

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

Monday, November 15, 2021

SPECIAL BOARD MEETING

Meeting ID

meet.google.com/ccw-qomy-dip

Phone Numbers

[\(US\)+1 605-743-0395](tel:(US)+16057430395)

PIN: 421 669 826#

CALL TO ORDER (6:00 P.M.)

BOARD OF TRUSTEES

1. Roll Call
2. Pledge of Allegiance
3. Discussion – Re-running High School Bond Proposal

PUBLIC PARTICIPATION

4. Recognition of Parents, Patrons, and Others Who Wish to Address the Board

ACTION ITEMS

INDIVIDUAL ITEMS

5. RFQ/RFP for Owners Representative
6. RFQ/RFP for General Contractor/Construction Manager
7. Approved Personnel Report

ADJOURNMENT

PUBLIC PARTICIPATION

The Board of Education encourages participation at public School Board meetings. Under normal circumstances it is desirable to allow everyone to address the Board. However, when there are many persons who wish to address the Board, the following rules shall apply to protect the public's right to be heard:

- Speaker must first be recognized by the Chair and identify him/herself.
- Comments may not infringe on the rights to privacy of another.
- Each speaker shall be allowed a presentation not to exceed three (3) minutes at the appropriate time on the Agenda.
- There will be a limit of one presentation per person.
- The Board requests that organizations and groups be represented by a single spokesperson. The spokesperson for each group shall be limited to a presentation of three (3) minutes. To save repetition and time, the Board also requests that persons not speak if a previous speaker has expressed a similar position on the same issue.
- Appropriate comments are welcome but no action is likely to be taken at this time to ensure that others have the opportunity to address the same issue also. Items discussed may, at the discretion of the Board, be placed on a later agenda.
- The Board will accept comments from the public on each agenda item as it is discussed.

By a majority vote of the Board, these rules may be suspended for special reasons at any particular meeting. Further, the Board may reserve the right to adjust the length of time.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/08/2021

Agenda Item No.

5

☐ Minutes/Claims ☒ Board of Trustees ☐ Superintendent's Report ☐ Action –Consent
☐ Action– Indiv.

ITEM TITLE: DISCUSSION – NEXT STEPS HIGH SCHOOL BOND ELECTION

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

Discussion – High School Bond Election

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/15/2021

Agenda Item No.

4

☐ Minutes/Claims ☐ Board of Trustees ☐ Superintendent's Report ☐ Action - Consent
☐ Action - Indiv.

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS
THE BOARD

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

Time is provided on the agenda for anyone who wishes to address the Board.

SUGGESTED ACTION:

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/15/2021

Agenda Item No.

5

☐ Minutes/Claims ☐ Board of Trustees ☐ Superintendent's Report ☐ Action - Consent
☒ Action - Indiv.

ITEM TITLE: RFQ/RFP FOR OWNER'S REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the RFQ/RFP for an Owner's Representative.

****Attachments will be provided at meeting****

SUGGESTED ACTION: Approve RFQ/REP for an Owner's Representative

☐ Additional Information Attached

NOTES:

	Motion	Second	Ave	Nav	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Southworth						
Thompson						
Heintz						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/15/2021

Agenda Item No.

6

ITEM TITLE: RFQ/RFP FOR GENERAL CONTRACTOR/CONSTRUCTION MANAGER

Requested By: Board of Trustees Prepared By: Christy Rogers

SUMMARY:

The Board of Trustees needs to approve the RFQ/RFP for General Contractor/Construction Manager

****Attachments will be provided at meeting****

SUGGESTED ACTION: Approve the RQ for the General Contractor/Construction Manager

☐ Additional Information Attached

NOTES:

	Motion	Second	Ave	Nav	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Southworth						
Thompson						
Heintz						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/15/2021

Agenda Item No.

7

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees **Prepared By:** Christy Rogers

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

☒ **Additional Information Attached**

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Southworth						
Thompson						
Heintz						
Fulbright						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday November 15, 2021

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
KNUTSON, Nancy	Food Server	Lewis and Clark Elementary School	Accept Letter of Resignation	11/8/2021	Amie Friesen	Verbal Resignation
MOWDY, Cameron	Custodian	Fergus High School	Approve appointment on schedule - MAINTENANCE II Step 0 for up to 8 hours per day for 5 days per week for up to 162 days	11/16/2021	Jason Fry	Replacing Devin Zimbelman
MOWDY, Natasha	Paraprofessional	Garfield Elementary School	Approve appointment on schedule - PARA EDUCATOR - Step 0 for up to 7.5 hours per day for 5 days per week for up to 130 days	11/15/2021	Jeff Friesen	New Position

School District #1 Mission Statement:

Excellence Today, Success Tomorrow

Core Values of the Lewistown Public Schools:

1. **High Standards:** Lewistown Public Schools upholds high standards and expectations for the Board, staff and students of the district. We strive to provide challenging curriculum taught by innovative leaders in the field of education, utilizing research-based curriculum and implementing best practices.
2. **Student-Centered:** The motivation for everything we do is based upon what is right and best for the children of our community. We ensure the development, well-being and education of students through a variety of academic and extracurricular activities. We assist students in overcoming challenges and help them celebrate their successes, all as part of a plan to maximize the potential of each student.
3. **Effective and Efficient Practices:** Lewistown Public Schools is committed to effective and efficient stewardship of our resources.
4. **Accountability:** Lewistown Public Schools is accountable for all that we do from fiscal management to the performance of students, staff, administration and the Board.
5. **Community Support:** Lewistown Public Schools understands that community support is vital, earned and continually renewed through consistent dedication to quality service. We believe the key to success is found through mutual engagement of the community and the schools, effective interaction between parents, students, staff, administrators, trustees and all elements of the Lewistown Community. We value the trust the community has invested in our public schools and we strive to earn and maintain that trust.
6. **Communication:** Lewistown Public Schools values effective and open communication with parents, students, staff, trustees and the community.

PUPIL INSTRUCTION	First Semester				89 days	Second Semester				90 days
	FIRST QUARTER				DAYS	THIRD QUARTER				DAYS
	First Week	Aug 25	to	Aug 27	3	First Week	Jan 18	to	Jan 21	4
	Second Week	Aug 30	to	Sept 3	5	Second Week	Jan 24	to	Jan 28	5
	Third Week	Sept 7	to	Sept 10	4	Third Week	Jan 31	to	Feb 4	5
	Fourth Week	Sept 13	to	Sept 17	5	Fourth Week	Feb 7	to	Feb 11	5
	Fifth Week	Sept 20	to	Sept 24	5	Fifth Week	Feb 14	to	Feb 18	5
	Sixth Week	Sept 27	to	Oct 1	5	Sixth Week	Feb 21	to	Feb 24	4
	Seventh Week	Oct 4	to	Oct 8	5	Seventh Week	Feb 28	to	March 4	5
	Eighth Week	Oct 11	to	Oct 15	5	Eighth Week	March 7	to	March 11	5
	Ninth Week	Oct 18	to	Oct 20	3	Ninth Week	March 14	to	March 17	4
	Tenth Week	Oct 25	to	Oct 29	5					42
					45					
	SECOND QUARTER				DAYS	FOURTH QUARTER				DAYS
	First Week	Nov 1	to	Nov 3	3	First Week	March 21	to	March 25	5
	Second Week	Nov 8	to	Nov 12	5	Second Week	March 28	to	April 1	5
	Third Week	Nov 15	to	Nov 19	5	Third Week	April 4	to	April 8	5
	Fourth Week	Nov 22	to	Nov 24	3	Fourth Week	April 11	to	April 15	5
	Fifth Week	Nov 29	to	Dec 3	5	Fifth Week	April 19	to	April 22	4
	Sixth Week	Dec 6	to	Dec 10	5	Sixth Week	April 25	to	April 29	5
	Seventh Week	Dec 13	to	Dec 17	5	Seventh Week	May 2	to	May 6	5
	Eighth Week	Dec 20	to	Dec 22	3	Eighth Week	May 10	to	May 13	4
	Ninth Week	Jan 3	to	Jan 7	5	Ninth Week	May 16	to	May 20	5
	Tenth Week	Jan 10	to	Jan 14	5	Tenth Week	May 23	to	May 27	5
					44					48
										Total Days 179

PUPIL INSTRUCTION-RELATED DAYS (PIR)		
August 16	New Staff Orientation	
August 23-24	All Staff Orientation/PIR	2.0
October 21-22	Staff Development Days	2.0
	<i>Teachers Convention</i>	
November 1-4	Parent-Teacher Conferences	1.5
	<i>Schedules vary by school</i>	
	<i>No school November 4th</i>	
March 21-25	Parent-Teacher Conferences	.5
	<i>Schedules vary by school</i>	
	<i>Full school days for students</i>	
May 9	PIR Day	1.0
	Floating PIR Day	<u>1.0</u>
		8.0

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HOLIDAYS & VACATIONS		Dates Inclusive
September 6	Labor Day	
November 5	Vacation Day	
November 25-26	Thanksgiving Vacation	
Dec 23-Jan 2	Winter Break	
January 17	Vacation Day	
February 25	Vacation Day	
March 18	Vacation Day	
April 18	Easter Vacation	
May 30	Memorial Day	
July 4	Vacation Day (12-mo employees)	