

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, October 11, 2021

REGULAR BOARD MEETING

Meeting ID

meet.google.com/ccw-gomy-dip

Phone Numbers

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

PIN: 421 669 826#

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

1. Pledge of Allegiance
2. Roll Call
3. Motion to Set Agenda
4. Recognition – Julia Kunau, Miss Montana Teen USA
5. Recognition – Fergus High School Golf Team and Coaches
6. Report – Student Representative
7. Report - LEA
8. Report—Committees of the Board
9. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

10. Report—Investment
11. Report—Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

13. Minutes of the September 13, 2021, Regular Board Meeting

APPROVAL OF CLAIMS

14. Claims

INDIVIDUAL ITEMS

15. Review ESSER Re-opening Plan
16. Approve Second Reading – Board Policy 3413 – Student Immunization
17. Approve Second Reading – Board Policy 3413F1 & F2 – Medical Exemption Statement
18. Approve Individual Transportation Contract for the High School District
19. Approve Additions to the Substitute List for 2021-2022 School Year
20. Approve Personnel Report

ADJOURNMENT

*A hard copy of the complete Agenda is available at the LPS Central Office
or, on the Lewistown Public Schools Website:
<http://www.lewistown.k12.mt.us/content/266>*

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

10/11/21

Agenda Item No.

4

ITEM TITLE: RECOGNITION OF JULIA KUNAU, MISS MONTANA TEEN USA

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

SUMMARY:

Julia Kunau will be recognized by the Board as Miss Montana Teen USA. Julia is a sophomore at Fergus High School. She participated in the pageant on September 12, 2021 at Post Falls, ID. Julia will fulfill a year of service, staying active in the community and promoting the pageant for other young women.

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/21

Agenda Item No.

5

ITEM TITLE: RECOGNITION OF THE FERGUS HIGH SCHOOL GOLF TEAM AND COACHES

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

SUMMARY:

Keithon Walter, Head Golf Coach and the Fergus High School Golf Team and Coaches will be recognized.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

6

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Malorie Woolett

SUMMARY:

Fergus High School Student Representative to the Board of Trustees will provide a report on upcoming activities at Fergus High School.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

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

ITEM TITLE: REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

Requested By: Board of Trustees **Prepared By:** LEA REPRESENTATIVE

SUMMARY:

The Lewistown Education Association (LEA) would like to update the Board of Trustees on the activities and happenings for their organization.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

8

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

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees **Prepared By:** Committee

SUMMARY:

The Board of Trustees has the opportunity to provide updates on their various committees.

Attached is the list for Standing Committees of the Board for the 2021-2022 School Year.

SUGGESTED ACTION: Informational Report

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

STANDING COMMITTEES OF THE BOARD
2021-2022 School Year

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Zane Fulbright	Doreen Heintz	Phil Koterba	Jeff Southworth	Jennifer Thompson
Building & Grounds	3	X				X	X	
Insurance Risk Committee	2			X				X

OTHER COMMITTEES WITH BOARD REPRESENTATION
2021-2022 School Year

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Zane Fulbright	Doreen Heintz	Phil Koterba	Jeff Southworth	Jennifer Thompson
Activities	3		X		X		X	
Curriculum Committees:								
English Language Arts	1					X		
Math	1				X			
Health Enhancement	1							X
Business Education	1			X				
Health Insurance Program	2						X	X
School Calendar	1	X						
Vocational Advisory Council	1						X	
Gaining	3		X	X				X
Policy Review	3	X			X	X		
Assessment	2			X	X			
Classified Salary/Benefit Review	2	X					X	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

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Agenda Item No.

9

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

ITEM TITLE: CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

Requested By: Board of Trustees **Prepared By:** Committee

SUMMARY:

OPI Letter from Superintendent Arntzen regarding Parental Rights

OPI MetaMetrics Assessment Pilot Study

SUGGESTED ACTION:

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

10

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Interest earned and distributed for September 2021 was not available at the time of posting.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

11

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

ITEM TITLE: Superintendent Report

Requested By: Superintendent **Prepared By:** Thom Peck

SUMMARY:

Official Enrollment #'s for October Count Day:

K-6 = 676 (652), 7-8 = 177 (165), 9-12 = 338 (332) TOTAL = 1191 (1149)

Last Call for MCEL – October 20-22 (VIRTUAL)

Bond Update – Parent Listening Sessions, October 19 at 7 pm; TV Stations airing video

Gaining Committee Board Members –

TEAMS Report

Annual Budget Audit

School Pictures – October 25-27 School Board Members on October 27 after 12:30 pm

End of 1st Quarter – Friday, October 29th...P/T Conferences November 3-4; No School Nov. 5

Homecoming Review

School Bus Safety Week – October 18-22; Red Ribbon Week – October 25 - 29

Flu Shots Schedule - Junior High - 10/19/21; High School - 10/26/21; Highland Park -10/27/21

Lewis & Clark - 10/28/21; Garfield - 10/29/21

Rebekah at National School Business Official Convention – October 12-15

Home/Post Season Athletic Events:

October 11 – LJH GBB and WR start Oct. 18

October 15 – FHS XC Divisionals @ Hardin

October 17 – Carroll College Men's Basketball v. Dawson CC – 3pm

October 18 – FHS JVFB v. Billings Central

October 22 – FHS FB v. Miles City

October 23 - XC STATE @ Missoula FHS VB v. Sidney JHGBB v. Hardin & Miles City

October 28 – JH GBB v. Laurel

October 29 – FHS VB v. Hardin

October 30 – FB – 1st Round of State Playoffs

November 4-6 – VB Divisionals at Laurel

November 6 – FB 2nd Round or Quarterfinals State Playoffs

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

LEWISTOWN																						
Enrollment History																						
October 4, 2021																						
Grade	Fall 2012	Spring 2013	Fall 2013	Winter 2013	Spring 2014	Fall 2014	Winter 2014	Spring 2015	Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Fall 2021 Projected
Kindergarten	87	89	98	99	101	97	96	95	111	112	109	108	96	101	104	102	96	96	108	110	104	95
1st Grade	95	97	85	88	86	95	95	95	83	85	100	97	109	105	95	89	97	95	83	83	106	100
2nd Grade	81	79	95	97	95	82	82	83	95	97	86	86	95	95	98	99	98	100	91	93	86	83
3rd Grade	72	75	82	82	83	94	96	94	84	85	91	89	92	90	90	92	96	96	101	106	91	93
4th Grade	103	104	73	73	74	75	77	78	98	99	87	87	94	93	94	92	95	98	85	89	104	106
5th Grade	82	86	101	102	101	78	79	79	79	80	101	99	89	88	93	90	90	90	99	100	89	89
6th Grade	97	97	84	82	80	98	97	96	83	87	74	73	101	100	89	87	90	86	85	85	96	100
7th Grade	100	101	91	91	94	79	81	82	104	99	80	77	78	79	106	105	80	82	88	90	89	85
8th Grade	90	90	103	103	103	98	98	94	87	89	93	93	77	77	79	77	107	105	78	77	88	90
9th Grade	88	89	89	89	90	98	98	97	102	103	88	87	92	92	76	78	70	72	98	99	88	77
10th Grade	94	91	88	86	87	89	87	88	97	95	92	91	81	81	96	95	75	76	70	71	96	99
11th Grade	78	76	85	83	82	85	83	80	88	83	94	88	91	87	80	76	85	82	80	75	84	71
12th Grade	88	88	73	73	73	82	81	81	81	79	78	78	85	83	85	84	76	74	84	84	70	75
	Fall 2012	Spring 2013	Fall 2013	Winter 2013	Spring 2014	Fall 2014	Winter 2014	Spring 2015	Fall 2015	Spring 2016	Fall 2016	Spring 2016	Fall 2017	Spring 2016	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Fall 2021 Projected
K-6	617	627	618	623	620	619	622	620	633	645	648	639	676	672	663	651	662	661	652	666	676	666
7-8	190	191	194	194	197	177	179	176	191	188	173	170	155	156	185	182	187	187	166	167	177	175
9-12	348	344	335	331	332	354	349	346	368	360	352	344	349	343	337	333	306	304	332	329	338	322
Grand Total	1155	1162	1147	1148	1149	1150	1150	1142	1192	1193	1173	1153	1180	1171	1185	1166	1155	1152	1150	1162	1191	1163
Fall 2021 Projections:	Subtracts 10 (Kindersteps) from the 1st Grade enrollment																					

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

12

☐ 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 ON NON-AGENDA ITEMS

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

10/11/2021

Agenda Item No.

13

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

ITEM TITLE: MINUTES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the September 13, 2021 Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ **Additional Information Attached** **Estimated cost/fund source** _____

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM and Google Meet
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, September 13, 2021

REGULAR BOARD MEETING

CALL TO ORDER (6:00 p.m.)

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

TRUSTEES PRESENT:

Phil Koterba, Kris Birdwell, Zane Fulbright, Jennifer Thompson, Doreen Heintz

TRUSTEES ABSENT:

Jeff Southworth, CJ Bailey

STAFF PRESENT:

Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades, Luke Brandon—LEA President, Tim Majerus, Jeff Friesen and others both in person and via Google Meet

OTHERS PRESENT:

Heidi Weber – KXLO Radio, John Carlson, Kendra Milfeldt, Christine Solheim and other interested parties both in person and via Google Meet.

AGENDA CHANGES

3. MOTION TO SET AGENDA - Approved unanimously (Birdwell/Koterba)

PRESENTATIONS AND RECOGNITION OF GUESTS

4. Recognition – Introduction of New Teachers
New teachers for the 2021-22 school year were introduced to the Board.
5. Report—Student Representative
Malorie Woolett, Student Representative to the Board, was not at the meeting to report.
6. Report – LEA
Luke Brandon, President of the Lewistown Education Association (LEA) updated the Board of Trustees on the activities and happenings for their organization.
7. Report—Committees of the Board
The Activities Committee met on 8/31/21 and Mr. Bartos gave recommendations for Spring Coaching, discussed scheduling and participation numbers for the year. There are no Covid protocols issued by MHSA.
The School Bond Task Force met on 9/8/21 to schedule a community meeting and a business leader meetings in regards to the Bond Election. They also discussed including Dick Anderson as a construction consultant at those meetings. Meetings have also been scheduled for all staff.
8. Calendar Items, Concerns, Correspondence, Etc.
Superintendent Peck shared the following with the Board of Trustees:
 - Letter from OPI – Traffic Education Approval
 - OPI letter on Level of Determination under IDEA Law

- Letter from Montana Medical Association
- Thank You from National Association of Elementary School Principals (NAESP)
- Protocol for Student/Staff positive COVID-19 Test
- Consent Forms for a Rapid Covid Testing for symptomatic Staff and Students

SUPERINTENDENT'S REPORT

9. Report—Investment
Interest earned and distributed for July 2021 was \$2,224.62 in the Elementary and \$1,916.40 in the High School for a total of \$4,141.02. Interest earned and distributed for August 2021 was \$644.12 in the Elementary and \$713.13 in the High School for a total of \$1,357.25. John Carlson asked about total investment dollars by the District.
10. Report—Superintendent
Superintendent Thom Peck reported on first day enrollment for the District. Board Tours will take place on September 22, 2021. School Pictures have been rescheduled due to the original company backing out. Mr. Peck provided dates for upcoming Bond Meetings. Board Members wanting to attend MCEL need to let Mr. Peck know if they plan to attend virtually. The number of Out of District students was reported. Mr. Peck updated the Board on dates and events taking place throughout the District. Lewistown Public Schools will be in a pilot program that will allow the District to opt out of the SBAC testing and use existing assessments instead.

PUBLIC PARTICIPATION

11. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items
There was no public participation.

ACTION ITEMS MINUTES

12. Minutes of the August 9, 2021, Regular Board Meeting
Minutes of the August 16, 2021, Special Board Meeting
– Approved unanimously (Birdwell/Koterba)

APPROVAL OF CLAIMS

13. Claims -- the claims referenced in the 2021-2022 Bill Schedule and submitted through September 10, 2021, were approved unanimously (Heintz/Fulbright). The Finance Committee for October-December 2021 will be Board Chair Jennifer Thompson, Jeff Southworth, CJ Bailey and Zane Fulbright.

INDIVIDUAL ITEMS

14. Review ESSER Reopening Plan – No Motion
Discussion ensued regarding the number of cases and response that the District takes.
15. Approve Memorandum of Understanding between Lewistown Public Schools and the Lewistown Education Association – Approved unanimously (Koterba/Fulbright)
16. Suspension of District Policy 1310 for Approval of Policy 1910 in One Reading – Approved unanimously (Birdwell/Koterba)
17. Approve Board Policy 1910 – COVID Emergency Measures – Personnel Use of Leave – Approved unanimously (Birdwell/Koterba)
Amend motion to strikethrough “term of the declared public health emergency to inform School District staff about leave options” and replace it with “2021-22 School Year” – Approved unanimously (Birdwell/Fulbright)
18. Approve Second Reading – Board Policy 3510 –School Sponsored Activities – Approved unanimously (Fulbright/Birdwell)
19. Approve Second Reading – Board Policy 3150 –Part Time Attendance – Approved unanimously (Fulbright/Birdwell)
20. Approve Second Reading – Board Policy 3121 –Enrollment and Attendance Records – Approved unanimously (Fulbright/Heintz)

21. Approve Second Reading – Board Policy 3210 –Equal Education, Non-discrimination, and Sex Equity – Approved unanimously (Heintz/Koterba)
22. Approve Second Reading – Board Policy 3311 –Firearms and Other Weapons – Approved unanimously (Fulbright/Birdwell)
Kendra Milfeldt asked if it was required that we change the policy. Thom responded that the District is required to change the policy and post the change in all buildings.
23. Approve Second Reading – Board Policy 2600 –Work Based Learning Program – Approved unanimously (Fulbright/Koterba)
24. Approve Second Reading – Board Policy 2600P –Work Based Learning Program- Insurance – Approved unanimously (Fulbright/Birdwell)
25. Approve Second Reading – Board Policy 2600F –Work Based Learning Affiliation Agreement – Approved unanimously (Heintz/Fulbright)
26. Approve First Reading – Board Policy 3413 –Student Immunization – Approved (Birdwell/Koterba) Fulbright - Against
27. Approve First Reading – Board Policy 3413F1 & F2 –Medical Exemption Statement – Approved unanimously (Koterba/Fulbright)
28. Approve Second Reading – 1900 Series Policies to include recently approved Policy 1910 – Approved unanimously (Birdwell/Koterba)
Approve to amend policy 1900 series on page 100 to remove the first sentence in the first paragraph – Approved unanimously (Birdwell/Heintz)
John Carlson expressed concern regarding the suspension procedures outlined in Policy 1900.
29. Move To Declare an Unforeseen Emergency in Accordance With Title 20, Chapter 9, Part 8, MCA 29 – Approved (Koterba/Heintz) For – Koterba, Heintz, Thompson; Against – Birdwell and Fulbright
After the vote on original motion: Zane Fulbright expressed concern over the declaration and Christine Solheim agreed. Discussion ensued regarding declaration of the unforeseen emergency and concern over the policies that will need to be enforced as a result.
Move to Reconsider the Vote on the Declaration of an Unforeseen Emergency – Approved unanimously (Birdwell/Fulbright)

Move To Declare an Unforeseen Emergency in Accordance With Title 20, Chapter 9, Part 8, MCA 29 – Approved (Koterba/Heintz) For – Koterba; Against – Birdwell, Heintz, Thompson and Fulbright

Trustee Thompson, Fulbright and Heintz will form a workgroup to revise the 1900 Policy Series.
30. Approve agreement for consulting services with Dick Anderson Construction – Approved unanimously (Birdwell/Fulbright)
Move to amend motion to spend up to \$8,000 for securing the services of Dick Anderson for pre-bond activities to be completed on the date of the election using a more appropriate Agreement – Approved unanimously (Birdwell/Fulbright)
31. Approve Out-Of-District Student Attendance Agreement Requests for Placement inside the Lewistown Public Schools – Approved unanimously (Heintz/Fulbright)
32. Approve Additions to the Substitute List for the 2021-2022 School Year – Approved unanimously (Fulbright/Heintz)
33. Approve Personnel Report – See Exhibit A – Approved unanimously (Fulbright/Birdwell)

ADJOURNMENT

The meeting was adjourned at 8:14 p.m (Thompson). The next regular meeting will be held at 6:00 p.m. on Monday, October 11, 2021, at the Lincoln Board Room.

JENNIFER THOMPSON
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

EXHIBIT 'A'
LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

Monday September 13, 2021

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	RECOMMENDED BY	COMMENTS
ALDERINK, Andrea	Paraprofessional	Lewis and Clark Elementary	Approve appointment on schedule --PARA EDUCATOR - Step 0 for up to 7.5 hours per day for up to 175 days	9/7/2021	Danny Wirtzberger	Replacing Jeff Sanders
ARMSTRONG, Chad	Driver Education Instructor	Fergus High School	Approve appointment at \$28.00 per hour as needed for behind- the-wheel driving instruction	August 30, 2021 - May 27, 2022	Thom Peck	Chad will be assisting in the behind-the-wheel driving instruction
BALDWIN, Kylie	Paraprofessional	Lewis and Clark Elementary	Approve appointment on schedule --PARA EDUCATOR - Step 0 for up to 7.5 hours per day for up to 181 days	8/30/2021	Danny Wirtzberger	Replacing KC Bowen
BLACKADAR, Lesley	Food Server/Kitchen Aide	Lewis and Clark Elementary School	Approve appointment on schedule--FOOD SERVER - Step 6 for up to 1 hour per day for 186 days	8/25/2021	Amie Friesen	
DERHEIM-SMITHSON, Helen	Paraprofessional and Food Server	Garfield Elementary School	Approve appointment on schedule --PARA EDUCATOR - Step 0 for up to 5.5 hours per day and FOOD SERVER/KITCHEN AIDE for up to 2.5 hours per day for up to 186 days	9/7/2021	Matt Lewis and Amie Friesen	Replacing Chiara Vanderbeek and Samantha Williams
FISK, Shannon	Special Ed Supervising Teacher	Jr. High School	Approve appointment at \$22.50 per hour as needed for acting as the supervising teacher for the Lead Para in the STAR classroom at the JHS	August 20, 2021 - May 27, 2022	Thom Peck	
GARLINGHOUSE, Mackenzie	STAR Room Paraprofessional	Jr. High School	Approve appointment on schedule--STAR ROOM PARA - Step 0 for up to 7.5 hours per day for up to 187 days	8/23/2021	Jeff Jeff Friesen	
GOBBLE, Cassi	Special Ed Supervising Teacher	Jr. High School	Approve appointment at \$22.50 per hour as needed for acting as the supervising teacher for the Lead Para in the 7th Grade Special Education classroom at the JHS	August 20, 2021 - May 27, 2022	Thom Peck	
KNUTSON, Nancy	Food Server/Kitchen Aide	Lewis & Clark Elementary School	Approve appointment on schedule --FOOD SERVER/KITCHEN AIDE Step 0 for up to 4.5 hours per day for up to 187 days per year	8/23/2021	Amie Friesen	Replacing Lesley Blackadar

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday September 13, 2021

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	RECOMMENDED BY	COMMENTS
LONG, Jared	Teacher	Fergus High School	Approve out-of-district travel to attend the National Association of Agriculture Educators Conference 11-3-21 to 12-4-21 in New Orleans.	9/13/2021	Tim Majerus	See Attached Letter
LOWER, Holly	Paraprofessional	Highland Park Elementary Schhol	Approve appointment on schedule --PARA EDUCATOR - Step 0 for up to 7.5 hours per day for up to 186 days	8/23/2021	Matthew Ventresca	Replacing Darla Kolar
MCGOWAN, Tina	Food Server/Kitchen Aide	Highland Park Elementary Schhol	Approve appointment on schedule --FOOD SERVER/KITCHEN AIDE Step 0 for up to 2.5 hours per day for up to 186 days	8/23/2021	Amie Friesen	Replacing Kathy Gaines
PEARSON, Kameron	Paraprofessional	Fergus High School	Accept Letter of Resignation	8/24/2021	Tim Majerus	See Attached Letter
SANFORD, John	Volunteer Football Coach	Fergus High School		8/2/2021	8/23/2021	
SCHWEDE, Jill	STAR Supervising Teacher	Jr. High School	Approve appointment at \$22.50 per hour as needed for acting as the supervising teacher for the Lead Para in the STAR classroom at the JHS	August 20, 2021 - May 27, 2022	Thom Peck	New
RECOMMENDATIONS FOR ACTIVITIES AND ATHLETICS	EXTR CURRICULAR ASSIGNMENTS	Jr. High School and Fergus High School	Approve appointment on schedule as recommended		Jeff Friesen and Paul Bartos	See Attached List

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

14

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees Prepared By: LuAnn Schrauth

SUMMARY:

Approve claims paid through October 8, 2021, as approved by the Finance Committee.

Members of the Finance/Claims Committee for October-December 2021 include: Board Chair Jennifer Thompson, CJ Bailey, Jeff Southworth and Zane Fulbright

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

15

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

ITEM TITLE: REVIEW ESSER RE-OPENING PLAN

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

SUMMARY:

The Board of Trustees will have this on the agenda monthly FY22 through FY24 in order to review the school re-opening plan on an ongoing basis. It is required to be reviewed at least every 6 months.

This plan is required to be posted on the District's website as of June 24, 2021 in order to be eligible for ESSER funding.

Policies referred to in the Plan can be found on the District website at:
<http://w.w.w.lewistown.k12.mt.us/Content2/134>

SUGGESTED ACTION: Review ESSER School Re-opening Plan

☒ **Additional Information Attached** **Estimated cost/fund source** _____

NOTES:

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

Lewistown School District #1
Safe Return to School and Continuity of Services Plan

Date of Original Adoption: July 13, 2020

Date Plan was Last Revised: July 12, 2021

Next Regularly Scheduled Month for Consideration August 9, 2021

Dates Reviewed: August 25, 2020; September 14, 2020; December 21, 2020; January 11, 2021; April 12, 2021, June 14, 2021, July 12, 2021

March 2020 - June 2021.

1. The Lewistown School District #1 was ordered to close to in person instruction on March 15, 2020, under an executive order issued by then-Governor Bullock. Districts were provided a two week period of time during which they could remain fully closed to instruction of any kind while developing a plan for remote instruction required by the Governor.
 - a. Although our district was authorized to remain closed, we quickly mobilized and began remote instruction during the timeframe when we were authorized to remain closed. Thereafter, our district continued pursuant to a reopening plan approved by the Governor beginning March 23, 2020.
2. On April 22, 2020, then-Governor Bullock lifted his Stay at Home Order, and Announced a Plan to Begin Phased Reopening of Montana. As part of that plan, effective May 7, 2020, all schools were provided the option to return to in-classroom teaching at the discretion of local school boards.
 - a. Our school district reopened to in classroom teaching on May 14, 2020, and has remained open throughout the remainder of the 2019-20 school year while targeting those students who struggled with remote learning or for students who chose to come to school in-person and during the entirety of the 2020-21 school year. The only exception during this timeframe was for temporary closures of part or all of in classroom teaching pursuant to quarantine or isolation orders issued by our county department of health. In addition, Lewistown Junior High and Fergus High School went to a “Modified” Hybrid Schedule in which approximately 15% of all students came to school every day for in-person instruction and the rest of the student body either came Mondays and Wednesdays or Tuesdays and Thursdays with Friday being a Flex Friday” for those students who were struggling, were required to come to school in-person. The “Modified” Hybrid Schedule at LJH and FHS continued until February 1, 2021. Families were offered complete distance learning but that number dwindled from 26 students in September to 9 students, K-12 in May, less than 3%.
3. Our district developed a plan for reopening to in person instruction, with contingencies, and we implemented that plan for the 2020-21 school year. The reopening plan, details regarding which are provided below, included adoption of

various model policies provided by the Montana School Boards Association under its 1900 Series, including model policies aligned with CDC guidance regarding mitigation strategies to limit exposure to and transmission of COVID-19 in school settings.

4. Our district is finishing the 2020-21 school year strong, having provided high quality learning opportunities to the students in our community in safe and effective learning environments.
5. We embraced a fundamental principle of providing extensive transparency to our community throughout the above timeframe. We publicly noticed, held meetings regarding, and provided extensive opportunities for our community to provide us with feedback regarding the School District's plans and we carefully considered such feedback in developing and refining the School District's plans throughout the last 14-15 months.

Safe Return to Schools and Continuity of Services Plan Contents:

March 2020-June 2021

Part I: Documentation of Meaningful Consultation in Developing and Refining the School District's plan from March 2020 Through June 2021:

We noticed, held, and invited public comment on our evolving plans for a safe return to school and continuity of services on the following dates since March 2020:

1. Leadership Team Meetings, 2020-21 Year: March 16; March 17; March 19; March 20; March 24; March 26; April 3; April 7; April 22; April 24; May 5; May 13; May 20; June 2; June 11; August 4; September 15; October 6; October 20; November 3; November 17; December 1; January 5; January 19; February 2; March 2; March 16; April 6; April 20; May 4; May 18; June 1;
2. School Board Meetings 2020-21 Year: March 18; March 26; April 13; April 28; May 11; June 11; July 13; August 12; August 19; August 25; September 14; October 12; November 2; November 9; December 14; January 11; February 8; March 8; March 23; April 12; April 27; May 10; June 14
3. Town Hall/Community Forums 2020-21 Year: April 16; May 14, December 8; January 25;
4. Food, Transportation, Building & Grounds Meeting, 2020-21 Year: April 29; July 22; September 22; October 5; February 5; February 17; April 15, May 12;
5. Staff Meetings 2020-21 Year: April 29; May 11; May 13; May 18; October 5; October 29; November 9; December 7; December 9; January 4; January 20; February 8; March 1; April 5; April 12; May 3;
6. Re-Opening District Team, Summer 2020-21: June 4; June 11; June 17; July 8; July 14; July 30; August 4;
7. Community COVID Team Meetings 2020-21 Year: (Public Health Officials, Daycare, Head Start and LPS): November 13; November 20; December 4; December 11; December 18; January 8; January 22; February 12; March 19; April 9; April 23; May 14.

Our invitation for public input included a general opportunity for the public to provide input and was provided to everyone interested, including:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

Part II: Contents of The School District's plan for Safe Return to In-Person Instruction and Continuity of Services:

1. A description of how the district will maintain the health and safety of students, educators, and other staff:

Following the lifting of the Stay-at-Home Order and subsequent reopening of the state on April 22, 2020, Lewistown School District #1 utilized the Montana Public Education Center *Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* and accompanying MTSBA Model Emergency Policies. Utilizing these resources supported our district's continued service to students with transparency and accountability while ensuring the operations of the school district reflected the circumstances in our community.

The policies ensured our Board of Trustees and school leaders honored the following priorities: quality instruction to students; a healthy and safe setting for students, staff, and the community; needed support of teachers and staff; and responsible financial and operational procedures. The policies provided an actionable plan for completing the 2020-2021 school fiscal year in a manner that met these priorities and secured district funding while providing an operational platform for considering long term innovations in the delivery of education services.

Lewistown School District #1 implemented policy options that facilitated collaboration between the Board of Trustees, administrative team, employees, parents, students, health officials, and community as we established protocols aligned with CDC guidance addressing how instruction was to be delivered to students; how gatherings and events would take place on school property; how the health and safety of staff and students would be protected and preserved while schools were open; and how financial and operational functions of the school district would continue during the period of public health emergency.

Lewistown School District #1 reviewed, considered, and addressed numerous areas of operation in our reopening process. On the topic of school district policy and procedures, the district considered emergency policies and procedures, adoption and

amendment of policies, suspension of policies, and administrative procedures. To support students' academic, mental, social and emotional success, the district considered alternative grading, counseling, extended school year, student instruction proficiency determinations and declarations, support for particularly vulnerable students, transportation services, access to internet for students, food preparation and service, summer school and additional student instruction resources. To ensure the health and safety of students, teachers, and staff, the district considered cleaning and disinfection, community use of facilities, county board of health orders, diagnosis and confidentiality, hand washing and related hygiene protocols, telework, school closure orders, stay at home orders, symptom monitoring and isolation, travel quarantines, visitors, volunteers, vulnerable individuals, masks and personal protective equipment, and physical distancing.

Following the *Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* ensured Lewistown School District #1 has remained in compliance with guidance and best practices provided by federal, state, or local health officials. Our school district has continued to adapt and adjust our policies as new and updated guidance and best practices have become available.

Further, the policies provide options for consideration through input from our board of trustees, administrative team, employees, parents, students health officials, and community as collaborative partners as we have worked our way through ever evolving changes due to the pandemic. By considering all possible perspectives and factors when making the decisions to adopt or adjust a policy, or to implement a policy, we focused on the health and safety of our students, staff, and community for delivery of learning and services to our students. The policies have enabled us to adjust our procedures and practices during different phases in compliance with guidance and best practices provided by federal, state, and local agencies.

Lewistown School District #1 will continue to follow the policies noted below while engaging in a quarterly reevaluation process to continue to ensure the health, safety and wellbeing of our students, teachers, staff, and community through 2024.

2. The extent to which the district has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC:

Topic	School District Policy Reference	Description of Policy (All referenced polices can be found at the end of this document.)	Policy Adopted and Revised Date(s)
Universal and correct wearing of masks.	1905	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21

		workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations making optional face coverings as personal protective equipment.	6. 4/12/21 7. 6/14/21
Modifying facilities to allow for physical distancing (e.g., use of cohorts/pods).	1905; 1905P	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding physical distancing by requiring students, staff, volunteers, and visitors will maintain a three-foot distance between themselves and their colleagues and peers throughout the school day inside any school building, on school provided transportation, and on school property before and after school. Staff members will arrange classrooms and restructure courses, transportation services, and food service to meet this standard. 1905P: The administrative team of the School District has adopted these procedures regarding symptoms of illness, physical distancing and work areas, physical barriers and guides, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21 6. 4/12/21 7. 6/14/21
Handwashing and respiratory etiquette.	1905; 1905P	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher,	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21 6. 4/12/21 7. 6/14/21

		principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding healthy hand hygiene behavior and symptoms of illness. 1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and water systems in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.	
Cleaning and maintaining healthy facilities, including improving ventilation.	1905; 1905P	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, cleaning and disinfecting, temperature screening, vulnerable individuals, food preparation and meal service, and transportation services. 1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.	
Contact tracing in combination with isolation and quarantine, in	1905; 3417	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services	1. 7/13/2020 2. 8/25/2020 3. 9/14/2020 4. 12/21/2020

collaboration with the State, local, territorial, or Tribal health departments.		provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, temperature screening, public awareness, and confidentiality. 3417: In all proceedings related to this policy, the District will respect a student's right to privacy. Although the District is required to provide educational services to all school-age children who reside within its boundaries, it may deny attendance at school to any child diagnosed as having a communicable disease that could make a child's attendance harmful to the welfare of other students. The District will rely on advice of the public health and medical communities in assessing the risk of transmission of various communicable diseases to determine how best to protect the health of both students and staff. The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. The District may temporarily exclude from school attendance a student who exhibits symptoms of a communicable disease that is readily transmitted in a school setting. The District may notify parents of other children attending a school that their children have been exposed to a communicable disease without identifying the particular student who has the disease.	5. 1/11/2021 6. 4/12/2021 7. 6/14/2021
Diagnostic and screening testing.	1905	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, and temperature screening.	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/2021 6. 4/12/2021 7. 6/14/2021
Efforts to provide vaccinations to	3413	Please note that House Bill 702 passed the 2021 Legislature and was signed into law effective May	1. 6/14/2021

school communities		14, 2021. New Section 1 of that law provides that it is an unlawful discriminatory practice for a governmental entity to refuse, withhold from, or deny to a person any local or state services, goods, facilities, advantages, privileges, licensing, educational opportunities, health care access, or employment opportunities based on the person's vaccination status. The law also provides it is unlawful for an employer to refuse employment to a person, to bar a person from employment, or to discriminate against a person in compensation or in a term, condition, or privilege of employment based on the person's vaccination status. Finally, House Bill 702 provides it is unlawful for a public accommodation to exclude, limit, segregate, refuse to serve, or otherwise discriminate against a person based on the person's vaccination status. 3413: Upon initial enrollment, an immunization status form shall be completed by the student's parent or guardian. The certificate shall be made a part of the student's permanent record.	
Appropriate accommodations for children with disabilities with respect to health and safety policies.	1908; 2162; 2162P	1908: The Board of Trustees authorizes the supervising teacher or district administrator to provide Policy 1908F to families requesting to opt-out of onsite instruction at the school facility for the duration of the declared public health emergency. Students of families opting out of onsite instruction at the school facility shall receive offsite, online, and proficiency-based instruction, or any combination of the foregoing at the discretion of the School District in accordance with District Policy 1906. Students of families opting out of onsite delivery shall be treated the same as students instructed at the school facility for purposes of grading, discipline, and other educational rights. 2162: It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. For those students who need or are believed to need special instruction and/or related services under Section 504 of the Rehabilitation Act of 1973, the District shall establish and implement a system of procedural safeguards. 2162P: If the parent or legal guardian of a student who qualifies under Section 504 for special instruction or related services disagrees with a decision of the District with respect to: (1) the identification of the child as qualifying for Section 504; (2) the District's evaluation of the child; and/or (3) the educational placement of the child, the	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/20 6. 4/12/21 7. 6/14/21

		parents of the student are entitled to certain procedural safeguards. The student shall remain in his/her current placement until the matter has been resolved through the process set in the policy.	
Coordination with State and local health officials.	1900; 1905; 1907; 3417	1900: In light of the COVID-19 pandemic, the Board of Trustees has found it necessary to adopt temporary policies related to emergency school closures, the ongoing provision of educational services to students, meetings of the Board, gatherings on school property, health and safety of students, staff and community members, human resource matters and budgetary matters. To ensure clarity and transparency, the board has organized all emergency school policies into a temporary chapter. School District Policies Numbered 1900-1999 are intended to govern during any emergency related to COVID-19 declared by the President, Congress, Montana Legislature, Governor, Montana Department of Public Health and Human Services, County Health Department or the Board of Trustees. 1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. 1907: The Board of Trustees is authorized to declare that a state of emergency exists within the community. A declaration issued by the Board of Trustees is distinct from any declaration in effect or previously issued by local, state or federal authorities. 3417: The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. When information is received by a staff member or a volunteer that a student is afflicted with a serious communicable disease, the staff member or volunteer will promptly notify a school nurse or other responsible person designated by the Board to determine appropriate measures to be taken to protect student and staff health and safety. A school nurse or other responsible person designated by the Board, after	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21 6. 4/12/21 7. 6/14/21

		consultation with and on advice of public health officials, will determine which additional staff members, if any, have need to know of the affected student's condition.	
How the district will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.	1906; 1906P; 2050	1906: The School District has adopted the protocols outlined in this policy to govern during the term of the declared public health emergency to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources including but not limited to online methods. The supervising teacher, principal, superintendent or designated personnel are authorized to implement this policy. The Board of Trustees may revise the school calendar to adjust the completion of the school year for particular grade levels and groups once students have satisfied the required number of applicable aggregate hours. The Board of Trustees authorizes instruction of students at the school facility in a manner that satisfies the aggregate number of instructional hours outlined in the School District's adopted or revised calendar for a school year affected by a public health emergency. The Board of Trustees authorizes proficiency-based ANB calculation in situations when a student demonstrates proficiency in a course area as determined by the Board of Trustees using district assessments consistent with the School District's adopted Plan of Action, District Policy 1005FE, or other measures approved by the Board of Trustees during the course of a school year affected by a public health emergency. The Board of Trustees authorizes a summer program of instructional offerings for the purpose of remediation of credit, maintenance of skills, and enrichment. All classes offered for credit must meet minimum state requirements for accreditation and may be delivered at the school or at another offsite location. Remediation credit courses shall be offered, grades 9-12, in accordance with District advancement requirements. Credit course offerings must be approved by the Board of Trustees Students shall receive services in accordance with the applicable Individualized Education Plan or Section 504 Plan based on methods and locations agreed upon and documented by the applicable team to meet the student's needs and goals. Students shall have access to regular school counseling services whether their instruction is provided in an onsite, offsite or online setting.	1. 7/13/20 2. 9/14/20 3. 12/21/20 4. 1/11/21 5. 4/12/21 6. 6/14/21

		Staff shall promptly report any suspected student distress or concern to their supervisor for review and referral. Students receiving instruction in an offsite setting are governed by the staff obligation to report suspected child abuse or neglect. This policy in no way limits or adjusts the School District's obligations to homeless students or students in foster care. Applicable District policies serving these students, or this population of students remain in full effect. 1906P: Proficiency or satisfying aggregate hours of instruction can be achieved through an on-site, off-site, or blended learning model as outlined in Policy 1906. Best practices will assist districts in facilitating quality learning for each student regardless of background or circumstance. Best practices include but are not limited to, planning and communication, clear expectations, differentiated instruction and learning models, and flexible demonstrations of learning. 2050: The School District has adopted the protocols outlined in this policy to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources. The District administration or designated personnel are authorized to implement this policy	
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June 2021

Part III – Updated Compliance for the District’s Previously Adopted Plan for the Safe Return to In-person Instruction and Continuity of Services:

Section 2001(i)(3) of the ARP Act states that a school district that developed a plan for the safe return to in-person instruction and continuity of services prior to the date of enactment of the ARP Act will be deemed to have met the requirement to develop a plan under section 2001(i)(1) as long as the plan meets the statutory requirements (*i.e.*, is publicly available on the LEA's website and was developed after the LEA sought and took into account public comment).

The School District’s plan meets the requirements of Section 2001(i)(1) and (i)(2) of the ARP Act. The School District’s plan is available on our website and, as noted above, was developed through a process that included extensive public comment. Further, we have, as part of the organization of the School District’s plan for purposes of the ARP Act, revised the School District’s plan at a meeting held on 7/12/2021 that included not just a notice of opportunity for public input but which specifically invited meaningful consultation with and input from:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. To the extent present in or served by LPS, tribes; civil rights organizations (including disability rights organizations); stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

We have considered the input of all affected parties and have carefully deliberated regarding the best possible means by which our district can provide safe effective learning environments for each of our students.

June 2021 - September 30, 2024

Part IV – Schedule for Future Review and Updates:

Consideration of this Safe Return to Schools and Continuity of Services Plan shall be added as a standing agenda item on each regular and special meeting of the board of trustees throughout the 2021-24 school years. The agenda item shall, at a minimum, include notice of any changes to the plan recommended by the administration with an invitation for input, notice of opportunity for public input.

Appendix – 1900 Policy Series can be found on the Lewistown Public School’s website at <https://www.lewistown.k12.mt.us/Content/136>.

[MT-PEC](#) *A Roadmap for Safely Reopening Montana’s Public Schools Using Emergency School District Policies.*

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

16

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

ITEM TITLE: APPROVE SECOND READING OF BOARD POLICY 3413- STUDENT IMMUNIZATION

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

SUMMARY:

The Board of Trustees needs to approve the second reading of the revision to the referenced policy.

Information being deleted from these policies has been marked with a ~~strike through~~: information being added has been highlighted.

SUGGESTED ACTION: Approve Second Reading of Board Policy – 3413 - Immunizations

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

Lewistown School District

STUDENTS

3413

Student Immunization

The Board requires all students to present evidence of their having been immunized against the following diseases: diphtheria, pertussis (whooping cough), poliomyelitis, measles (rubeola), mumps, rubella, tetanus, and varicella (chickenpox) in the manner and with immunizing agents approved by the department. Haemophilus influenzae type "b" immunization is required for students under age five (5), before enrolling in preschool. Proof of immunization must be in compliance with the school rules for attendance through the Montana Department of Health and Human Services.

Upon initial enrollment, an immunization records form for each student will be provided. The certificate shall be made a part of the student's permanent record.

A pupil who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of immunization. Within thirty (30) days after a transferring pupil ceases attendance at the school of origin, the school shall retain a certified copy for the permanent record and send the original immunization records for the pupil to the school district to which the pupil transfers. Exemptions from one or more vaccines shall be granted for medical reasons upon certification by a physician indicating the specific nature and probable duration of the medical condition for not administering the vaccine(s) provided by Section 20-5-405, MCA. Exemptions for religious reasons must be filed in a manner provided by Section 20-5-405, MCA annually. The statement for an exemption shall be maintained as part of the student's immunization record in accordance with FERPA as specified in Policy 3600P. The permanent file of students with exemptions shall be marked for easy identification should the Department of Health order that exempted students be excluded from school temporarily when the risk of contracting or transmitting a disease exists. Exclusion shall not exceed thirty (30) calendar days.

All students who are enrolled under an exemption and have a disease listed in this Policy, have been exposed to a disease listed in the Policy or may be exposed to a disease listed in this Policy while attending school may be excluded from the school by the local health officer or the DPHHS until the excluding authority is satisfied that the student no longer risks contracting or transmitting that disease.

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

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

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

Legal Reference:	20-3-324 (20), MCA	Powers and duties
	20-5-402 - 410, MCA	Health
	20-5-403, MCA	Immunization required – release and acceptance of immunization records
	20-5-405, MCA	Exemptions

Chapter 418 2021 General Legislative Session

Policy History:

Adopted on: June 28, 2004
Revised on: September 26, 2005
Revised on: May 11, 2015
Revised on: July 13, 2015

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

17

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

ITEM TITLE: APPROVE SECOND READING OF BOARD POLICY 3413F1 & F2 – MEDICAL EXEMPTION STATEMENT

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

SUMMARY:

The Board of Trustees needs to approve the second reading of the referenced NEW policy.

SUGGESTED ACTION: Approve Second Reading – NEW Board Policy 3413F1 & F2 – Medical Exemption Status

☒ **Additional Information Attached** **Estimated cost/fund source** _____

NOTES:

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

Medical Exemption Statement 3413F1

Physician: Please mark the contraindications/precautions that apply to this patient, then sign and date the back of the form. The signed Medical Exemption Statement verifying true contraindications/precautions is submitted to and accepted by schools, childcare facilities, and other agencies that require proof of immunization. For medical exemptions for conditions not listed below, please note the vaccine(s) that is contraindicated and a description of the medical condition in the space provided at the end of the form. The State Medical Officer may request to review medical exemptions.

Attach a copy of the most current immunization record

Name of patient _____ DOB _____

Name of parent/guardian _____

Address (patient/parent) _____

School/child care facility _____

For official use only:

☐ Check if reviewed by public health Name/credentials of reviewer: _____ Date of review: _____

Medical contraindications for immunizations are determined by the most recent General Recommendations of the Advisory Committee on Immunization Practices (ACIP), U.S. Department of Health and Human Services, published in the Centers for Disease Control and Prevention's publication, the Morbidity and Mortality Weekly Report.

A **contraindication** is a condition in a recipient that increases the risk for a serious adverse reaction. A vaccine will not be administered when a contraindication exists.

A **precaution** is a condition in a recipient that might increase the risk for a serious adverse reaction or that might compromise the ability of the vaccine to produce immunity. Under normal conditions, vaccinations should be deferred when a precaution is present.

Contraindications and Precautions

Vaccine	X	
Hepatitis B (not currently required by Administrative Rule of Montana [ARM])	☐ ☐	Contraindications • Serious allergic reaction (e.g., anaphylaxis) after a previous vaccine dose or vaccine component Precautions • Moderate or severe acute illness with or without fever
DTaP DT, Td Tdap	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	Contraindications • Severe allergic reaction (e.g., anaphylaxis) after a previous dose or to a vaccine component • Encephalopathy within 7 days after receiving previous dose of DTP or DTaP Precautions • Progressive neurologic disorder, including infantile spasms, uncontrolled epilepsy, progressive encephalopathy; defer DTaP until neurological status has clarified and stabilized • Fever $\geq 40.5^{\circ}\text{C}$ (105°F) within 48 hours after vaccination with previous dose of DTP or DTaP • Guillain-Barre' syndrome ≤ 6 weeks after a previous dose of tetanus toxoid-containing vaccine • Seizure ≤ 3 days after vaccination with previous dose of DTP or DTaP • Persistent, inconsolable crying lasting ≥ 3 hours within 48 hours after vaccination with previous dose of DTP/DTaP • History of arthus-type hypersensitivity reactions after a previous dose of tetanus toxoid-containing vaccine • Moderate or severe acute illness with or without fever
IPV	☐ ☐ ☐	Contraindications • Severe allergic reaction (e.g., anaphylaxis) after a previous dose or to a vaccine component Precautions • Pregnancy • Moderate or severe acute illness with or without fever

Vaccine	X	
PCV (not currently required by ARM)	☐	Contraindications - Severe allergic reaction (e.g., anaphylaxis) after a previous dose (of PCV7, PCV13, or any diphtheria toxoid--contain vaccine) or to a component of a vaccine (PCV7, PCV13, or any diphtheria toxoid-containing vaccine) Precautions - Moderate or severe acute illness with or without fever
Hib	☐	Contraindications - Severe allergic reaction (e.g., anaphylaxis) after a previous dose or to a vaccine component - Age <6 weeks Precautions - Moderate or severe acute illness with or without fever
MMR	☐	Contraindications - Severe allergic reaction (e.g., anaphylaxis) after a previous dose or to a vaccine component - Known severe immunodeficiency (e.g., hematologic and solid tumors, chemotherapy, congenital immunodeficiency, long-term immunosuppressive therapy, or patients with HIV infection who are severely immunocompromised) - Pregnancy Precautions - Recent (<11 months) receipt of antibody-containing blood product (specific interval depends on the product) - History of thrombocytopenia or thrombocytopenic purpura - Need for tuberculin skin testing - Moderate or severe acute illness with or without fever
Varicella	☐	Contraindications - Severe allergic reaction (e.g., anaphylaxis) after a previous dose or to a vaccine component - Known severe immunodeficiency (e.g., hematologic and solid tumors, chemotherapy, congenital immunodeficiency, long-term immunosuppressive therapy, or patients with HIV infection who are severely immunocompromised) - Pregnancy Precautions - Recent (<11 months) receipt of antibody-containing blood products (interval depends on product) - Moderate or severe acute illness with or without fever

For medical conditions not listed, please note the vaccine(s) that is contraindicated and a description of the condition

Name of Student _____

Date Exemption Ends _____

Completing physician's name (please print)

Address _____

Phone _____

Completing physician's signature (only licensed physicians may sign)

Instructions

Purpose: To provide Montana physicians with a mechanism to document true medical exemptions to vaccinations

Preparation: 1. Complete patient information (name, DOB, address, and school/childcare facility)
2. Check applicable vaccine(s) and exemption(s)
3. Complete date exemption ends and physician information
4. Attach a copy of the most current immunization record
5. Retain a copy for file
6. **Return original to person requesting form**

Reorder: Immunization Program
1400 Broadway, Room C-211
Helena, MT 59620
(406) 444-5580
<http://www.dphhs.mt.gov/publichealth/immunization/>

Questions? Call (406)444-5580

Montana Code Annotated

20-5-101-410: Montana Immunization Law

52-2-735: Daycare certification

Administrative Rules of Montana

37.114.701-721: Immunization of K-12, Preschool, and Post-secondary schools

37.95.140: Daycare Center Immunizations, Group Daycare Homes, Family Day Care Homes

**AFFIDAVIT OF EXEMPTION ON RELIGIOUS GROUNDS FROM MONTANA
SCHOOL IMMUNIZATION LAW AND RULES 3413F2**

Student's Full Name

Birth Date

Age

Sex

School: _____

If student is under 18, name of parent, guardian, or other person responsible for student's care and custody:

Street Address and city: _____

Telephone: _____

I, undersigned, swear or affirm that immunization against

- | | |
|---|--|
| ☐ <i>Diphtheria, Pertussis, Tetanus (DTaP, DT, Tdap)</i> | ☐ <i>Polio</i> |
| ☐ <i>Measles, Mumps and Rubella (MMR)</i> | ☐ <i>Varicella (chickenpox)</i> |
| ☐ <i>Haemophilus Influenzae Type b (Hib)</i> | |

is contrary to my religious tenets and practices.

I also understand that:

- (1) I am subject to the penalty for false swearing if I falsely claim a religious exemption for the above-named student [i.e. a fine of up to \$500, up to 6 months in jail, or both (45-7/202, MCA)];
- (2) In the event of an outbreak of one of the diseases listed above, the above-exempted student may be excluded from school by the local health officer or the Department of Public Health and Human Services until the student is no longer at risk for contracting or transmitting that disease; and
- (3) **A new affidavit of exemption for the above-named student must be signed, sworn to, and notarized yearly, before the start of the school year and kept together with the State of Montana Certificate of Immunization (HES-101) in the school's records.**

Signature of parent, guardian, or other person
responsible for the above student's care and
custody; or of the student, if 18 or older.

Date

Subscribed and sworn to before me this _____ day of _____, _____

Signature: Notary Public for the State of Montana

Print Name: Notary Public for the State of Montana

Seal

Residing in _____
My commission expires _____

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

18

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

ITEM TITLE: APPROVE INDIVIDUAL TRANSPORTATION CONTRACT FOR THE HIGH SCHOOL DISTRICT

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve an Individual Transportation Contract for the following:

Keith Knerr

SUGGESTED ACTION: Approve Individual Transportation Contract for the High School District

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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



INDIVIDUAL TRANSPORTATION CONTRACT

TR-4 (03/2018)

School Year 2021 - 2022

Due to School Clerk June 1

Contract # 52501

Elementary District Responsible for Reimbursing Contract	County	Legal Entity
High School or K-12 District Responsible for Reimbursing the Contract Fergus H S	Fergus	0259

Is this a contract shared between elementary and high school?

☐ Yes☒ No

Are you applying for isolation status?

☐ Yes☒ No

(If yes, please attach explanation)

Isolation: Section 20-10-142, MCA provides for increased reimbursement rates for special circumstances of residence. In order to receive increased rates, individual circumstances must be reviewed and approved by the trustees of the district, the county transportation committee, and the Office of Public Instruction. (10.7.116 ARM provides guidelines for such.)

Check here only if increased payment due to isolation has been approved

Initials

Elem District Approval	☐ Yes	☒ No	
HS District Approval	☐ Yes	☒ No	
County District Approval	☐ Yes	☒ No	

Parent or Guardian Name:

Keith Knerr

Physical Address (street address only).

Distance from Home to nearest school (one way)

EL 0.00 HS/K12 0.00

Distance from home to nearest bus stop, if any (one way)

EL 0.00 HS/K12 4.90

☐ Contract is for one-way only

Students in each grade level covered by this contract

	Pre-K	K	1-8	9-12
Total	Total	Total	Total	Total
Regular Trans	0.00	0.00	1.00	
Spec. Ed. Trans	0.00	0.00	0.00	0.00
Room & Board	0.00	0.00	0.00	
Coresponse	0.00	0.00	0.00	
Reg. Contingency	0.00	0.00	0.00	
Spec. Ed. Contin.	0.00	0.00	0.00	0.00

Student Name	School	Grade
Student Name	School	Grade
Student Name	School	Grade
Student Name	School	Grade

THIS CONTRACT IS FOR:

Grades K-12

☐ 1st Semester Only ☐ 2nd Semester Only ☐ Both

Prekindergarten

☐ 1st Semester Only ☐ 2nd Semester Only ☐ Both**PREKINDERGARTEN**

Prekindergarten child rides WITH other school age students also covered by this contract

To or from Bus Stop 0.00 times per day 0 days per week

To or from School 0 times per day 0 days per week

Prekindergarten child rides WITHOUT other school-age students

To or from Bus Stop 0 times per day 0 days per week

To or from School 0 times per day 0 days per week

DEADLINES:**PARENTS:** Due to School Clerk June 1**CLERKS:** Send original to County Supt by July 1, retain a for your files**REIMBURSEMENT RATES**
determined by 20-10-142, MCA

EL	HS
\$0.00	\$1.33

Agreement between parent (parent name) _____, and school district (district name) _____

County, hereinafter referred to as the District(s).

The parties agree as follows:

- The parent shall transport or provide transportation for the student(s) to and from the school or bus stop on the days when school is in session. The parent or guardian assures that a licensed and insured driver will transport the students. Mileage contracts are valid only when transportation for the distance reported on the contract actually occurs.
- In March and June, the District shall pay the parent the sum officially approved in the application upon certification by the teacher or principal of the school of the number of days the student(s) was transported for the past semester.
- The payment shall be computed on the basis of the schedule established in Section 20-10-142, MCA, and the information accompanying this contract.

I attest the above information is true and correct

Elementary School District

Chair, Board of Trustees

Date

High School district

Chair, Board of Trustees

Date

Fergus H S

Signature - Parent or Guardian

Date

Address, City, Zip Code

Phone Number

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

19

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2021-2022 SCHOOL YEAR

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

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2021-2022 School Year as listed below:

Substitute Teacher/Aide List:

Mary Buchanan
Maclaine Day
Natasha Mowdy

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2021-2022 School Year

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/11/2021

Agenda Item No.

20

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday October 11, 2021

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	RECOMMENDED BY	COMMENTS
PETERS, Elma	Food Service	Highland Park Elementary School	Accept Letter of Resignation	9/28/2021	Amie Friesen	Verbal/Text
RECOMMENDATIONS FOR ACTIVITIES AND ATHLETICS	EXTRA CURRICULAR ASSIGNMENTS	Jr. High School	Approve appointment on schedule as recommended	10/12/2021	Paul Bartos/Jeff Friesen	See Attached Memo
RHYNER, Misti	Special Education Paraprofessional	Garfield Elementary School	Increasing current contract from 7.5 hrs/day to 8 hrs/day	10/12/2021	Matt Lewis	Revised Contract
SAUNDERS, Benjamin	Special Education Paaprofessional	Fergus High School	Approve appointment on schedule - PARA EDUCATOR - Step 0 for up to 7.5 hours per day for up to 156 days	10/4/2021	Tim Majerus	Replacing Kameron Pearson

STUDENT ACTIVITY EXTRA-CURRICULAR CONTRACT CHANGES AND RECOMMENDATIONS

Junior High School

Jeff Friesen – Activities Co-Coordinator - .0525 - \$1,851.62

Tom Webb – Girls Basketball – First Assistant - .062 - \$2,186.68 (was previously Bridget Sparks)

Bridget Sparks – Girls Basketball - Assistant - .055 - \$1,939.80 (was previously Tom Webb)

Brendon DeCock – Wrestling – Head Coach - .065 - \$2,292.49

Wyatt Blyth – Wrestling – Assistant - .05 - \$1,763.45

Fergus High School

Nicole Wichman – Girls Basketball - Assistant - .090 - \$3,174.21

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 <i>Teachers Convention</i>	2.0
November 1-4	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>No school November 4th</i>	1.5
March 21-25	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>	.5
May 9	PIR Day	1.0
	Floating PIR Day	<u>1.0</u>
		8.0

HOLIDAYS & VACATIONS

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)