

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 Seventh Avenue South
Lewistown, Montana 59457

REGULAR BOARD MEETING

September 10, 2018

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

AGENDA CHANGES

3. Motion to Set Agenda

PRESENTATIONS AND RECOGNITION OF GUESTS

4. Recognition – Introduction of New Teachers
5. Recognition—Fergus High Softball
6. Recognition – Lewistown Sea Lions Swim Team
7. Recognition – Fergus High School Student Council Officers
8. Report—Student Representative
9. Report—LEA
10. Report—Committees of the Board
11. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

12. Report—Investment
13. Report—Superintendent

PUBLIC PARTICIPATION

14. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items

ACTION ITEMS

MINUTES

15. Minutes of the August 13, 2018, Regular Board Meeting

APPROVAL OF CLAIMS

16. Claims

INDIVIDUAL ITEMS

17. Approve Individual Transportation Contract for the Elementary District
18. Approve Out-Of-District Student Attendance Agreement Requests for Placement inside/outside of the Lewistown Public Schools
19. Approve Additions to the Substitute List for the 2018-2019 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

09/10/2018

Agenda Item No.

4

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

ITEM TITLE: RECOGNITION – INTRODUCTION OF NEW TEACHERS

Requested By: Board of Trustees Prepared By: Superintendent

SUMMARY:

School Board of Trustees are introduced to the new teachers at Lewistown Public Schools for the 2018-2019 School Year.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

5

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

ITEM TITLE: RECOGNITION – FERGUS HIGH SOFTBALL

Requested By: Board of Trustees Prepared By: Superintendent

SUMMARY:

The Fergus High Girls Softball team was awarded the MHSA Academic Team Excellence award for Spring sports. The team had an average GPA of 3.90 which was the best team GPA for any Spring sport in any classification.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

6

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

ITEM TITLE: RECOGNITION – LEWISTOWN SEA LIONS SWIM TEAM

Requested By: Board of Trustees Prepared By: Superintendent

SUMMARY:

We would like to recognize the Lewistown Sea Lions Swim Team who won the Divisional and took second in the State. The Sea Lions provide a program for kids from age 5 to 18.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

7

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

ITEM TITLE: RECOGNITION – FERGUS HIGH SCHOOL STUDENT COUNCIL OFFICERS

Requested By: Board of Trustees Prepared By: Superintendent

SUMMARY:

School Board of Trustees are introduced to the Fergus High School Student Council Officers for the 2018-2019 School Year.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

8

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Tanner Trafton

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 Estimated cost/fund source _____

NOTES:

FHS Club Report

9/10/18

*There was a club fair at the high school on Wednesday for freshman and other upper class men to learn about and sign up to join clubs.

1. BPA: N/A
2. FCCLA: had their first meeting Wednesday at lunch.
3. FFA: has their annual BBQ Tuesday night.
4. HOW Club: N/A
5. YPR Club: N/A
6. Key Club: elected new officers and will begin to meet soon.
7. Book Club: N/A
8. Art Club: N/A
9. Outdoors Club: N/A
10. Spanish Club: N/A
11. Science Olympiad: N/A
12. Robotics: N/A
13. Graduation Matters: N/A
14. National Honor Society: Will be working at the Chokecherry Run for the festival.
15. F Club: N/A
16. Speech and Drama: N/A
17. Student Council:
 - Tanner Trafton - Student Body President
 - Grady Gilpatrick - Student Body Vice President
 - Megan Honeycutt - Student Body Secretary
 - Ashley Brand - Student Body Treasurer

 - Caleb Russell - Senior Class President
 - Jacob Clinton - Senior Class Vice President
 - Madison Kucera - Senior Class Secretary
 - Anna Zimmer - Senior Class Treasurer

 - Collin Comes - Junior Class President
 - Alana Chalmers - Junior Class Vice President
 - Libbey Jenness - Junior Class Secretary
 - Macy Mangold - Junior Class Treasurer
 - Shelby Long - Student Body Representative
 - Sam Fulbright - Student Body Representative

 - June LePage - Sophomore Class President
 - Sean Kunau - Sophomore Class Vice President
 - Madi Affolder - Sophomore Class Secretary
 - Carson Lewis - Sophomore Class Treasurer

 - Tavius Seaford - Freshman Class President
 - Morgan Pierce - Freshman Class Vice President
 - Malorie Woolett - Freshman Class Secretary
 - Payson Jensen - Freshman Class Treasurer
 - Nolan Fry - Student Body Representative

18. Central Montana Youth Mentoring: N/A
19. Astronomy Club: N/A
20. Youth Alive: N/A
21. Ducks Unlimited: N/A
22. Skills USA: N/A
23. Gay-Straight Alliance: N/A
24. Model UN: N/A
25. Film Club: N/A
26. Tech Club: N/A

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

9

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

09/10/2018

Agenda Item No.

10

- 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 2018-2019 School Year.

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

**STANDING COMMITTEES OF THE BOARD
2018-2019 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Phil Koterba	Jeff Southworth	Jennifer Thompson	Stephen Vantassel	Monte Weeden
Building & Grounds	3	X		X				X
Insurance Risk Committee	2		X			X		
Transportation	3		X		X			X

**OTHER COMMITTEES WITH BOARD REPRESENTATION
2018-2019 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Phil Koterba	Jeff Southworth	Jennifer Thompson	Stephen Vantassel	Monte Weeden
Activities	2	X			X			
Curriculum Committees:								
Fine Arts, Library, Technology, Guidance, Health Enhancement	2		X			X		
Health Insurance Program	2			X		X		
School Calendar	1	X						
Vocational Advisory Council	1						X	
Gaining	3		X			X	X	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

11

- 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:** _____

SUMMARY:

Time is provided on the agenda for the Board to discuss calendar items, concerns, correspondence, future agenda items, and comments for the good of the district.

SUGGESTED ACTION:

 Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

12

- 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 amounts were not available at the time of posting the agenda.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

Agenda Item No.

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

ITEM TITLE: Report---Superintendent

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

SUMMARY:

Time is provided on the agenda for the Superintendent to discuss with the Board any calendar items, concerns, correspondence, future agenda items, and announcements.

- ❖ First Day Enrollment – K-6 = 667 (-5), 7-8 =189 (+10) and 9-12 = 342 (+5)TOTAL = 1198
- ❖ RFQ document
- ❖ Handbooks
- ❖ Board Tours – Set Date
- ❖ College/Career Fair – September 19, 2018
- ❖ MCEL—October 18-19, 2018—Missoula at the Hilton Garden Inn– Please let Thom know your plans by Friday, September 21, 2018
- ❖ Out of District Students – 52 Total, Only 4 at FHS
- ❖ Homecoming Week—September 17 – September 22, 2018
 - All School Pep Assembly--Friday, September 21, 2018--10:00 a.m.
 - Fergus Parade—Friday, September 21, 2018— 1:30 p.m.
- ❖ GO—Central A Divisional Meet—Friday, September 21, 2018—Laurel
- ❖ Picture Day Schedule:

Tuesday	September 13, 2018	Highland Park Elementary
Wednesday	September 11, 2018	Garfield Elementary
Thursday	September 12, 2018	Lewis & Clark Elementary
Tuesday	September 19, 2018	Lewistown Junior High
Monday	September 24, 2018??	Fergus High School
- ❖ GO—State Class A Tournament—September 28-29 - Hamilton
- ❖ Home Athletic Games/Meets:
 - Sept. 13 – Golf @ Billings Central Inv.
 - Sept. 14 - FB @ Custer Co. 3:30/7 pm
 - Sept. 14 – JHXC & XC – Fergus Invitational
 - Sept. 14 – Golf @ Laurel
 - Sept. 14 – VB @ Belgrade 4:15 pm
 - Sept. 15 – JV Golf @ Hardin
 - Sept. 15 – VB @ Laurel – 1 pm
 - Sept. 15 – JHVB @ Laurel Jamboree
 - Sept. 17 – JV Golf @ Park
 - Sept. 17 – JVFB v. Havre 4 pm
- ❖ “Did Ya Know” and “Coffee with Superintendent” T-shirt giveaways at games
- ❖ 20 Day Plans
- ❖ Ministerial Breakfast
- ❖ Curriculum and Professional Development Approach

SUGGESTED ACTION: Informational

Additional Information Attached

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

14

- 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 on non-agenda items.

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

15

- 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 August 13, 2018, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 7th Avenue South
Lewistown, Montana 59457

MONDAY, August 13, 2018

REGULAR BOARD MEETING

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

1. ROLL CALL
TRUSTEES PRESENT:
CJ Bailey, Jennifer Thompson, Monte Weeden, Phil Koterba, Stephen Vantassel
TRUSTEES ABSENT:
Kris Birdwell, Jeff Southworth
STAFF PRESENT:
Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades, Jill Reed—LEA Vice President, Randy Barber, Bobbie Atchison
OTHERS PRESENT:
Joe Zahler—KXLO Radio and other interested parties.
2. PLEDGE OF ALLEGIANCE
The group recited the Pledge of Allegiance.
3. MOTION TO SET THE AGENDA – Approved Unanimously (Bailey/Thompson)
4. REPORT—COMMITTEES OF THE BOARD
The Building and Grounds Committee will be meeting on Friday, August 24, 2018 at 7:00am.
5. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.
 - Memorandum of Understanding with Central Montana Medical Center for EMT Training Course taught at Fergus High School.
 - Request for Qualifications (RFQ) will be sent to 8 architects.
 - Football Handbook was shared with the Board.
6. REPORT—INVESTMENT
Interest earned and distributed for July 2018 was reported with \$4,560.46 in the elementary funds and \$3,497.71 in the high school funds for a total of \$8,058.17.
7. REPORT—SUPERINTENDENT
Thom Peck, Superintendent, updated the Board on staffing throughout the District. There will be various training sessions for staff taking place prior to the first day of school, including Substitutes. There will be no student teachers in the Fall semester. Mr. Peck shared the various dates and taking place throughout the District. MCEL will be taking place in October, so Mr. Peck will need to know plans by September 24, 2018. Lewistown Public Schools will be attending MT-PEC Governance Summit throughout 2018-19. Mr. Peck updated the Board on Activities and shared fun facts about the District. The District will now be using a mobile app to communicate with Staff and Parents. Mr.

Peck had Randy Barber update the Board on Maintenance Projects throughout the District.

PUBLIC PARTICIPATION

8. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

There was no public participation.

ACTION ITEMS

MINUTES

9. MINUTES OF THE JULY 9, 2018, REGULAR BOARD MEETING – approved unanimously (Thompson/Weeden).

APPROVAL OF CLAIMS

10. CLAIMS – the claims referenced in the 2017-2018 Bill Schedule and submitted through August 10, 2018, were approved unanimously (Thompson/Bailey). The Finance Committee for July-September 2018 will be Board Chair Phil Koterba, Kris Birdwell, Jennifer Thompson, and Stephen Vantassel.

Trustee Weeden was excused at 6:47pm.

INDIVIDUAL ITEMS

11. APPROVE LEWISTOWN PUBLIC SCHOOLS 2017-2018 ANNUAL REPORT – approved unanimously (Bailey/Thompson).
12. APPROVE ELEMENTARY TRUSTEES’ FINANCIAL SUMMARY FOR THE 2017-2018 FISCAL YEAR – approved unanimously (Bailey/Thompson)
13. APPROVE HIGH SCHOOL TRUSTEES’ FINANCIAL SUMMARY FOR THE 2017-2018 FISCAL YEAR – approved unanimously (Thompson/Vantassel)
14. APPROVE ELEMENTARY BUDGET FOR THE 2018-2019 FISCAL YEAR – approved unanimously (Bailey/Thompson)
15. APPROVE HIGH SCHOOL BUDGET FOR THE 2018-2019 FISCAL YEAR – approved unanimously (Bailey/Thompson)
16. APPROVE DISPOSAL/DESTRUCTION OF DOCUMENTS PER THE STATE RECORD RETENTION SCHEDULE – approved unanimously (Thompson/Bailey)
17. APPROVE CHANGES FOR THE 2018-2019 STUDENT HANDBOOKS – approved unanimously (Bailey/Thompson).
18. APPROVE IDEA PART B FEDERAL FLOW-THROUGH APPLICATION TO CMLRCC FOR SPECIAL EDUCATION EXPENSES – approved unanimously (Thompson/Bailey).
19. APPROVE MEMORANDUM OF UNDERSTANDING WITH CITY OF LEWISTOWN FOR SCHOOL RESOURCE OFFICER SERVICES – approved unanimously (Bailey/Thompson).
20. APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUEST FOR PLACEMENT OUTSIDE/INSIDE OF LEWISTOWN PUBLIC SCHOOLS – approved unanimously (Bailey/Thompson).
21. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2018-2019 SCHOOL YEAR – approved unanimously (Thompson/Bailey).
22. APPROVE PERSONNEL REPORT – See Exhibit A – approved unanimously (Thompson/Bailey).

ADJOURNMENT

The meeting was adjourned at 8:07p.m. (Thompson). The next regular meeting will be held at 6:00 p.m. on Monday, September 10, 2018, at the Lincoln Board Room.

PHILIP KOTERBA
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

EXHIBIT 'A'
LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

Monday August 13, 2018

<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>
Armstrong, Chad	Driver Education Instructor	Fergus High School	Approve appointment at \$25.00 per hour as needed for behind-the-wheel driving instruction	August 23, 2018 -- May 31, 2019	Thom Peck	Chad will be teaching in the classroom and assisting in the behind-the-wheel driving instruction
Arntzen, Amber	Paraprofessional	Lewis & Clark	Approve appointment on schedule--Para Certified Step 0 for up to 7.5 hours per day for 186 days	8/13/2018	Danny Wirtzberger	Replacing Amanda Schrauth
Cripps, Kenton	Industrial Arts Teacher	Fergus High School	Approve appointment on schedule-BA Step 4 (Actual Step 0) 1.0 FTE	8/13/2018	Tim Majerus	Replacing Tim Tarplee
Fry, Jason	Maintenance Director	Lincoln	Approve appointment as per recommendation - \$48,653.83 for the remainder of the 2018-2019 Fiscal Year (230 days) based on \$55,000.00 per year salary	8/13/2018	Thom Peck	Replacing Randy Barber
Gobble, Cassi	Substitute Special Education Summer School Teacher	CMLRCC	Approve appointment at \$17.50/hour up to 42 hours	August 6-17, 2018	Chris Rice	See attached memo
Henson, Sarah	Substitute Special Education Summer School Teacher	CMLRCC	Approve appointment at \$17.50/hour up to 70 hours	August 6-17, 2018	Chris Rice	See attached memo
Horntvedt, Amber	Paraprofessional	Garfield	Approve appointment on schedule -Certified Para Step 0 for up to 7.5 hours per day for 186 days	8/13/2018	Matt Lewis	New Position
Olson, Leah	Substitute Special Education Summer School Teacher	CMLRCC	Approve appointment at \$17.50/hour up to 70 hours	August 6-17, 2018	Chris Rice	See attached memo
Peck, Angela	Paraprofessional	Junior High School	Approve appointment on schedule--Para Certified Step 0 for up to 7.5 hours per day for 186 days	8/13/2018	Scott Dubbs	Replacing April Matovich
Phillips, Jenaye	Paraprofessional	Garfield	Approve appointment on schedule--Para Certified Step 0 for up to 7.5 hours per day for 186 days	8/13/2018	Matt Lewis	New Position

**EXHIBIT 'A' CONTINUED
LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday August 13, 2018

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	RECOMMENDED BY	COMMENTS
RECOMMENDATIONS FOR ACTIVITIES AND ATHLETICS	EXTRA CURRICULAR ASSIGNMENTS	Lewistown Jr. High	Approve appointment on schedule as recommended	7/10/2018	Jim Daniels/Tim Majerus	See attached list
RECOMMENDATIONS FOR ACTIVITIES AND ATHLETICS	EXTRA CURRICULAR ASSIGNMENTS	Fergus High School	Approve appointment on schedule as recommended	7/10/2018	Jim Daniels/Tim Majerus	See attached list
RECOMMENDATIONS FOR EXTRA-DUTY CONTRACTS	Bus Drivers	Lewistown Public Schools	Approve appointment on schedule as recommended	8/13/2018	Steve Klippenes/Rob Odermann	See attached list
Rhyner, Misti	Paraprofessional	Garfield	Approve appointment on schedule--Para Certified Step 0 for up to 7.5 hours per day for 186 days	8/13/2018	Matt Lewis	New Position
Shelagowski, Brett	Driver Education Instructor	Fergus High School	Approve appointment at \$25.00 per hour as needed for behind- the-wheel driving instruction	August 23, 2018 - May 31, 2019	Thom Peck	Brett will be assisting in the behind-the-wheel driving instruction
Snyder, Suwaphit	Second Baker	Central Kitchen	Approve appointment on schedule -Second Baker Step 0 for up to 4 hours her day for 193 days	8/20/2018	Amie Friesen	
Uhler, Caleb	Volunteer Football Coach	Junior High School		8/20/2018	Scott Dubbs	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

16

- 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 September 7, 2018, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2017 include: Board Chair Phil Koterba, CJ Bailey, Stephen Vantassel, and Jennifer Thompson.

****Need to select new Finance Committee members for October-December 2018.**

SUGGESTED ACTION: Approve Claims as Presented

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

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

17

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

ITEM TITLE: APPROVE INDIVIDUAL TRANSPORTATION CONTRACT FOR THE ELEMENTARY 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:

Zelda Boogman

SUGGESTED ACTION: Approve Individual Transportation Contract for the Elementary District

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

NOTES:

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



INDIVIDUAL TRANSPORTATION CONTRACT

TR-4 (03/2018)

School Year 2018 - 2019

Due to School Clerk June 1

Contract # 45648

Elementary District Responsible for Reimbursing Contract Lewistown Elem	County Fergus	Legal Entity 0258
High School or K-12 District Responsible for Reimbursing the Contract	County	Legal Entity

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	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____
HS District Approval	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____
County District Approval	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	_____

Parent or Guardian Name:

Zelda Boogman

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 4.70 HS/K12 0.00

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
Regular Trans		0.00	1.00	0.00
Spec. Ed. Trans	0.00	0.00	0.00	0.00
Room & Board		0.00	0.00	0.00
Corespondence		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

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
\$1.19	\$0.00

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 Lewistown Elem	Chair, Board of Trustees	Date
High School district	Chair, Board of Trustees	Date
Signature - Parent or Guardian		Date
Address, City, Zip Code		Phone Number

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

Agenda Item No.

18

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

ITEM TITLE: APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUEST FOR PLACEMENT OUTSIDE/INSIDE OF LEWISTOWN PUBLIC SCHOOLS

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

SUMMARY:

The Board of Trustees needs to approve the below request for out-of-district and inside-of-district student attendance.

SUGGESTED ACTION: Approve Out-of-District Student Attendance Agreement Request for Placement Outside/Inside of Lewistown Public Schools

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

OUT OF DISTRICT STUDENTS 2018-2019

student.lastName	student.grade	District of Residence	District of Choice
Student #1	6	Winifred	Lewistown Elementary
Student #2	1	Winifred	Lewistown Elementary
Student #3	4	Winifred	Lewistown Elementary
Student #4	5	King	Lewistown Elementary
Student #5	1	King	Lewistown Elementary
Student #6	2	King	Lewistown Elementary
Student #7	6	Denton	Lewistown Elementary
Student #8	1	King	Lewistown Elementary
Student #9	4	King	Lewistown Elementary
Student #10	7	Grass Range	Lewistown Elementary
Student #11	2	Grass Range	Lewistown Elementary
Student #12	4	Grass Range	Lewistown Elementary
Student #13	7	Grass Range	Lewistown Elementary
Student #14	KF	Grass Range	Lewistown Elementary
Student #15	4	Grass Range	Lewistown Elementary
Student #16	4	Grass Range	Lewistown Elementary
Student #17	9	Denton	Fergus High School
Student #18	5	King	Lewistown Elementary
Student #19	7	King	Lewistown Elementary
Student #20	3	King	Lewistown Elementary
Student #21	1	King	Lewistown Elementary
Student #22	KF	King	Lewistown Elementary
Student #23	KF	Winifred	Lewistown Elementary
Student #24	1	Winifred	Lewistown Elementary
Student #25	7	King	Lewistown Elementary
Student #26	8	King	Lewistown Elementary
Student #27	4	King	Lewistown Elementary
Student #28	PK	King	Lewistown Elementary
Student #29	5	King	Lewistown Elementary
Student #30	4	Winifred	Lewistown Elementary

student.lastName	student.grade	District of Residence	District of Choice
Student #31	8	Moore	Lewistown Elementary
Student #32	6	King	Lewistown Elementary
Student #33	8	King	Lewistown Elementary
Student #34	1	King	Lewistown Elementary
Student #35	7	King	Lewistown Elementary
Student #36	5	King	Lewistown Elementary
Student #37	6	Moore	Lewistown Elementary
Student #38	PK	King	Lewistown Elementary
Student #39	11	Winifred	Fergus High School
Student #40	KF	King	Lewistown Elementary
Student #41	3	King	Lewistown Elementary
Student #42	8	Moore	Lewistown Elementary
Student #43	7	Grass Range	Lewistown Elementary
Student #44	4	Grass Range	Lewistown Elementary
Student #45	3	Grass Range	Lewistown Elementary
Student #46	6	Grass Range	Lewistown Elementary
Student #47	12	Moore	Fergus High School
Student #48	10	Moore	Fergus High School
Student #49	7	Moore	Lewistown Elementary
Student #50	3	King	Lewistown Elementary
Student #51	6	King	Lewistown Elementary

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

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 2018-2019 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 2018-2019 School Year as listed below *(All approved substitutes are approved pending the results of their background check):

Substitute Teacher/Aide List:

Miriam Campan
 Mariah Heitzman
 Gregory Mikat
 Timothy Painter
 Jacalyn Rickl
 Carmen Southard
 Jane Timpano

Substitute Bus Driver:

Michael Perrine

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2018-2019 School Year

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/10/2018

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:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday September 10, 2018

<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>
FOWLER, Laurie	Paraprofessional	Jr. High School	Approve appointment on schedule - PARA EDUCATOR - CERT Step 0 for up to 7.5 hours per day for up to 184 days	8/27/2018	Scott Dubbs/Amie Friesen	Replace Jennifer Tolzien
GERTGE, Jenny	Paraprofessional	Garfield School	Approve appointment on schedule - PARA EDUCATOR - CERT Step 0 for up to 7.5 hours per day for up to 186 days	8/20/2018	Matt Lewis	Replace Dawn Perkins
GILL, David	Paraprofessional	Fergus High School	Approve appointment on schedule - PARA EDUCATOR - CERT Step 0 for up to 7.5 hours per day for up to 186 days	8/20/2018	Tim Majerus	Replace Lora Poser-Brown
HECHT, Banner	Assistant Boy's Basketball Coach	Jr. High School	Approve appointment on schedule - (.055 x \$33,729.00) \$1,855.10	9/10/2018	Scott Dubbs	
HECHT, Banner	Volunteer Cross Country Coach	Fergus High School	Volunteer position; no contract	9/10/2018	Jim Daniels	
LAROWE, Clint	Volunteer Football Coach	Fergus High School	Volunteer position; no contract	9/10/2018	Jim Daniels	
MCRAE, Sandy	Paraprofessional	Garfield School	Approve appointment on schedule - PARA EDUCATOR - CERT Step 0 for up to 7.5 hours per day for up to 186 days	8/20/2018	Matt Lewis	New Position
NORSLIEN, Eric	Volunteer Football Coach	Fergus High School	Volunteer position; no contract	9/10/2018	Jim Daniels	
SNYDER, Suwaphit	Food Service	Central Kitchen	Approve appointment on schedule - SECOND COOK Step 0, 5 days per week for 8 hours per day for 186 days	9/4/2018	Amie Friesen	Revised Contract - Replace Laurie Fowler and Eileen Newman
STICKEL, Abigail	Custodian	Fergus High School	Accept Letter of Resignation	8/29/2018	Randy Barber/Jason Fry	See attached letter.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday September 10, 2018

<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>
WALKER, Deborah	Bus Driver	Transportation	Approve appointment on schedule - TRANSPORTATION Step 0 + 45 for up to 5 hours per day for up to 185 days	8/21/2018	Steve Klippenes	
DECOCK, Brendan	Assistant Wrestling Coach	Jr. High School	Approve appointment on schedule - (.050 x \$33,729.00) \$1,686.45	9/10/2018	Scott Dubbs	
ORTMAN, Karl	Elementary Music	Fergus High School	Approve appointment on schedule - (.010 x \$33,729.00) \$337.29	9/10/2018	Per CBA	
ORTMAN, Lauren	Elementary Music	Jr. High School	Approve appointment on schedule - (.010 x \$33,729.00) \$337.29	9/10/2018	Per CBA	
SCHWALLER, Rachael	Elementary Music	Garfield School	Approve appointment on schedule - (.050 x \$33,729.00) \$1,686.45	9/10/2018	Per CBA	
YAEGER, Allysa	Volunteer Volleyball Coach	Fergus High School	Volunteer position; no contract		Jim Daniels	
WALKER, Deborah	Activity Bus Driver/In-Town Driving/Fueling	Transportation	Approve extra duty assignmment at \$11.43 per hour.	9/10/2018	Steve Klippenes	

Abigail Sticker

8-29-2018

I am resigning from the custodial staff
at the School district.

8-29-2018

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.

LEWISTOWN PUBLIC SCHOOLS 2018-2019 SCHOOL CALENDAR

A. Pupil Instruction

First Semester	90 Days	Second Semester	89 Days
FIRST QUARTER		THIRD QUARTER	
First Week	Aug 23 -- Aug 24 2	First Week	Jan 21 -- Jan 25 5
Second Week	Aug 27 -- Aug 31 5	Second Week	Jan 28 -- Feb 1 5
Third Week	Sept 4 -- Sept 7 4	Third Week	Feb 4 -- Feb 8 5
Fourth Week	Sept 10 -- Sept 14 5	Fourth Week	Feb 11 -- Feb 15 5
Fifth Week	Sept 17 -- Sept 21 5	Fifth Week	Feb 18 -- Feb 21 4
Sixth Week	Sept 24 -- Sept 28 5	Sixth Week	Feb 25 -- Mar 1 5
Seventh Week	Oct 1 -- Oct 5 5	Seventh Week	Mar 4 -- Mar 8 5
Eighth Week	Oct 8 -- Oct 12 5	Eighth Week	Mar 11 -- Mar 15 5
Ninth Week	Oct 15 -- Oct 17 3	Ninth Week	Mar 18 -- Mar 22 5
Tenth Week	Oct 22 -- Oct 26 5		44
	44		
SECOND QUARTER		FOURTH QUARTER	
First Week	Oct 29 -- Nov 2 5	First Week	Mar 25 -- Mar 28 4
Second Week	Nov 5 -- Nov 7 3	Second Week	Apr 1 -- Apr 5 5
Third Week	Nov 12 -- Nov 16 5	Third Week	Apr 8 -- Apr 12 5
Fourth Week	Nov 19 -- Nov 20 2	Fourth Week	Apr 15 -- Apr 17 3
Fifth Week	Nov 26 -- Nov 30 5	Fifth Week	Apr 23 -- Apr 26 4
Sixth Week	Dec 3 -- Dec 7 5	Sixth Week	Apr 29 -- May 3 5
Seventh Week	Dec 10 -- Dec 14 5	Seventh Week	May 6 -- May 10 5
Eighth Week	Dec 17 -- Dec 21 5	Eighth Week	May 13 -- May 17 5
Ninth Week	Jan 3 -- Jan 4 2	Ninth Week	May 20 -- May 24 5
Tenth Week	Jan 7 -- Jan 11 5	Tenth Week	May 28 -- May 31 4
Eleventh Week	Jan 15 -- Jan 18 4		45
	46		
		Totals	
			179

B. Pupil Instruction Related Days (PIR) - (Teachers ONLY - No School for Students)

August 21-22	PIR	2.00
October 18-19	Staff Development Days - Teachers Convention	2.00
November 7-8	Parent Teacher Conferences <i>(Evening on Nov. 7 from 4:00-7:00 pm; All Day Nov. 8)</i>	1.50
January 14	PIR	1.00
March 26	Parent Teacher Conferences - Evening <u>ONLY</u> (Regular Day for Students)	0.50
1 Floating PIR		1.00
		8.00

C. Holidays / Vacations (Dates Inclusive)

September 3	Labor Day
October 18-19	Fall Vacation (Teachers - Convention)
November 9	Vacation Day
November 21-23	Thanksgiving Vacation
December 24 - January 2	Winter Break
January 14	PIR (Vacation day for Students)
February 22	Vacation Day
March 29	Vacation Day
April 18, 19 & 22	Spring Break
May 27	Memorial Day