14, 2020.
3. The County and State reimburse school for bus miles travelled. The proposed routes are 203 miles per day more than originally presented, resulting in a higher county/state reimbursement on the days these routes are run.

Fiscal Impact:

TIFDs increase taxes for the District's taxpayers. The amount of the increase is relative to the size of the increment value.

Recommendation:

It is recommended the Board reaffirms the following position statement regarding Tax Increment Financing Districts by the City of Bozeman. The Board of Trustees:

- Supports the City's desire to improve and develop Bozeman's economy, culture, and value.
- Appreciates the opportunity to collaborate with and engage in early discussions with the City regarding Tax Increment Finance Districts ("TIFD") and that the City takes into consideration our concerns relative to the needs and expectations of our constituents even though we do not have control over the creation of a TIFD.
- Welcomes the opportunity to sit on a board specifically addressing local TIFDs.
- Values the confidence and support that our Elementary and High School District taxpayers consistently display to our district.
- Strives to be transparent with our taxpayers regarding district operations, costs, and revenue.
- Prefers to have predictable and known costs facing the district, and the revenue sources to meet our needs.
- Requests that the City clearly define the scope and develop a reasonable and reliable cost estimate before creating new TIFDs, and limit the TIFD to the duration and amount needed funding those identified costs.
- Acknowledges that while seemingly levied by the District, the taxes raised in support of TIFDs do not support local K-12 education. Further, those taxes are levied exclusively at the City Commission's discretion, and neither the Board nor School District voters have any control over them.

Specific to Idaho Pole Urban Renewal District ("URD"), the Board of Trustees specifically requests the City:

[Double click to return to Agenda](#)

- Clearly define the infrastructure improvements needed to complete the URD and structure the URD to collect only the money needed to finance those infrastructure improvements.
- If bonding is needed to complete the infrastructure, distribute tax proceeds from the increment beyond what is needed for debt service to the taxing jurisdictions proportionate to their levied mills.
- Consider whether vacant, undeveloped property in the proposed URD truly meets the definition and intent of 'blighted,' which means the property 'constitute(s) a serious and growing menace, injurious to the public health, safety, morals, and welfare of the residents.'
- Create an advisory Board comprised of representatives from all affected taxing jurisdictions to monitor the URD and make recommendations to the City Commission regarding it.

Other Alternatives:

1. Do not adopt the position statement
2. Alter the position statement



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.4.4
Originated By:	Mike Waterman, Director of Business Services
Others Involved:	Steve Johnson, Deputy Superintendent Operations

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Resumption of Full Home-to-School Bus Service Routes Approved July 13, 2020.

Facts:

1. On July 13, 2020, the Board approved initial routes for the 2020-21 school year. These routes represent normal routing with all buses filled to a maximum practical capacity.
2. The Centers for Disease Control and Prevention ("CDC") recommended creating distance between children on buses to prevent the spread of COVID19.
3. To accommodate the social distancing recommendations and state law requirements, the Board approved new regular ed "COVID" routes on August 31, 2020. The new routes were designed to limit ridership to one student per seat. Those routes are currently in use.
4. By design, the COVID routes do not transport 'ineligible' riders (riders living less than three miles from school). Many families are affected by this change, and have had to find alternate ways to get their children to school.
5. On average, each bus currently is transporting roughly 6.5 students per COVID route.
6. The changes have caused hardships on many of these families and increased vehicular traffic and safety concerns around our school buildings. These issues will effectively double when the District transitions to the next phases of in-person instruction.
7. The District has made it clear that social distancing will be increasingly difficult--and sometimes nearly impossible--to maintain during some aspects of the next phases of in-person instruction.

Fiscal Impact:

1. The District pays our contractor, First Student, on a per-route basis. Given that the overall number of proposed routes will not change, the District's total cost will presently remain the same as what was presented in July.
2. Under state law, the County and State reimburse school for bus miles travelled. The proposed routes are 203 miles per day more than originally presented, resulting in a higher county/state reimbursement on the days these routes are run.

Recommendation:

It is recommended the Board:

1. Approve districtwide resumption of the original 2020-21 transportation routes as presented July 13, 2020 beginning on the first day of the next phase of in-person instruction at any grade level.
2. Cancel unneeded routes for all days during the 2020-21 school year when either District (Elementary or High School) is in a remote-learning-only status.
3. Direct administration to update the Return to School Playbooks as necessary.

Other Alternatives:

1. Maintain current COVID routes for over 3 mile bus students only. However, the current routes may have more than one student per seat when the next phases of in-person instruction begin and ridership increases.
2. Further limit the number of students receiving bus service to ensure one student per seat guideline is met. Doing so will mean even fewer students have bus service and necessitate individual transportation contracts for eligible students who cannot access bus service.
3. Discontinue all home-to-school transportation.



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.4.5
Originated By:	Mike Waterman, Director of Business Services
Others Involved:	Steve Johnson, Deputy Superintendent Operations

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider approval of the [2021-22 Budget Development Calendar](#).

Facts:

Budget development is a year-long process.

Discussion:

The calendar has been set to accommodate a probable General Fund Levy election on May 4, 2021. The adoption of the final 2021-22 Budget is scheduled for August 9, 2021.

Recommendation:

It is recommended that the Board of Trustees adopt the proposed schedule for development of Fiscal Year 2021-22 budgets with the understanding that it may need to be modified.

Other Alternatives:

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



Meeting Date:	October 12, 2020
Category:	Action Item - Consent - Elementary District
Agenda Item #:	4.5.1
Originated By:	Mike Waterman, Director of Business Services
Others Involved:	

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Admittance of Students for 2020-21 Enrollment Counts.

Facts:

- 20-7-117, MCA requires that the kindergarten programs accommodate children who have reached 5 years of age on or before September 10 of the school year covered by the calculation or have been enrolled by special permission of the board of trustees.
- The District offers an extended kindergarten opportunity to economically disadvantaged and certain other 4- and 5-year old students in need of academic support as defined in policy [3111](#).

Discussion:

The Office of Public Instruction has interpreted this 'special permission' clause to mean students enrolled in this program must be specifically identified and approved by the Board in order to count for ANB funding purposes.

An additional student has enrolled in the Running Start Kindergarten program since the Board's last action was taken. The student (identified by student number) is:

339920834

Recommendation:

It is recommended that the Board waive the age provisions of 20-7-117, MCA, and grant special permission to the students identified above to enroll in the District for the 2020-21 school year, including the October 2020 and February 2021 enrollment count dates.

Other Alternatives:

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



Meeting Date:	October 12, 2020
Category:	Discussion - Policy 1st Reading
Agenda Item #:	5.1.1
Originated By:	Bob Connors, Superintendent
Others Involved:	MTSBA; Trustee Tague

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Discuss suggested revisions to Policies - #4000 Series.

Discussion:

1. The policy revisions were developed by the Montana School Boards Association in collaboration with District Administrators.
2. The policy revisions as written are more succinct and reflect current practice.
3. The policy revisions will appear on the October 26, 2020 consent agenda for final consideration and approval.

Bozeman Public Schools District Board of Trustees
Policy Review and Revision
Summary of Policy Series 4000 – Community Relations

R = Required REC = Recommended OP = Optional

EXISTING POLICY	PROPOSED POLICY	STATUS		NOTES	REVISIONS
4120	4120	<u>R</u>	Public Information Program		Accept Proposed Changes
4122			Legal Information Sources	Review for necessity	Delete
	4210	<u>REC</u>	School-Support Organizations, Boosters and Fundraising		Accept Proposed Changes
4220			Citizen Study/ Advisory Committees	Review for necessity	Delete
4221			The Role of the School Advisory Councils	Review for necessity	Delete
4222			Fund Raising by School Support Groups	Compare to 4210 consider replacing	Delete - Replace with 4210
4311	4301	<u>REC</u>	Visitors to Schools		
4310			Contacts with Staff	Delete	Delete
4312			Review of Services of Staff or Programs	Delete	Delete
4313			Disruption of School Operations	Delete – Covered by 4301, 4315, 4332	Delete
4314			Crowd Control	Review for necessity	Delete
	4315	<u>REC</u>	Visitor and Spectator Conduct		Add New Policy
	4316	<u>R</u>	Accommodating Individuals with Disabilities		Add New Policy
4320	4320	<u>OP</u>	Contact with Students		Accept Proposed Changes
4330	4330	<u>R</u>	Community Use of School Facilities		Accept Proposed Changes
	4331	<u>REC</u>	Use of School Property for Posting Notices		Accept Proposed Changes
4332	4335		Activities Pass, Retirees School Employees	Review for accuracy. Renumber if retained.	Change Policy number to #4335
4334	4332	<u>REC</u>	Conduct on School Property	Renumbered	Change Policy number to #4332
4333			Community Schools' Program	Review for accuracy	Delete
	4340	<u>REC</u>	Public Access to District Records		Accept Proposed Changes
4510			Independent Schools	Review for necessity	Delete

COMMUNITY RELATIONS

4120

Public Information Program

The district shall strive to maintain effective two-way communication channels with the public. Such channels shall enable the Board and staff to interpret the schools' needs to the community and provide a means for citizens to express their needs and expectations to the Board and staff.

The superintendent shall establish and maintain a communication process within the school system and between it and the community. Such a public information program shall provide for news releases at appropriate times, arrange for news media coverage of district programs and events, provide for regular direct communications between individual schools and the citizens they serve, and assist staff in improving their skill and understanding in communicating with the public.

Community opinion may be solicited through parent organizations, parent/teacher conferences, open houses and other such events or activities which may bring staff and citizens together. Survey instruments and/or questionnaires should be developed in order to gain a broad perspective of community opinion.

~~The Board is a nonpartisan public body and as such shall not endorse political candidates. Neither staff nor students shall be asked to disseminate a candidate's campaign materials from the schools. The Board may take positions of support or opposition on issues.~~

The superintendent shall identify staff who have significant public information responsibilities and establish guidelines for their work. The guidelines shall address such matters as authority for making releases and the nature and content of bulletins to parents.

~~The superintendent has the authority to judge whether information shall be considered public or confidential. Information considered public will be provided or available to the press via news releases, interview or other appropriate methods. Confidential information which might infringe on the privacy rights of individuals will not be made public.~~

Legal Reference: Art. II, Sec. 8, Montana Constitution - Right of participation
 Art. II, Sec. 9, Montana Constitution - Right to know

Policy History:

Adopted on: 9/22/86

Reviewed on:

Revised on: . 2/22/93

~~COMMUNITY RELATIONS~~~~Legal Information Sources~~

~~Schools shall operate in compliance with local, state and federal regulations. The superintendent shall provide each school and service center with copies of the district's policy and procedure manual. Rules and regulations of the Board of Public Education (Title 10 A.R.M.) and the School Laws of Montana (M.C.A.) shall be available in the district office. These publications shall be made available for use by staff, students and interested citizens.~~

~~Adopted: 9/22/86~~

COMMUNITY RELATIONS

4210
page 1 of 3

School-Support Organizations

The Board of Trustees encourages the formation of a parent-teacher-(student, as appropriate) association at each school building for the purpose of providing an opportunity through which parents, teachers and students may unite their efforts and interests to enhance the school program. In schools where no such organization exists, another parent group can be recognized by the school principal as the official body through which parents, staff and students may unite their efforts for similar purposes.

Booster clubs and/or special interest organizations may be formed to support and strengthen specific activities conducted within the school or district. All such groups must receive the approval of the school principal, superintendent and the Board in order to be recognized as a booster organization. Staff participation, cooperation and support are encouraged in such recognized organizations.

Parent or booster organizations are recognized by the Board and permitted to use the District's name, a District school's name, or a District school's team name or any logo attributable to the District, provided they first receive the Board's approval during a duly constituted Board meeting. Unauthorized use of the District school's team name, logo, or imagery is strictly prohibited. The District reserves the right to seek all available legal remedies for unauthorized use of the District school's name, logo, or imagery.

In order for the School District to comply with the federal law, state law and MHSA By-Laws, Rules and Regulations, Board recognition as a parent or booster organization along with consent to use one of the above-mentioned names or logos will be granted if the organization has approved and submitted bylaws containing the following:

1. The organization's name and purpose. Acceptable purposes may include enhancement of students' educational experiences, assistance to meet educational needs of students, support of academic clubs, or enrichment of extracurricular activities.
2. The rules and procedures under which it operates.
3. A statement that the membership will adhere to applicable Board policies and administrative procedures when working on District premises or with District officials or programs.
4. A statement that membership is open and unrestricted and the organization will not engage in discrimination based on someone's innate characteristics or membership in a protected classification.
5. A statement that the District is not, and will not be, responsible for the organization's business or the conduct of its members.
6. A designation of the organization's treasurer. A statement that the organization will maintain finances consistent with General Finance Principles in a manner open to review by any member of the organization or the school district.
7. A recognition that money given to a school cannot be earmarked for any particular expense. Booster organizations may make recommendations, but cash or other valuable consideration must be given to the District to use at its discretion. The Board's legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede an organizations recommendation.[1]

8. A recognition that the School District reserves the right to reject any and all donations.

Permission to use one of the above-mentioned names, logos or imagery may be suspended by the administration and rescinded by the Board for failure to comply with this policy. Authorization to use one of the above-mentioned names, logos, or imagery does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent or booster organization, regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos.[2] The Superintendent shall designate an administrative staff member to serve as the liaison to parent or booster organization. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff may be encouraged to participate in the organizations.

Individual Boosters or Donors

Individual boosters or donors not covered by the bylaws of an organization governed by this policy may still assist in school operations. The Board encourages the involvement of local communities in school activities and operations. In order for the School District to comply with the federal law, state law and MHSA By-Laws, Rules and Regulations, individual boosters or donors must honor the following provisions:

1. The individual must have prior approval must be granted by the Board for use of the District's name, logo, or imagery.
2. The individual must comply with Board policies and administrative procedures when submitting donations.
3. The individual may not violate federal law, state law, District policy or MHSA By-Laws, Rules and Regulations.
4. The individual acknowledges the District is not, and will not be, responsible for the individual booster or donor's business or their conduct.
5. The individual acknowledges that donations cannot be earmarked for any particular expense. Individual boosters or donors may make recommendations, but cash or other valuable consideration must be given to the District to use at its discretion in accordance with applicable laws. The Board's legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede any individual's recommendation.
6. The District reserves the right to reject any and all donations.

Fundraising

All donations completed by recognized organizations are subject to applicable School District policies regarding financial management. Funding endeavors are generally viewed as beneficial when coordinated with district goals, initiatives, and existing plans. The District reserves the right to reject any and all donations.

All funds raised by recognized organizations that are donated to the School District become public funds when placed in a School District account. All public funds must be monitored in accordance with state law. Donations must be reviewed to ensure compliance with equity rules, amateur rules and appropriateness under district policy. Donations may be conditional under state law if conditions are in compliance.

Funds spent by the School District will be done in accordance with District purchase order policy and spending limits regardless of the source of the donation. All expenditures should be preapproved to ensure equity and auditing standards are met.

Legal Reference:

§ 20-6-601, MCA
§ 2-2-102 (2)(3), MCA
§ 2-2-104, MCA

Power to accept gifts

Definitions

Rules of conduct for public officers,
legislators, and public employees

Policy History:

Adopted on: 9/22/86

Reviewed on:

Revised on:

~~[1] The School District may not accept booster organization assistance that creates vast gender differences or a school board may face claims that it has violated Title IX. Title IX's focus is on equal funding opportunities, equal facility availability, similar travel and transportation treatment, comparable coaching, and comparable publicity (34 C.F.R. Part 106).~~

~~[2] Booster organizations present potential liabilities to a school district beyond loss of funds, because they seldom are properly organized (they generally are not incorporated or otherwise legally recognized), carry no insurance, raise and handle large sums of money, and organization members hold themselves out as agents of the school (after all, no funds could be raised but for the school connection). A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its attorney, to minimize liability, such as adding a requirement to item 6 above that the organization: (1) operate under the school's authority (activity accounts); or (2) be properly organized and demonstrate fiscal responsibility by being a 501(c)(3) organization, obtaining a bond, and/or arranging regular audits. Ultimately, the best way to minimize liability is to be sure that the district's errors-and-omissions insurance covers parent organizations and booster organizations.~~

School-Support Organizations

Persons proposing to establish a school-connected organization shall submit a request to the Superintendent for authorization to operate at the school or on behalf of the District. The request for authorization shall contain:

1. The name and purpose of the organization.
2. The date of application.
3. Bylaws, rules, and procedures under which the organization will operate, including procedures for maintaining the organization's finances, membership qualifications, if any, and an agreement that the group will not engage in unlawful discrimination.
4. The names, addresses, and phone numbers of all officers.
5. A list of specific objectives.
6. An agreement to grant the District the right to audit the group's financial records at any time, either by District personnel or a certified public accountant.
7. The name of the bank where the organization's account will be located and the names of those authorized to withdraw funds.
8. The signature of the Superintendent of the supporting school.
9. Planned use for any money remaining at the end of the year, if the organization is not continued or authorized to continue in the future.
10. An agreement to provide evidence of liability insurance as required by law (Policy 4330 - Use of School Facilities).

If the Superintendent or designee proposes to revoke the authorization, he/she shall present his/her recommendation to the Board for approval.

Upon consent of the Superintendent or designee, school-connected organizations may use the school's name, the school team's name, or any logo attributable to the school or the District.

School-connected organizations are prohibited from hiring or directly paying District employees. Organizations may make donations to the District to cover the costs of additional employees, but only if such positions are approved in advance by the Board. At their discretion, employees may volunteer to perform activities for school-connected organizations during non-working hours.

Policy History:

Adopted on:

Reviewed on:

Revised on:

~~COMMUNITY RELATIONS~~~~Citizen Study/Advisory Committees~~

~~The superintendent and/or Board may appoint a citizens' committee as is necessary to establish interaction with the community about selected issues. The committee shall study specific school matters as outlined by the superintendent and/or Board and submit their findings or recommendations to the superintendent for presentation to the Board.~~

~~The committee shall be dissolved following the acceptance of their findings/recommendations.~~

~~Meetings of an advisory committee will normally be open to the public and press, but in circumstances where a person's rights to privacy may be violated, the chairperson may request a decision from the superintendent relative to closing the meeting.~~

~~The intent of this policy is to provide a method for the superintendent and/or Board to gather public input to be used in the decision-making process. Appointed committees will serve in an advisory capacity only. The Board reserves all decision-making authority.~~

~~Adopted: 9/22/86~~

COMMUNITY RELATIONS

The Role of School Advisory Councils

~~As one means to achieve community involvement in the schools, the district encourages the formation of advisory councils in each school. The role of the councils is to work with and advise the administration and staff of the school to meet the district's goals and objectives for the education of children and young people.~~

~~Adopted: 9/22/86~~

~~COMMUNITY RELATIONS~~Fund Raising by School Support Groups

~~Fund raising activities by school support groups such as booster clubs, parent groups, etc. are considered a usual and desirable part of the function of such groups. Specific fund raising activities which involve solicitation of money by students or from students must be approved by the principal and must be consistent with policy #3530 and procedure #3530P.~~

~~Any expenditures which directly affect the student body must be approved by the principal. School support groups, however, may expend funds for the betterment of the group without approval of the principal.~~

~~Equipment purchased by support groups and donated to the schools becomes the property of Bozeman Public Schools and may be used or disposed of in accordance with district policy.~~

~~Cross Reference: Policy #3530, Procedures #3530P~~

~~Adopted: 11/13/89 Rev. 2/22/93~~

COMMUNITY RELATIONS

Contacts with Staff

~~The learning environment and the staff's time for students shall be free from interruption. Except in emergencies, staff shall not be interrupted in their work. Brief messages shall be recorded so as to permit the staff member to return the call when free.~~

~~Adopted: 9/22/86~~

COMMUNITY RELATIONS

Visitors to Schools

~~The Board welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. Principals of schools shall prepare a procedure for visitors to follow during visits. In all buildings, the visitor must first check in at the school office.~~

The District welcomes visits by parents and citizens to all District buildings. All visitors shall report to the principal's office [school building office] on entering any District building and comply with any other applicable school safety and security policy, procedure or protocol. School visitors shall not interfere with school operations or delivery of educational services to students. Conferences with teachers should be held outside school hours or during the teacher's conference or preparation time.

Policy History:

Adopted on: 9/22/1986

Reviewed on: 10/12/2020

Revised on:

~~COMMUNITY RELATIONS~~~~Review of Services of Staff or Programs~~

~~Constructive criticism can be helpful to the District. At the same time, the Board has confidence in its staff and programs and shall act to minimize unwarranted criticism or disruptive interference of its staff and programs.~~

~~Complaints received by the Board or an individual Board member shall be referred to the Superintendent for investigation.~~

~~The Superintendent shall develop procedures to handle complaints received from residents, parents of a student(s), or students in the School District (see 4312P).~~

~~Adopted: 9/22/86 Rev. 3/29/93~~

~~COMMUNITY RELATIONS~~Disruption of School Operations

~~If any person is under the influence of drugs or alcohol or disrupting or obstructing any school program, activity, or meeting, or threatens to do so, or is committing, threatening to imminently commit or inciting another to imminently commit any act which would disturb or interfere with or obstruct any lawful task, function, process or procedure of any student, official, employee or invitee of the school district, the staff member in charge shall immediately notify the local law enforcement authorities of the incident.~~

~~The staff member in charge, at their earliest convenience, shall make a written report detailing the incident. A copy of the report shall be given to his/her immediate supervisor.~~

Legal Reference: 20-1-206 M.C.A.
45-7-302 M.C.A.

~~Disturbance of School--Penalty~~
~~Obstructing a Peace Officer or Other~~
~~Public Servant~~

~~Adopted: 9/22/86~~

~~COMMUNITY RELATIONS~~Crowd Control

~~Crowd control at school events is the primary responsibility of the school administration and staff. Assistance from law enforcement officers may be arranged in advance when deemed appropriate. In emergency circumstances when the administrator in charge at a school event deems it appropriate, law enforcement assistance may be requested to quell unruly behavior, enforce the law, investigate a crime, or assist in other legal and appropriate ways (also, see policy #4410).~~

Ref: Closed Meetings

~~Adopted: 9/22/86~~

Visitor and Spectator Conduct

Any person, including an adult, who behaves in an unsportsmanlike or inappropriate manner during a visit to the school or a school event may be ejected from the event and/or denied permission to access school buildings or property or school events as determined by the Board of Trustees. Examples of unsportsmanlike or inappropriate conduct include but are not limited to:

- Using vulgar or obscene language or gestures;
- Possessing or being under the influence of any alcoholic beverage or illegal substance;
- Possessing a weapon;
- Fighting or otherwise striking or threatening another person;
- Failing to obey instructions of a security officer or District employee; and
- Engaging in any illegal or disruptive activity.
- Other violations of District Policy.

The Superintendent is authorized to temporarily restrict access to school buildings or property and recommend to the Board of Trustees denial of future admission to any person by delivering or mailing a notice by certified mail with return receipt requested, containing:

1. Date, time, and place of a Board hearing;
2. Description of the unsportsmanlike conduct; and
3. Proposed time period admission to school buildings or property or school events will be denied.

Cross Reference:	4301	Visitors to School	
	Legal Reference:	§ 20-1-206, MCA	Disturbance of school – penalty
		§ 20-4-303, MCA	Abuse of teachers
		§ 45-8-101, MCA	Disorderly conduct
		§ 45-8-351, MCA	Restriction on Local Government Regulation of Firearms
			Article X, section 8 Montana Constitution

Policy History

Adopted on:
Reviewed on:
Revised on:

COMMUNITY RELATIONS**4316 NEW POLICY**Accommodating Individuals With Disabilities

Individuals with disabilities will be provided opportunity to participate in all school-sponsored services, programs, or activities on a basis equal to those without disabilities and will not be subject to illegal discrimination.

The District may provide auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

The Superintendent is designated the Americans with Disabilities Act Title II Coordinator and, in that capacity, is directed to:

1. Oversee District compliance efforts, recommend necessary modifications to the Board, and maintain the District's final Title II self-evaluation document and keep it available for public inspection for at least three (3) years after its completion date (*for districts having fifty (50) or more full- or part-time employees*).
2. Institute plans to make information regarding Title II protection available to any interested party.

An individual with a disability should notify the Superintendent or building principal if they have a disability which will require special assistance or services and what services are required. This notification should occur as far as possible before the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or of federal law by reporting it to the Superintendent, as the Title II Coordinator, or by filing a grievance under the Uniform Complaint Procedure.

Cross Reference: 1700 Uniform Complaint Procedure

Legal Reference : Americans with Disabilities Act, 42 U.S.C. §§ 12111, et seq., and 12131, et seq.; 28 C.F.R. Part 35.

Policy History:

Adopted on:

Reviewed on:

Revised on:

Contact With Students

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

Unless authorized by the building administrator or otherwise required by District policy or state and federal law, the District will not allow access to the schools by outside individuals, entities, businesses, service providers, or organizations desiring to use the captive audience in a school for information, sales material, special interest purposes or delivery of services to students or groups of students that are unrelated to District operations.

Cross Reference: District Policy #2321 - Guest Speakers
 District Policy # 2331 - Controversial Issues
 District Policy #3222 - Distribution and Posting of Materials

Policy History

Adopted: 9/22/86

Rev. 10/09/17

COMMUNITY RELATIONS

4330

Community Use of School Facilities

School facilities are available to the community for educational, civic, cultural, and other noncommercial uses consistent with the public interest, when such use will not interfere with the school program or school-sponsored activities. Use of school facilities for school purposes has precedence over all other uses. Persons on school premises must abide by District conduct rules at all times.

Student and school-related organizations shall be granted the use of school facilities at no cost. Other organizations granted the use of school facilities shall pay fees and costs. The Superintendent will develop procedures to manage community use of school facilities. Use of school facilities requires the Superintendent’s approval and is subject to the procedures.

Administration will approve and schedule various uses of school facilities. A master calendar will be kept for scheduling dates to avoid conflicts during the school year. Should a conflict arise, the District reserves the right to cancel an approved request when it is determined that the facilities are needed for school purposes. Requests for use of school facilities must be submitted in advance of the event.

The superintendent is authorized to develop procedures for use of school facilities, including rental rates, supervisory requirements, restrictions, security, etc. When setting the rental rates the Superintendent shall use the following factors; capital costs, utility costs, maintenance costs, custodial costs and indirect overhead costs. The administration is authorized to adjust rental rates and personnel charges as needed to reflect the actual cost to the District.

~~District-sponsored activities, including curricular and co-curricular functions, retain first priority in use of facilities.~~

Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity group or organization nor for the purposes it represents. All uses will be by written contract. Any advertising or announcement by the user must include the following statement: “This program is sponsored by (name of user). Use of School District facilities does not constitute support of or endorsement by the Bozeman Public Schools.” In a print advertisement or announcement, the disclaimer must be the same size as the font used to announce the location of the program. The remedy for failure to comply with this provision will be to immediately rescind the facility use contract.

Cross Reference;	4330F	School Facilities and Grounds Use and Liability Release Agreement
	4330F1	Assumption of Risk Form

Legal Reference:	§ 20-7-805, MCA	Recreational use of school facilities secondary
	<i>Lamb’s Chapel v. Center Moriches Union Free School Dist.</i> , 113 S.Ct. 2141	

Policy History:
Adopted on: 11/10/86
Reviewed on:
Revised on: 8/13/01, 12/8/03, 12/8/08

COMMUNITY RELATIONS

4331

Use of School Property for Posting Notices

Non-school-related organizations or individuals that are not student curricular clubs or student non-curricular groups may request permission of the building principal to display posters in the area reserved for community posters or to have flyers distributed to students. The building principal shall only authorize distribution or posting of information that is determined to have direct benefit or relationship to students enrolled in the school and meets the standards of this policy.

Posters and/or flyers must be student oriented and have the sponsoring organization's name prominently displayed. The District will not permit the posting or distribution of any material that would:

- A. Disrupt the educational process;
- B. Violate the rights of others;
- C. Invade the privacy of others;
- D. Infringe on a copyright;
- E. Violate District policy, procedure, or administrative directive;
- F. Be obscene, vulgar, or indecent; or
- G. Promote violence, discriminatory conduct, the use of drugs, alcohol, tobacco, or certain products that create community concerns.

No commercial publication shall be posted or distributed unless the purpose is to further a school activity, such as graduation, class pictures, or class rings.

If permission is granted to distribute materials, the organization must arrange to have copies delivered to the school. Distribution of the materials will be arranged by administration. Under no circumstances shall individuals not employed by the District be given access to the building for the purposes of posting notices or distributing information.

All student materials must be reviewed and approved by the Superintendent or designee in accordance with Policy 3222.

Cross References: Policy 3222 – Distribution and Posting of Student Materials

Policy History:

Adopted on:

Reviewed on:

Revised on:

COMMUNITY RELATIONS

Activities Pass, Retired School Employees

Upon request, an annual pass entitling the bearer to free admission to all school events and activities will be provided to all retired school employees and their spouses. Spouses of deceased employees may also receive the complimentary pass. Retired trustees and their spouses will be given the same consideration. These passes shall be available at the District Activities Office.

Adopted: 9/22/86 Rev. 11/13/95, 04/24/19

~~COMMUNITY RELATIONS~~~~Community Schools' Program~~

~~As a method of extending educational opportunities to the entire community through a fuller utilization of school facilities, a community schools' program may be established to provide adult education, adult basic education and public recreation. The program shall be financed by federal, state and local funds available for this purpose. The use of school facilities for these purposes shall be secondary.~~

~~Legal Reference: 20-7-700 M.C.A. Adult Education
20-7-800 M.C.A. Public Recreation~~

~~Adopted: 9/22/86~~

COMMUNITY RELATIONS

4340

Public Access to District Records

Within limits of an individual's right of privacy, the public will be afforded full access to information concerning administration and operations of the District. Public access to District records shall be afforded according to appropriate administrative procedures.

"District records" include any writing, printing, Photostatting, photographing, etc. (including electronic mail), which has been made or received by the District in connection with the transaction of official business and presented for informative value or as evidence of a transaction, and all other records required by law to be filed with the District. "District records" do not include personal notes and memoranda of staff which remain in the sole possession of the maker and which are not generally accessible or revealed to other persons.

The Superintendent will serve as the public records coordinator, with responsibility and authority for ensuring compliance with the display, indexing, availability, inspection, and copying requirements of state law and this policy. As coordinator, the Superintendent will authorize the inspection and copying of District records only in accordance with the criteria set forth in this policy.

In accordance with Title 2, Chapter 6, MCA, the District will make available for public inspection and copying all District records or portions of records, except those containing the following information:

1. Personal information in any file maintained for students. Information in student records will be disclosed only in accordance with requirements of the Family Educational Rights and Privacy Act of 1974 and adopted District policy.
2. Personal information in files maintained for staff, to the extent that disclosure will violate their right to privacy.
3. Test questions, scoring keys, or other examination data used to administer academic tests.
4. The contents of real estate appraisals made for or by the District relative to the acquisition of property, until the project is abandoned or until such time as all of the property has been acquired, but in no event will disclosure be denied for more than three (3) years after appraisal.
5. Preliminary drafts, notes, recommendations, and intra-District memoranda in which opinions are expressed or policies formulated or recommended, except a specific record shall not be exempt when publicly cited by the District in connection with any District action.
6. Records relevant to a controversy to which the District is a party, but which would not be available to another party under the rules of pretrial discovery, for cases pending resolution.
7. Records or portions of records, the disclosure of which would violate personal rights of privacy.
8. Records or portions of records, the disclosure of which would violate governmental interests.
9. Records or information relating to individual or public safety or the security of public schools if release of the information jeopardizes the safety of facility personnel, the public, students in a public school.

10. Records or portions of records, the disclosure of which, is prohibited by other federal or state laws or District policy.

If the District denies any request, in whole or in part, for inspection and copying of records, the District will provide the requesting party with reasons for denial.

If the record requested for inspection and/or copying contains both information exempted from disclosure and non-exempt information, the District shall, to the extent practicable, produce the record with the exempt portion deleted and shall provide written explanation for the deletion.

The District will not provide access to lists of individuals, which the requesting party intends to use for commercial purposes or which the District reasonably believes will be used for commercial purposes if such access is provided. However, the District may provide mailing lists of graduating students to representatives of the U.S. armed forces and the National Guard for purposes of recruitment.

The coordinator is authorized to seek an injunction to prevent disclosure of records otherwise suitable for disclosure, when it is determined reasonable cause exists to believe disclosure would not be in the public interest and would substantially or irreparably damage any person or would substantially or irreparably damage vital governmental functions.

Legal Reference:	Title 20, Ch. 6, MCA	School districts
	§ 2-6-1001, MCA, <i>et seq.</i>	Public Records

Policy History:

Adopted on: 9/22/86

Reviewed on:

Revised on: 6/10/97, 9/24/01

COMMUNITY RELATIONS

Independent Schools

~~The district shall cooperate with home, private and parochial schools, including day care agencies, both in federally-assisted programs and other aspects of district operations in ways that are permitted by law (refer to Policy #2410). The primary obligation of the district shall be to its students, and such cooperation shall not interfere with or diminish the quality of services offered to its students.~~

Adopted: 9/22/86



Meeting Date:	October 12, 2020
Category:	Action Item Singular - Both Districts
Agenda Item #:	6.1.1
Originated By:	Pat Strauss, Director of Human Resources
Others Involved:	Tami Phillippi, BEA President, Bozeman Classified Employees Association, Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of the [Revised 2020-2021 School Calendar](#).

Facts:

1. The Board approved the 2020-2021 School Calendar on March 26, 2018.
2. The Board approved a revision to the 2020-2021 School Calendar to implement the LMS.
3. The Executive Cabinet recommends changing the K-5 Parent Teacher Conference PIR days, October 26-27 to Pupil Instruction days.
4. On March 20, 2020 the Board approved Action Item 3.1.1 which included the following motions:
 - a. **Emergency:** The board of trustees declare an unforeseen emergency in accordance with Sections [20-9-801 through 20-9-806](#), MCA, due to the community and school health concerns related to COVID-19 and authorize the administration to take the necessary steps to execute this declaration and inform the public and government agencies of this declaration.
 - b. **Proficiency:** The superintendent is authorized to work with district staff in making determinations regarding pupils who are proficient in courses in which the pupils are enrolled without regard to the aggregate hours of instruction provided. The superintendent is directed to make a final determination of proficiency for each pupil for each enrolled course, using district assessments, including class grades at a minimum, and reporting a full-time equivalent conversion of ANB for such pupils, based on the scheduled time ordinarily provided through the aggregate hours of instruction for such courses.
5. The District is not required to track aggregate hours of instruction for any pupil deemed proficient by the district using district assessments. This will mitigate the financial penalties that would otherwise accrue as a result of [20-1-301, MCA](#), which exempts from aggregate hours any pupil meeting proficiency under [20-9-311\(4\)\(d\)](#).
6. In accordance with District Policy 2200 the District has proposed the recommended school calendar changes to both the Bozeman Education Association and the Bozeman Classified Employees Association leadership. Both employee groups support the Superintendent's Recommendation.

Recommendation:

It is the Superintendent's recommendation that the Board adopt the proposed [2020-2021 School Calendar](#) revisions as presented.

Other Alternatives:

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



Meeting Date:	October 12, 2020
Category:	Action Item - Singular - High School District
Agenda Item #:	6.2.1
Originated By:	Bob Connors, Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider confirming the date to move into the next phase of instruction (9-12-Jan 25, 2021).

Facts:

1. The Board conducted an all day meeting on Thursday August 6, 2020 to discuss the options and to hear public comment.
2. On August 10, 2020 the Board voted to start the 2020-21 school year using a blended model. Under that model students attend school in person 2 days per week and are provided remote instruction 3 days per week.
3. At their September 21, 2020 meeting the Board passed the following motion:

Each grade band level will remain in the blended model, with a targeted move date for PK-5 of November 2; Middle School the second trimester (November 23); and high school at the beginning of the second semester, based on metrics developed by the board, and subject to a board vote.

4. At their September 28, 2020 meeting the Board passed the following motion 6-2 in the High School District:

"approve the [metrics](#) as presented and proceed in transitioning to four to five days in school per the dates discussed in the Board meeting on 9/21/2020."

5. As of the October 4, 2020 deadline a small percentage of parents completed the online registration indicating they wished to change models. 45 students have indicated that they will change from in-person instruction to remote and 5 students indicated they would change from remote to in person if the transition to the 4 +1 model. The 4+1 model is 4 days of in-person instruction and one day of remote instruction each week.

Discussion:

The Trustees and Administration of the Bozeman School District agree that the best way to address student growth, academic achievement and the social emotional well being of our students is through in-person learning.

As the Board considers the move toward four days of in-person instruction at the high school level it is important to consider the potential [spread of Covid](#) that can occur and the negative effects of inconsistent in-person instruction that may result from widespread quarantining or school closure. **It is likely that as a result of positive cases and contact tracing of both students and staff there will be periods of required quarantine for individual students and staff, certain groups of students and/or staff or a whole school.**

Fiscal Impact:

TBD

Recommendation:

It is recommended by the Superintendent that if the Board decides to continue the transition to move to the next phase of in-person instruction, an appropriate motion would be:

MOVE TO ACCEPT MOVING TO THE 4 + 1 MODEL FOR HIGH SCHOOL INSTRUCTION BEGINNING JANUARY 26, 2021, WHICH IS THE 1st DAY OF THE SECOND SEMESTER.

Other Alternatives:

1. Postpone a decision to a future meeting.



Meeting Date:	October 12, 2020
Category:	Action Item - Singular - Elementary
Agenda Item #:	6.3.1
Originated By:	Bob Connors, Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Confirming the Date to Move into the Next Phase of Instruction (PK-5-Nov 2, 2020/6-8-Nov 23, 2020).

Facts:

1. The Board conducted an all day meeting on Thursday August 6, 2020 to discuss the options and to hear public comment.
2. On August 10, 2020 the Board voted to start the 2020-21 school year using a blended model. Under that model students attend school in person 2 days per week and are provided remote instruction 3 days per week.
3. At their September 21, 2020 meeting the Board passed the following motion:
"Each grade band level will remain in the blended model, with a targeted move date for PK-5 of November 2; Middle School the second trimester (November 23); and high school at the beginning of the second semester, based on metrics developed by the board, and subject to a board vote."
4. At their September 28, 2020 meeting the Board passed the following motion 5-2 in the elementary District:
"approve the [metrics](#) as presented and proceed in transitioning to four to five days in school per the dates discussed in the Board meeting on 9/21/2020."
5. As of the October 4, 2020 deadline a small percentage of parents completed the online registration indicating they wished to change models. 25 PK-5 students have indicated that they will change from in person instruction to remote and 36 students indicated they would change from remote to in person with the transition to the 5 day model on the dates in the above motion. 6-8 student changes are nearly a wash at 20 and 21 respectively.

Discussion:

The Trustees and Administration of the Bozeman School District agree that the best way to address student growth, academic achievement and the social emotional well being of our students is through in-person learning.

As the Board considers the move toward five days of in-person instruction at the PK-8 level it is important to consider the potential [spread of Covid](#) that can occur and the negative effects of inconsistent in-person instruction that may result from widespread quarantining or school closure. **It is likely that as a result of positive cases and contact tracing of both students and staff there will be periods of required quarantine for individual students and staff, certain groups of students and/or staff or a whole school.**

Fiscal Impact:

TBD

Recommendation:

It is recommended by the Superintendent that if the Board decides to continue the transition to move to the next phase of in-person instruction, an appropriate motion would be:

MOVE TO ACCEPT MOVING TO THE 5 DAY MODEL BEGINNING NOVEMBER 2, 2020 FOR PK-5 AND NOVEMBER 23, 2020 FOR 6-8, WHICH IS THE 1st DAY OF THE SECOND TRIMESTER FOR MIDDLE SCHOOL.

Other Alternatives:

1. Postpone transition to the 5 day model to a later date.



Meeting Date:	October 12, 2020
Category:	Reports
Agenda Item #:	7.1
Originated By:	Bob Connors, Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

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



Meeting Date: October 12, 2020

Category: Reports

Agenda Item #: 7.2

Originated By: Trustees

Others Involved: _____

MOTION	SECOND	AYES	NAYS	ABSTAIN

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