

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457**

Monday, May 24, 2010

REGULAR BOARD MEETING

CALL TO ORDER (7:00 P.M.)

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Discussion—Facilities
4. Report—Committees of the Board
5. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

6. Report—Investment
7. Other Items

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

9. Minutes of the May 10, 2010, Regular Board Meeting

APPROVAL OF CLAIMS

10. Claims

CONSENT GROUP ITEMS

11. Approve Substitute(s)
12. Approve Lewistown Junior High School Activity Fund Report for April 2010

INDIVIDUAL ITEMS

13. Approve Personnel Report
14. Approve Issuing Contracts for Classified Staff
15. Approve Calling for School Food Service Milk Bids
16. Approve Resolution Calling for a Bond Election
17. Approve MHSA Membership and Related Payments
18. Approve Interlocal Agreement Between School District Number One and Central Montana Learning Resource Center Cooperative
19. Approve Interlocal Agreement Between High School District Number One and Central Montana Learning Resource Center Cooperative
20. Approve Revision to Fergus High School Student Handbook
21. Approve Addendum to the Collective Bargaining Agreement—Life and Disability Insurance
22. First Reading—Board Policy #4330P—Rental of School Facilities
23. First Reading—Board Policy #5331—Insurance Benefits for Employees
24. Approve Contracting with Fergus County Clerk & Recorder's Office to Act as Election Administrator for School Elections
25. Approve Audit Contract for FY10-FY12
26. Approve Extension of Grass Range Bus Route into the Lewistown School District
27. Approve Fergus County Investment Resolution
28. Approve Creating a Savings Account at First Bank of Montana
29. Approve Awarding Highland Park Elementary Asbestos Abatement Bid to Candidate Selected by the Bid Opening Committee
30. Approve Awarding Garfield Elementary Asbestos Abatement Bid to Candidate Selected by the Bid Opening Committee
31. Approve Awarding Lewis & Clark Elementary Asbestos Abatement Bid to Candidate Selected by the Bid Opening Committee

ADJOURNMENT

PUBLIC PARTICIPATION

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

- 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.
- 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.

CONSENT GROUP ITEMS

The action of adoption of the "Consent Group" as an official item on the agenda means that all items appearing under the title "Consent Group" shall be adopted by majority approval of a single motion, unless a member of the Board or the Superintendent requests that any particular item be removed from the "Consent Group" and voted on separately.

Generally "Consent Group" items are matters which members of the Board and Superintendent agree are routine in nature and should be acted upon in one motion to conserve time and permit focus on other than routine matters on the agenda.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

3

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

ITEM TITLE: DISCUSSION—FACILITIES

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The Board of Trustees would like to continue the discussion on facilities.

SUGGESTED ACTION: Informational

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

From: Bridget Ekstrom
Sent: Tuesday, April 13, 2010 1:20 PM
To: Mike Waterman
Subject: RE: Lewistown Elem Impact Statement 4-1-10 (2).xls

Hi Mike - below are a few ideas (see also the article enclosed):

1. Have someone put together a 'talking points' summary so all Board Members and Administration are providing the public the same information.
2. Have an organized group of parents work on the 'vote yes' information.
3. Put together factual information on the Project/Bond that can be distributed to voters - especially your target market (parents/teachers/staff). *I have some samples of some brochures that I will send you next - often the architect will help.*
4. Make sure the target market (parents/teachers/staff) are registered to vote and vote on the bond issue.
5. Have the architect create a traveling exhibit showcasing the project that can be used at school activities when the kids are back to school in the fall.
6. Make sure marketing for the project is complete or mostly complete by the time the ballots are distributed.
7. Have members of the Board and administration attend civic and other community group meetings in advance to get the word out before inaccuracies are spread through the community.
8. Focus on the fact that Lewistown is very fortunate to have this unique 0% interest opportunity as there were only 10 schools districts of the 400 or so districts in Montana that have been allocated this special bond opportunity.

Generally, if there is a clearly explained need for the 6-8 building and the Board is able to communicate that they have kept costs at a minimum (it is not the Taj Mahal of middle schools), then now is the time to proceed because of (i) low/no interest costs, (ii) currently low construction costs and (iii) offsets to tax levies during the term of the Bonds due to the special ability to utilize investment earnings for QSCBs.



How to Get Your Bond Passed

Here's some expert advice to consider when a ballot initiative is on your district's horizon

By Carl Vogel
April 2006

Few mornings are as nerve-wracking at district headquarters than an election day when a bond measure is on the ballot. By the time the sun goes down, you learn whether or not your schools will have the resources to tackle some of the district's most pressing needs. Millions in some extraordinary cases, billions of dollars are at stake.

You can increase your odds of winning by paying attention to some relatively simple rules. Every district is unique; even experts that have worked on dozens of campaigns can't offer a set of phrases that make every voter nod approvingly or a list of projects that always garner support. But if you follow the six steps below, you have a much better chance to be celebrating when the polls are closed.

1. LAY THE GROUNDWORK NOW

When a bond issues flounders, it's often because too many voters went to the polls with a poor opinion of the school district, anything from lagging test scores to an old argument between two board members that played out in the press. Come Election Day, you want people thinking about how the money will improve student's education, and not nursing some grudge. By reaching out before the bond is even on the ballot, you can create invaluable goodwill.

In the Everett (Wash.) Public Schools District, director of communications Gay Campbell mails letters to about 100 homes near every elementary and middle school in the district. Hand addressed and signed by each principal, the letters keep neighbors who don't have school-age children informed about school news, especially anything that might be disruptive, like new bus routes. "The whole tone of the letters is, 'We want to be good neighbors,'" she says. "We select people who we think will help with word of mouth. We want to build a relationship with them, so they'll trust us to be able to spend their money wisely."

2. BUILD THE BALLOT

Preparation is even more important when the time comes to write the bond measure itself. Every district has a list of top priorities, but those don't necessarily correspond to what the electorate is willing to pay for. Run some polls and find out what items are appealing enough to provide enough yes votes to win. If insisting on spending money for a new laptop for every high school student will cause the district to lose the bond, drop it.

"We do a lot of polling early on and get a sense of what voters want to support. You've got to sprinkle some sugar on the bran. We're sure we fund what we need, with a mix of things we can highlight," says Glenn Gritzner, who was special assistant to the superintendent in the Los Angeles Unified School District through three bond issues in the last four years that totaled more than \$10 billion.

You may even find that the votes just aren't out there to pass any ballot initiative right now. While disappointing, it's better to know beforehand and hold off than to gear up and suffer a dispiriting defeat. "Maybe you come back in six months or a year, instead," says Campbell, who has consulted on nearly 20 ballot initiatives for districts around the Pacific Northwest. "Why spend the time and money now? Why train the voters to think you can't win?"

3. MOTIVATE YOUR FRIENDS, IGNORE YOUR ENEMIES

The conventional wisdom on school bond issues is that most people know how they feel about more money for schools before they've even heard the details and it's very hard to change their minds. Under these circumstances, your best strategy is to work to motivate the "yes" voters to get to the polls, and don't spend much time, money or effort to try to convince "no" voters to reconsider. In the parlance of the 2004 election, the name of the game is to get out your base. Even if polling tells you that it's worthwhile, or necessary, to try to convince some people on the fence, the typical formula is: Hold your own with the persuasion voters, do well with the "yes" turnout vote and you'll win the measure.

Sophisticated surveys can tell you with some certainty the demographics and location of your supporters. Then try to connect with them three or four times before the election with tightly targeted appeals that are seen by your supporters and your supporters only, like postcards or events in particular neighborhoods. In this kind of campaign, broad appeals like ads in the local paper and gimmicks such as high school cheerleaders standing downtown with signs during rush hour are usually a bad idea. They're unlikely to change anyone's mind and because they're witnessed by everyone, your work is as likely to remind the "no" voters to get out to vote as your supporters.

4. CREATE A STRONG INSIDE/OUTSIDE TEAM

For almost every state, school districts aren't allowed to spend resources and that includes employees' time on lobbying to pass a ballot. So you need a citizens committee to print and distribute flyers and postcards, organize meetings, speak to reporters, buy any ads, etc. Choosing your citizens committee can be a crucial step. Along with obvious supporters such as construction firms and affected labor unions, aim for bringing in high-profile endorsements.

"The more community leaders you can put on your side, the better: realtor's association, the chamber of commerce, ministerial association. You've got to get people in the community who are trusted to support you," says Larry Molacek, superintendent of the South Tama County Community School District in Tama, Iowa, which passed a \$9 million construction bond issue on the second try, after organized opposition torpedoed the first attempt with attacks on the honesty and competence of his administration.

The district staff can still play an important role, though. The district can provide the basic facts on what the ballot initiative will accomplish, allowing you to print up materials that lay out what your polling has shown are attractive goals.

Staff can spend time and resources internally, explaining to all district employees what the measure will accomplish (and having the unified support and clear communications with all your faculty and administrators is very important). Staff can even go out and speak at rallies, go door-to-door and coordinate activities with the citizens committee as long as it's on their own time. Just be sure to talk with your legal counsel and draw a "bright line" between voluntary activities and district ones.

5. WRITE CLEAR, SIMPLE MESSAGES THAT RESONATE

Although much of your work will likely center around bringing out voters who already are willing to vote yes, messaging is still important. You don't have to be too clever the big text in a citizens committee mailing is often simply a variation on "Don't forget to vote to support kids' education on Nov. 3" but after that, highlight with a few bullets what that money will do. With the results from the surveys, you should have a very good idea of what local yes voters think are good uses of the money.

In LA, Gritzner says, popular funding goals included early education, charter schools and school repairs: "Repair, we found, is always more important to our voters than new construction. After all, they can't just move to a new house when their old one has problems. But when we explain that new schools are to 'relieve overcrowding,' then they kind of get it."

6. KNOW EVERYTHING ABOUT YOUR PROJECT

Even if you think you've got sufficient support locked up, be ready to answer any questions that might come up. Brad Paulsen, director of educational services at Wight & Company, an architectural and construction firm based in Darien, Ill., which has worked with more than 30 school districts on bond issues over the last few decades, says voters want to know more than ever before. His firm helps provide its clients with floor plans, step-by-step explanations of renovation work, detailed budget breakdowns even computer-generated, 3-D "fly-around" imaging of what a new building will look like.

"They want to see where the school will be located, where the field house will be, the overall project budget," Paulsen says. "Some consultants say that can be too much information, that you lose votes because some people see an artist's rendering and don't like red brick, for example. But in my opinion, that factor is trumped by the people in the district who want to see exactly what they're getting for their higher taxes. The credibility that you project with your knowledge and the people who are on board give the community great comfort that the district will spend this money wisely."

Carl Vogel is a Chicago-based writer.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

4

- 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 **Date:** 05/24/2010

SUMMARY:

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

Attached is the Standing Committees of the Board for the 2009-2010 School Year. The Trustees need to sign up for committees for the 2010-2011 School Year.

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**STANDING COMMITTEES OF THE BOARD
2009-2010 School Year**

Committee	Number on Comm.	Jeremy Bristol	Dave Byerly	Jennifer Granot	Becky Jackson	Stan Monger	Mary Schelle	Monte Weeden
Building & Grounds	3	X			X	X		
Insurance Risk Committee	2		X				X	
Transportation	3	X			X			X

**OTHER COMMITTEES WITH BOARD REPRESENTATION
2009-2010 School Year**

Committee	Number on Comm.	Jeremy Bristol	Dave Byerly	Jennifer Granot	Becky Jackson	Stan Monger	Mary Schelle	Monte Weeden
Activities	2						X	X
Curriculum Committees: Social Studies	1			X				
Health Insurance Program	2		X				X	
Land Use	1	X						
M.O.S.T.	2		X	X				
Vocational Advisory Council	1				X			

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

5

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

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

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 05/24/2010

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:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

6

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

Attached is the report on the interest earned and distributed for April 2010.

The first column of the report reflects the cash balance in various funds as of April 1, 2010.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

INVESTMENT INCOME DISTRIBUTION REPORT
SCHOOL DISTRICT NO.1, FERGUS COUNTY
 April 30, 2010

Following is a distribution report of the income from the investment of school funds for the current reporting period.
 Distribution is prorated on the cash balance of each fund at the beginning of the period.

REPORTING PERIOD: 4/1/2010 - 4/30/2010
ELEM INVESTMENT INCOME: \$1,586.07
HS INVESTMENT INCOME: \$764.16

FUND	CASH BALANCE	%	CURRENT INTEREST	YTD INTEREST
ELEMENTARY DISTRICT:				
101 GENERAL	501,562.95	10.43%	165.45	6,856.74
110 TRANSPORTATION	360,746.11	7.50%	119.00	3,358.23
111 BUS DEPRECIATION	888,055.59	18.47%	292.93	8,159.05
112 FOOD SERVICE	192,148.20	4.00%	63.38	1,422.95
113 TUITION	0.00	0.00%	0.00	0.00
114 RETIREMENT	589,841.45	12.27%	194.56	6,051.53
120 RENTAL	15,032.90	0.31%	4.96	74.19
121 COMPENSATED ABSENCES	50,444.31	1.05%	16.64	464.03
124 METAL MINES	83,770.13	1.74%	27.63	770.59
128 TECHNOLOGY	73,641.73	1.53%	24.29	665.20
129 FLEXIBILITY	70,387.13	1.46%	23.22	620.13
150 DEBT SERVICE	58,678.13	1.22%	19.36	352.76
160 BUILDING	1,552,000.85	32.28%	511.94	14,816.81
161 BUILDING RESERVE	332,727.03	6.92%	109.75	2,889.53
184 STUDENT ACTIVITIES	39,296.64	0.82%	12.96	343.30
ELEMENTARY TOTAL	4,808,333.15	100.00%	1,586.07	46,845.04
HIGH SCHOOL DISTRICT:				
201 GENERAL	383,346.06	15.19%	116.10	4,348.93
210 TRANSPORTATION	238,755.02	9.46%	72.32	2,053.33
211 BUS DEPRECIATION	474,896.22	18.82%	143.84	4,072.02
213 TUITION	214.04	0.01%	0.06	1.15
214 RETIREMENT	264,111.73	10.47%	80.00	2,717.07
217 ADULT EDUCATION	19,562.06	0.78%	5.93	236.85
218 DRIVERS EDUCATION	21,355.82	0.85%	6.47	238.27
220 RENTAL	8,980.54	0.36%	2.72	95.56
221 COMPENSATED ABSENCES	24,818.65	0.98%	7.52	213.17
224 METAL MINES	160,306.48	6.35%	48.55	1,376.82
228 TECHNOLOGY	70,281.48	2.79%	21.29	585.17
229 FLEXIBILITY	69,564.13	2.76%	21.07	562.84
260 BUILDING	64,486.12	2.56%	19.53	553.86
261 BUILDING RESERVE	466,828.80	18.50%	141.39	3,851.53
281 ENDOWMENT FUNDS	89,058.84	3.53%	26.97	752.64
282 INTERLOCAL AGREEMENT	113,637.26	4.50%	34.42	1,306.40
284 STUDENT ACTIVITIES	52,743.93	2.09%	15.98	475.10
HIGH SCHOOL TOTALS	2,522,947.18	100.00%	764.16	23,440.71
GRAND TOTALS	7,331,280.33		2,350.23	70,285.75

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

7

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 05/24/2010

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.

- ❖ Staffing
- ❖ Blue-Gold Leadership Breakfast—Tuesday, May 25, 2010—6:45 a.m.—FHS Cafeteria
- ❖ FHS Academic Awards—Tuesday, May 25, 2010—7:30 p.m.—FCPA
- ❖ FHS Baccalaureate Exercises—Wednesday, May 26, 2010—7:30 p.m.—FCPA
- ❖ **FHS Commencement Exercises**—Sunday, May 30, 2010—2:00 p.m.—FHS Fieldhouse
 Rehearsal—Thursday, May 27, 2010—10:15 to 11:40 a.m.—FHS Fieldhouse
- ❖ State Tennis Tournament—May 27-29, 2010—Billings
- ❖ State Track Meet—May 28-29, 2010—Laurel
- ❖ **Summer Board Meeting Schedule—**

June 14, 2010	5:30 p.m.
June 28, 2010	5:30 p.m.
July 26, 2010	5:30 p.m.
August 9, 2010	5:30 p.m.
August 23, 2010	7:00 p.m.

SUGGESTED ACTION: Informational

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

8

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

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

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 05/24/2010

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:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

9

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

ITEM TITLE: MINUTES

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the May 10, 2010, 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
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457**

Monday, May 10, 2010

REGULAR BOARD MEETING

CALL TO ORDER (7:00 P.M.)

1. ROLL CALL

TRUSTEES PRESENT:

Becky Jackson, Mary Schelle, Jennifer Granot, Monte Weeden,
Lisa Pierce, Stan Monger (8:20 p.m.)

TRUSTEES ABSENT:

Chairman Dave Byerly, Jeremy Bristol

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/Clerk Mike Waterman,
Sandi Chamberlain, Andrea Payne, Karen Durbin, Linda Mitchell, John
Moffatt, Carolyn Shields, Sherry Hanley, Derree Kamp, Nancy Mattheis,
Bobbie Atchison, Paul Stengel

OTHERS PRESENT:

Fergus High School Family, Career, and Community Leaders of America
Members, Student Representative Taylor Machler, Joe Zahler-KXLO/KLCM
Radio, David Murray-Lewistown News-Argus, and other interested parties

Becky Jackson acted as Chairman.

2. PLEDGE OF ALLEGIANCE

Karen Durbin led the group in the Pledge of Allegiance.

BOARD OF TRUSTEES

3. RECOGNITION—FERGUS HIGH SCHOOL FCCLA

The Board recognized members of the Fergus High School Family, Career, and
Community Leaders of America for their accomplishments throughout the season
and at the state competition.

4. RECOGNITION—FERGUS HIGH SCHOOL SKILLSUSA TEAM

The Fergus High School SkillsUSA Team was not able to attend the meeting.

5. PRESENTATION—CLASSIFIED COUNCIL

Sherry Hanley was chosen as the Classified Staff Member of the Year.
Nominations are submitted by both certified and classified staff.

6. REPORT—STUDENT REPRESENTATIVE

Taylor Machler, student representative to the Board, reported on upcoming
activities at Fergus High School. Miss Machler thanked Superintendent Jason
Butcher, Mike Waterman, and the trustees for the opportunity to serve as the
student representative.

7. **DISCUSSION—FACILITIES**

Members of the Board continued discussion on facilities and reviewed the information that was received at the work/study session conducted on May 5, 2010. They asked that a resolution calling for an election be prepared and brought back for consideration at the next regular meeting which will be held on Monday, May 24, 2010.

8. **REPORT—COMMITTEES OF THE BOARD**

An update was given regarding the insurance plans that will be offered through Blue Cross and Blue Shield of Montana and the schedule for upcoming insurance meetings. As a part of this change, the Board will consider a proposal to increase the school district's contribution toward certified life and disability insurance.

9. **CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.**

No items were discussed.

SUPERINTENDENT'S REPORT

10. **OTHER ITEMS**

Superintendent Jason Butcher reported on some of the certified staff assignment changes. The school district is working toward incorporating driver's education into the curriculum at Fergus High School. The Board was also reminded of the summer schedule for Central Office which consists of four 10-hour workdays per week, Monday through Thursday.

PUBLIC PARTICIPATION

11. **RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD.**

Andrea Payne noted that the Lewistown Education Association hosted a calling party in support of the mill levy. It was well received by the community and another party is being planned for the upcoming building bond election.

ACTION ITEMS

INDIVIDUAL ITEMS

12. **CANVASS OF ELECTION RESULTS—SCHOOL DISTRICT NUMBER ONE LEVY (Granot/Weeden – unanimous).**

13. **CANVASS OF ELECTION RESULTS—TRUSTEES (Schelle/Granot – unanimous).**

MINUTES

14. Minutes of the Regular Board Meeting of April 26, 2010, were approved unanimously (Weeden/Schelle).

15. Minutes of the Board Work/Study Session of May 5, 2010, were approved unanimously (Weeden/Granot).

APPROVAL OF CLAIMS

16. The claims referenced in the 2009-10 Bill Schedule and submitted through May 6, 2010, were approved unanimously (Granot/Schelle).

CONSENT GROUP ITEMS – approved unanimously (Schelle/Granot).

17. **APPROVE SUBSTITUTE(S)**

Substitute Teachers/Assistants List: Thomas Balek, Denise Williams

Substitute Food Service List: LaVonne Wilson

INDIVIDUAL ITEMS

18. **APPROVE PERSONNEL REPORT – see Exhibit A (Granot/Weeden – unanimous).**

19. **APPROVE ISSUING CONTRACTS FOR CERTIFIED STAFF – see Exhibit B (Granot/Weeden – unanimous).**

20. **APPROVE ISSUING CONTRACTS FOR CERTIFIED AND CLASSIFIED ADMINISTRATORS – see Exhibit C (Schelle/Granot – unanimous).**

21. **APPROVE INVITATION TO BIDDERS FOR THE ASBESTOS ABATEMENT (Weeden/Granot – unanimous).**

Trustee Stan Monger arrived at the meeting.

22. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE STATE OF MONTANA AND THE LEWISTOWN PUBLIC SCHOOLS (Weeden/Pierce – unanimous).
23. APPROVE AGREEMENT BETWEEN SCHOOL DISTRICT NUMBER ONE AND THE CITY OF LEWISTOWN (Weeden/Granot – unanimous).
24. APPROVE EXTENDED LEAVE OF ABSENCE (Pierce/Monger – unanimous). Miranda Eike has requested leave following the completion of the standard 30-day maternity leave.
25. SECOND READING/ADOPTION—RESPONSE TO INTERVENTION BOARD POLICY - #2111 (Schelle/Granot – unanimous).

BOARD RE-ORGANIZATION

26. CALL FOR NOMINATIONS AND ELECTION OF CHAIRMAN. Stan Monger nominated Becky Jackson for Chairman, seconded by Monte Weeden. The motion passed unanimously.
27. CALL FOR NOMINATIONS AND ELECTION OF VICE-CHAIRMAN. Jennifer Granot nominated Stan Monger for Vice-Chairman, seconded by Monte Weeden. The motion passed unanimously.
28. APPOINTMENT OF THE DISTRICT CLERK. Lisa Pierce nominated Mike Waterman to serve as District Clerk. The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 8:35 p.m. The next regular meeting will be held on May 24, 2010, at 7:00 p.m. in the Lincoln Building Board Room (Weeden – unanimous).

BECKY JACKSON
BOARD CHAIRMAN

MIKE WATERMAN
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: May 10, 2010

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
THACKERAY, Brett	Foreign Language Teacher	Fergus High School	Approve appointment on schedule— BA Step 4 (Actual)	July 1, 2010	See attached hiring recommendation.
HODIK, Magdalen	Special Education Teacher	Garfield Elementary	Approve appointment on schedule— BA Step 4 (Actual Step 2)	July 1, 2010	See attached hiring recommendation.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

10

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** Sherry Martin **Date:** 05/24/2010

SUMMARY:

Approve claims paid through May 20, 2010, as approved by the Finance Committee.

SUGGESTED ACTION: Approve Claims as Presented

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

11 - 12

<u>Agenda Items</u>	<u>Additional Information</u>
<p>11. Approve Substitute(s)</p> <p>12. Approve Lewistown Junior High School Activity Fund Report for April 2010</p>	

SUGGESTED ACTION: No Items to Approve

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

11

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

ITEM TITLE: APPROVE SUBSTITUTE(S)

Requested By: Board of Trustees **Prepared By:** Sandi Chamberlain **Date:** 05/24/2010

SUMMARY:

The following individual(s) need Board approval in order to be placed on the:

Substitute Teacher/Aide List:

Alira Carpenter	B.S. Biology/Chemistry
Stella Wichman	Some College / Previous Employee

SUGGESTED ACTION: Approve Substitute(s)

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

12

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

ITEM TITLE: APPROVE LEWISTOWN JUNIOR HIGH SCHOOL ACTIVITY FUND REPORT FOR APRIL 2010

Requested By: Board of Trustees **Prepared By:** Christy Rogers **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the Lewistown Junior High School Activity Fund report for April 2010.

SUGGESTED ACTION: Approve Lewistown Junior High School Activity Fund Report(s) as Presented

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

From: 04/01/2010
To : 04/30/2010

General Ledger Report

From Account: 1
To Account: 190

Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000100 General Activities	1846.98	0.04	0.00	0.00	1847.02	0.00	1847.02
000105 Builder's Club	106.44	0.04	0.00	0.00	106.48	0.00	106.48
000115 Cheerleaders	1781.69	0.04	-150.00	0.00	1631.73	0.00	1631.73
000120 Consumer Tech	609.04	776.55	-481.68	0.00	903.91	0.00	903.91
000125 FACS	334.38	0.08	0.00	0.00	334.46	0.00	334.46
000130 BC,SC Store	1207.62	431.65	0.00	0.00	1639.27	0.00	1639.27
000135 Music	99.88	0.03	0.00	0.00	99.91	0.00	99.91
000140 Photo Club	2493.90	6.04	0.00	0.00	2499.94	0.00	2499.94
000145 H.E.L.P.S.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000150 Service Learning	337.63	0.04	0.00	0.00	337.67	0.00	337.67
000155 Ski Club	1602.12	0.04	0.00	0.00	1602.16	0.00	1602.16
000160 Student Council	1604.73	0.03	0.00	0.00	1604.76	0.00	1604.76
000180 NEWS	107.22	132.83	-132.80	0.00	107.25	0.00	107.25
000190 COMPUTER SERV LEARNING	129.21	0.03	0.00	0.00	129.24	0.00	129.24
Group Total	12260.84	1347.44	-764.48	0.00	12843.80	0.00	12843.80
Grand Total	12260.84	1347.44	-764.48	0.00	12843.80	0.00	12843.80

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: _____ Date: ___/___/___
Principal: _____ Date: ___/___/___

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

13

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees
Prepared By: Jason Butcher
Date: 05/24/2010

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
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: May 24, 2010

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
BEAUDRY, Darlene	PK Special Education Aide	Highland Park Elementary	Accept letter of resignation	June 30, 2010	See attached letter.
FEIST, Robert	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.00 per hour for up to 18 hours per week for up to 47 weeks	July 1, 2010	See attached memo.
REA, Mike	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.00 per hour for up to 18 hours per week for up to 47 weeks	July 1, 2010	See attached memo.
PERRY-WALKER, Paula	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.00 per hour for up to 15 hours per week for up to 47 weeks	July 1, 2010	See attached memo.
ARMSTRONG, Chad	Summer Session Driver Education Instructor	School District #1	Approve appointment at \$17.00 per hour for a total of \$2,754.00 for behind-the-wheel driving time	June 7-July 31, 2010	See attached memo.
RUTLEDGE, Robert	Summer Session Driver Education Instructor	School District #1	Approve appointment at \$17.00 per hour for a total of \$4,828.00 for classroom time and behind-the-wheel driving time	June 7-July 31, 2010	See attached memo.
SMITH, Debbie	School District Nurse	School District #1	Approve appointment at \$14.73 per hour for up to 6 hours to conduct vision screening for Driver Education students	June 7, 2010 July 6, 2010	See attached memo.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: May 24, 2010

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
RECOMMENDATIONS FOR EXTENDED SCHOOL YEAR (ESY) STAFF	Special Education Summer School Teachers	School District #1	Approve appointment on schedule as recommended on attachment	May 24, 2010	See attached memo.
RECOMMENDATIONS FOR SUMMER SCHOOL STAFF	Summer School Teachers	School District #1	Approve appointment on schedule as recommended on attachment	May 24, 2010	See attached memo.
SWINDELL, Krista	Elementary Teacher	Highland Park Elementary	Approve appointment on schedule—BA Step 4 (Actual Step 2)	July 1, 2010	See attached hiring recommendation.

May 3, 2010

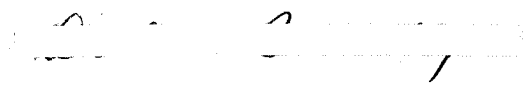
Jason Butcher, Supt.
Lewistown Public School
District Number One
215 7th Ave South
Lewistown, MT 59457

Dear Mr. Butcher:

Having served as a "Pre-School Special Education Aide" for School District Number One, for 16 years, I feel that I am ready to retire and spend more time with my family. I have really enjoyed working with the staff and children through the years. I take with me many wonderful memories of students I have worked with and seeing them progress through school on the way to becoming young adults.

Please convey to the Board of Education, my appreciation for all their support through the years.

Yours Sincerely,


Darlene Beaudry

Memorandum

To: Jason Butcher, Superintendent
Lewistown Board of Trustees

From: Diane Oldenburg, Director
Central Montana Education Center

Date: May 20, 2010

Re: Adult Basic Education

This is a request to renew the following Adult Basic Education instructor contracts for 2010-2011. Our Adult Basic and Literacy Education Grant covers service to six counties, including Musselshell County. The majority of our instructor's wages are provided by our State and Federal ABLÉ Grant dollars.

ABLE Grant Program Year: July 1, 2010 to June 30, 2011

Lewistown – Bob Feist and Mike Rea

18 hours/week x 47 weeks (closed in July) = 846 hrs x \$15/hr = \$12,690 per Contract

Roundup – Paula Perry-Walker (formerly Mentzer)

15 hours/week x 47 weeks (closed in July) = 705 hrs x \$15/hr = \$10,575 Contract Total

Thank you for your consideration of this request.

Memorandum

To: Jason Butcher, Superintendent
From: Diane Oldenburg, Driver Education Director
Date: May 20, 2010
Re: Summer Driver Education

I am requesting the Board of Trustees approval to hire Robert Rutledge and Chad Armstrong to instruct the Driver Education summer sessions for 2010. They have each received the appropriate Traffic Education Endorsement from the Office of Public Instruction to teach Driver Education.

Approximate dates of employment and approximate contract amounts:

Chad Armstrong	June 7-July 31, 2010	\$2,754.00 (BTW only)
Robert Rutledge	June 7-July 31, 2010	\$4,828.00 (Classroom and BTW)

The rate of pay will be \$17.00 per hour for classroom time and behind-the-wheel (BTW) driving time. Thank you for your consideration.



Memorandum

To: Jason Butcher, Superintendent
From: Diane Oldenburg, Driver Education Director
Date: May 20, 2010
Re: Summer Driver Education

I am requesting the Board of Trustees approval to hire Debbie Smith, the School District Nurse, to conduct vision screenings for the fifty-one Driver Education students enrolled in the June and July sessions. The approximate date of employment would be June 7 and July 6, 2010 for a maximum of 6 hours at her contracted rate of pay (\$14.73 per hour).

Thank you for your consideration.

Memorandum

To: Board of Trustees, Lewistown Public Schools
From: Jason Butcher, Superintendent
Date: May 20, 2010
Re: Summer School Contracts

The K- 8 Administrators would like to recommend the following individuals as summer school teachers at a rate of \$15.00 per hour for up to 60 hours. Summer school will run from June 14 – July 2, 2010.

Highland Park:

Susannah Eastman
Darcy McLendon
Lynne Prindle
Devney Welsh – Coordinator

Garfield:

Suzanne Gruna

Lewis & Clark:

Jeff Russell
Amanda Sebek

Junior High:

Val Frisbie
Kim Wiegert

Central Montana Learning Resource Center Cooperative

215 SEVENTH AVENUE SOUTH, LEWISTOWN, MONTANA 59457
OFFICE (406) 535-9012 FAX (406) 535-7455

MEMO

DT: May 20, 2010

TO: Lewistown Board of Trustees, Jason Butcher, Sandi Chamberlain

FR: Dale Lambert

RE: Extended School Year (ESY)

Recommendations for Special Education Extended School Year (ESY)

Name: Judy Fossum
Position: ESY Teacher
Population to be served: ESY Pre-K- 8th grade students
Dates: June 14 to July 2
Rate of Pay: \$15/hr.
Number of hours: up to 125 hours
Budget: ARRA funds

Name: Leslie Long
Position: ESY Teacher
Population to be served: ESY Pre-K- 8th grade students
Dates: June 14 to July 2
Rate of Pay: \$15/hr.
Number of hours: up to 125
Budget: ARRA funds

Name: Gretchen Conrad
Current Position: ESY aide
Population to be served: ESY Pre-K- 8th grade students
Dates: June 14 to July 2
Rate of Pay: \$15/hr.
Number of hours: up to 100
Budget: ARRA funds

Name: KC Schnitzmeier
Current Position: ESY aide
Population to be served: ESY Pre-K- 8th grade students
Dates: June 14 to July 2
Rate of Pay: \$15/hr.
Number of hours: up to 100
Budget: ARRA funds

Name: Jenifer Blazicevich
Current Position: ESY aide
Population to be served: ESY Pre-K- 8th grade students
Dates: June 14 to July 2
Rate of Pay: \$15/hr.
Number of hours: up to 100
Budget: ARRA funds

Name: Connie Bowen
Current Position: ESY aide
Population to be served: ESY Pre-K- 8th grade students
Dates: June 14 to July 2
Rate of Pay: \$15/hr.
Number of hours: up to 110
Budget: ARRA funds

Name: Tony Brown
Current Position: ESY aide
Population to be served: ESY Pre-K- 8th grade students
Dates: June 14 to July 2
Rate of Pay: \$15/hr.
Number of hours: up to 50 hours
Budget: ARRA funds

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

HIRING RECOMMENDATION

The selection committee has reviewed the candidate's application and related data. On the basis of their review they recommend:

Krista Swindell

For:

Job Title Elementary Teacher

Classification BA

Step 4

Work location Highland Park Elementary School

Date to begin work Fall 2010

Days per yr/Hrs per day 187 days per year

SELECTION COMMITTEE: Candice Dunn

Matt Lewis

Tim Majerus

Stan Monger

Germaine Stivers

Jamie Sura

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at their regular meeting on May 24, 2010.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

14

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

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR THE CLASSIFIED STAFF

Requested By: Board of Trustees
Prepared By: Jason Butcher
Date: 05/24/2010

SUMMARY:

The Board of Trustees needs to approve issuing contracts for the Classified Staff for the 2010-2011 School Year as listed on the attachment.

SUGGESTED ACTION: Approve Issuing Contracts for the Classified Staff

Additional Information Attached
Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

First	Last	Location	Location 2	Location 3	Assignment	Assignment 2	Assignment 3	Hours	Hours 2	Hours 3
BEN	BEAUDRY	BB			BUS DRIVER			5.00		
FRANK	BURNS	BB			BUS DRIVER			3.50		
JOAN	D'HOOGHE	BB			SP ED BUS AIDE			5.00		
GARY	DISTAD	BB			MECHANIC			8.00		
CATHY	GOLDSBOROUGH	BB			BUS DRIVER			5.00		
WAYNE	LELEK	BB			BUS DRIVER			6.00		
DAVE	MCCONNELL	BB			BUS DRIVER			4.50		
JEANETTE	MILLER	BB			SP ED BUS AIDE	SWEEPER		4.00	3.00	
TED	MURRAY	BB			BUS DRIVER			4.75		
ROBERT	ODERMANN	BB			BUS DRIVER			5.00		
JAMES	PEARSON	BB			BUS DRIVER			5.50		
KATHLEEN	SCHAEFFER	BB			BUS DRIVER			8.00		
PAUL	TUCEK	BB			MECHANIC			8.00		
DEBORAH	WALKER	BB			SWEEPER			8.00		
FRED	WOOD	BB			BUS DRIVER			5.00		
LAURIE	FOWLER	CK			SECOND COOK			7.00		
KIM	MARTIN	CK			FIRST BAKER			7.00		
EILEEN	NEWMAN	CK			KITCHEN AIDE			2.50		
DONNA	PAULSON	CK			SECOND COOK			7.00		
SHERRI	SEBEK	CK	JH		KITCHEN AIDE	FOOD SERVER/CASHIER		3.75	2.50	
DEBRA	WILLIAMS	CK			FIRST COOK			7.00		
REBECCA	BASZCZUK	CO	BB		DELIVERY VAN DRIVER	BUS DRIVER		6.00	2.00	
LLOYD	PRATHER	CO	CO		CUSTODIAN	CUSTODIAN		4.00	8.00	
ROBERTA	ATCHISON	CO			COMP SERVICES/PAYROLL			8.00		
RANDY	BARBER	CO			MAINTENANCE			8.00		
SANDRA	CHAMBERLAIN	CO			ADMINISTRATIVE SECRETARY			8.00		
DALE	FISK	CO			GROUNDSKEEPER			8.00		
CHRISTINE	GOBBLE	CO			RECEIVING/AP CLERK			4.00		
DAN	KONERT	CO			MAINTENANCE			8.00		
TODD	LARK	CO			TECH SUPPORT SPECIALIST			8.00		
SHERRY	MARTIN	CO			PURCHASING CLERK			8.00		
NANCY	MATTHEIS	CO			IMC TECHNICIAN			8.00		
LYNNE	WISE-KLIPPENES	CO			TECH SUPPORT SPECIALIST			8.00		
BARB	PHILLIPS	CMEC			COMM EDUC SECRETARY			7.00		
CONNIE	BOWEN	FH			RESOURCE			7.00		
MARY	BURNS	FH			RESOURCE			7.00		

First	Last	Location	Location 2	Location 3	Assignment	Assignment 2	Assignment 3	Hours	Hours 2	Hours 3
JAMES	BUSSEY	FH			CUSTODIAN			8.00		
KAREN	HANSON	FH			FOOD SERVER/CASHIER			2.75		
TIFFANY	HEMSATH	FH			RESOURCE	TITLE I		7.00	1.00	
SHERYL	HODGES	FH			RESOURCE			7.00		
DEBRA	JOHNSON	FH			FOOD SERVER/CASHIER			3.75		
GARY	KNOX	FH			CUSTODIAN			8.00		
TERRY	LANKUTIS	FH			RECORDS/TECH SUPPORT			8.00		
JUSTIN	MARTIN	FH			CUSTODIAN			8.00		
KEN	MARTIN	FH			HEAD CUSTODIAN			8.00		
ROBIN	MOLINE	FH			PRINCIPAL'S SECRETARY			8.00		
WENDY	PFAU	FH			ACTIVITIES SECRETARY			5.00		
JEAN	ROGAN	FH			RESOURCE JOB COACH	EAGLE RENAISSANCE		7.00	1.00	
SUSAN	RUTLEDGE	FH			RESOURCE			7.00		
BETTY	SANDERS	FH	FH		TITLE I	LIBRARY		4.00	3.00	
MARY HELEN	SPOJA	FH			ACCOMPANIST			3.00		
SHARON	TINDALL	FH			STUDY HALL			7.00		
ANGELA	WOOLETT	FH			ATTENDANCE SECRETARY			8.00		
NATALIE	BUTLER	GA			SCHOOL SECRETARY			8.00		
TERESA	DYGERT-TRASK	GA			PLAYGROUND			3.50		
ANITA	GERLINGER	GA			PLAYGROUND	LIBRARY		1.00	7.00	
SHERRY	HANLEY	GA			RESOURCE			7.00		
KATHY	IRWIN	GA			TITLE I			7.50		
SHANNON	MAXWELL	GA			FOOD SERVER			3.00		
LISA	NETTE-RAU	GA			BEHAVIORAL			7.50		
CLYDE	RETTNER	GA			CUSTODIAN			8.00		
LINDSEY	RICKL	GA	CK		FOOD SERVER	PM KITCHEN AIDE		3.00	3.00	
SUE	STANDLEY	GA			TITLE I			7.00		
FLEETA	O'DELL	HP	HP	HP	OFFICE	SUB CALL-IN	PLAYGROUND	1.75	0.75	2.00
DARLA	QUINLAN	HP	HP	HP	SUB CALL-IN	RESOURCE	PLAYGROUND	0.75	5.50	1.50
PAT	BENES	HP	HP		2ND GRADE AIDE	PLAYGROUND		6.00	0.50	
SUSANNAH	EASTMAN	HP	HP		RESOURCE	PLAYGROUND		6.50	0.50	
DARCY	MCLENDON	HP	HP		2ND GRADE AIDE	PLAYGROUND		6.00	0.50	
BETTE	MCPHERSON	HP	HP		BEHAVIORAL	PLAYGROUND		6.50	1.50	
LYNNE	PRINDLE	HP	HP		RESOURCE	PLAYGROUND		6.00	1.00	
DEVNEY	WELSH	HP	HP		TITLE I	PLAYGROUND		6.00	1.00	
JERRY	GIEDD	HP			CUSTODIAN			8.00		
BARBARA	HOLLAND	HP			FOOD SERVER			3.00		

First	Last	Location	Location 2	Location 3	Assignment	Assignment 2	Assignment 3	Hours	Hours 2	Hours 3
FLEETA	O'DELL	HP			FOOD SERVER			3.00		
DEBRA	SMITH	HP			SCHOOL NURSE			6.00		
JENIFER	BLAZICEVICH	JH			TITLE I			7.50		
DERREE	KAMP	JH	JH		LIBRARY	STUDY HALL		3.00	4.00	
STEVE	KELLY	JH			HEAD CUSTODIAN			8.00		
JOANN	LANTZER	JH			ACCOMPANIST			3.00		
JAN	MANE	JH	CK		FOOD SERVER/CASHIER	PM KITCHEN AIDE		3.50	3.00	
CHRISTY	ROGERS	JH			SCHOOL SECRETARY			8.00		
BARB	SAUBY	JH			RESOURCE			7.50		
KIM	WIEGERT	JH			RESOURCE			7.50		
DENISE	WILLIAMS	JH			FOOD SERVER/CASHIER			3.75		
TRACY	CONNOR	LC			TITLE I			7.50		
GRETCHEN	CONRAD	LC			RESOURCE			8.00		
JODY	D'AUTREMONT	LC			SCHOOL SECRETARY			8.00		
KRIS	GAPAY	LC			RESOURCE			7.00		
DAVID	GATES	LC			CUSTODIAN			8.00		
MANDIE	HUTCHINS	LC	LC		PLAYGROUND	OFFICE	SPECIAL ED AIDE	3.00	1.50	2.50
NORINE	MCKINNEY	LC			RESOURCE			7.50		
MARY	MILLER	LC	CK		FOOD SERVER	PM KITCHEN AIDE		3.00	3.00	
MELINDA	THAYNE	LC	CK		FOOD SERVER/CASHIER	PM KITCHEN AIDE		3.00	3.00	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

15

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

ITEM TITLE: APPROVE CALLING FOR SCHOOL FOOD SERVICE MILK BIDS

Requested By: Board of Trustees **Prepared By:** Cindy Giese **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve calling for bids to provide milk for the School Food Service for the 2010-2011 School Year.

SUGGESTED ACTION: Approve Advertising for Bids to Provide Milk for School Food Service

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

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

CALL FOR SCHOOL FOOD MILK BIDS

Notice is hereby given that the Board of Trustees of Lewistown School District Number One, Fergus County, Lewistown, Montana, will receive sealed bids at the office of the Business Manager/Clerk in the Lincoln Building, 215 7th Avenue South, up to the hour of 12:00 noon, Thursday, June 10, 2010, for the provision of School Food milk for Lewistown School District Number One according to the specifications on file in the office of the Business Manager/Clerk. Bids will be opened for consideration at this time. Bids are to be made only on the bidding form which contains the required specifications, and which can be obtained upon request.

The Board of Trustees reserves the right to reject any or all bids or any portion thereof.

Mike Waterman, Business Manager/Clerk
Lewistown School District Number One
Fergus County

To Be Published: Lewistown News-Argus

May 29, 2010

June 2, 2010

June 5, 2010

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

16

Minutes/Claims Board of Trustees Superintendent's Report

Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE RESOLUTION CALLING FOR A BOND ELECTION

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the Resolution Calling for a Bond Election per attached document.

SUGGESTED ACTION: Approve Resolution Calling for a Bond Election

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of School District No. 1 (Lewistown), Fergus County, Montana (the "District"), hereby certify that the attached resolution is a true copy of a Resolution entitled: "A RESOLUTION OF SCHOOL DISTRICT NO. 1 (LEWISTOWN), FERGUS COUNTY, SUBMITTING TO THE QUALIFIED ELECTORS OF THE DISTRICT THE QUESTION OF ISSUING GENERAL OBLIGATION SCHOOL BUILDING BONDS IN ONE OR MORE SERIES IN THE AMOUNT OF UP TO TEN MILLION SEVEN HUNDRED FIFTEEN THOUSAND AND NO/100 DOLLARS (\$10,715,000.00) FOR THE PURPOSE OF PAYING THE COSTS OF BUILDING A MIDDLE SCHOOL ON THE FERGUS HIGH SCHOOL CAMPUS, TO INCLUDE CLASSROOMS, A COMMONS AREA, SERVING KITCHEN, MAINTENANCE AND STORAGE AREAS, A GYMNASIUM, AND ADMINISTRATIVE OFFICES; RELATED IMPROVEMENTS; AND PAYING COSTS ASSOCIATED WITH THE SALE AND ISSUANCE OF THE BONDS" (the "Resolution"), on file in the original records of the District in my legal custody; that the Resolution was duly adopted by the Board of Trustees of the District at a regular meeting on May 24, 2010, and that the meeting was duly held by the Board of Trustees and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Trustees voted in favor thereof: _____; voted against the same: _____; abstained from voting thereon: _____; or were absent: _____.

WITNESS my hand and seal officially this ____ day of May, 2010.

(SEAL)

District Clerk

A RESOLUTION OF SCHOOL DISTRICT NO. 1 (LEWISTOWN), FERGUS COUNTY, SUBMITTING TO THE QUALIFIED ELECTORS OF THE DISTRICT THE QUESTION OF ISSUING GENERAL OBLIGATION SCHOOL BUILDING BONDS IN ONE OR MORE SERIES IN THE AMOUNT OF UP TO TEN MILLION SEVEN HUNDRED FIFTEEN THOUSAND AND NO/100 DOLLARS (\$10,715,000.00) FOR THE PURPOSE OF PAYING THE COSTS OF BUILDING A MIDDLE SCHOOL ON THE FERGUS HIGH SCHOOL CAMPUS, TO INCLUDE CLASSROOMS, A COMMONS AREA, SERVING KITCHEN, MAINTENANCE AND STORAGE AREAS, A GYMNASIUM, AND ADMINISTRATIVE OFFICES; RELATED IMPROVEMENTS; AND PAYING COSTS ASSOCIATED WITH THE SALE AND ISSUANCE OF THE BONDS

RECITALS

WHEREAS, the board of trustees of a school district may issue bonds on the credit of the school district for the purpose of building, altering, repairing, buying, furnishing, equipping, purchasing lands for, and/or obtaining a water supply for a school, teacherage, dormitory, gymnasium, other building, or combination of said buildings for school purposes, upon approval of the electorate of the district; and

WHEREAS, a board is authorized pursuant to Section 20-9-421, M.C.A., to call a bond election by adopting a resolution to that effect; and

WHEREAS, the Board of Trustees (the "Board") of School District No. 1 (Lewistown), Fergus County (the "District"), has determined that there should be submitted to the electors of the District qualified to vote at bond elections the question of whether the Board shall be authorized to issue and sell bonds of the District in one or more series to obtain funds for the purpose of paying the costs of building a middle school on the Fergus High School campus, to include classrooms, a commons area, serving kitchen, maintenance and storage areas, a gymnasium, and administrative offices; related improvements; and paying costs associated with the sale and issuance of the bonds; and

WHEREAS, pursuant to Section 13-19-104, M.C.A., a school district bond election can be conducted by a mail ballot election; and

WHEREAS, the Board has determined that a mail ballot election conducted in accordance with the provisions of Title 13, Chapter 19, Parts 1-3, M.C.A. (the "Mail Ballot Act"), is in the best interests of the District and the electors thereof, and notified the County Election Administrator of its intent to conduct a mail ballot election, which notification was not less than seventy days prior to the date of the proposed election; and

WHEREAS, the District Clerk will prepare a mail ballot election plan (the "Mail Ballot Plan") and submit it to the Secretary of State no later than 60 days before the election in accordance with the provisions of Section 13-19-205, M.C.A.; and

WHEREAS, it is the judgment of the Board that the sum of Ten Million Seven Hundred Fifteen Thousand and No/100 Dollars (\$10,715,000.00), will be necessary to carry out the purpose set forth above; and

WHEREAS, the indebtedness to be evidenced by the proposed bonds and all other indebtedness of the District does not exceed the limitation as set forth in Title 20, Chapter 9, Part 406, M.C.A.;

WHEREAS, it is the judgment and determination of the Board that said bonds will be payable during a term not to exceed twenty (20) years; and

WHEREAS, the District has received an allocation from the Montana Office of Public Instruction to issue up to \$10,000,000 in Qualified School Construction Bonds with the remaining bonds expected to be issued as tax-exempt bonds or taxable build America bonds, depending on the lowest overall borrowing cost.

NOW, THEREFORE, BE IT RESOLVED by the Board of the District as follows:

Section 1. Calling of the Election. The Board of the District hereby calls and directs a special election to be held in the District on September 21, 2010, which date is not less than 40 days after the passage of this resolution, to be conducted by mail ballot pursuant to the provisions of the Mail Ballot Act, for the purpose of voting on the question of whether the Board may issue and sell general obligation school building bonds of the District in one or more series, in the amount of up to Ten Million Seven Hundred Fifteen Thousand and No/100 Dollars (\$10,715,000.00), for the purpose of paying the costs of building a middle school on the Fergus High School campus, to include classrooms, a commons area, serving kitchen, maintenance and storage areas, a gymnasium, and administrative offices; related improvements; and paying costs associated with the sale and issuance of the bonds. The bonds shall be payable during a term of not more than twenty (20) years, subject to redemption as required by law or as determined by the Board in its discretion, as the case may be, and shall bear interest at a rate to be determined by the Board at the time of the sale.

The District has received an allocation to issue up to \$10,000,000 of the bonds as qualified school construction bonds ("QSCBs"). If the electors approve the proposed bonds, (i) the bonds issued as QSCBs are to bear interest at a rate equal to an adjusted yield to the District at the time of delivery of the bonds not exceeding 1.00% per year, and (ii) the remaining bonds are to bear interest at a rate equal to an adjusted yield to the District at the time of delivery of the bonds not exceeding 6.00% per year.

Section 2. Estimate of State Advance for School Facilities. Pursuant to Section 20-9-422, M.C.A., the District has requested from OPI a statement of the estimated amount of State advance for school facilities that the District is eligible to receive under M.C.A. Sections 20-9-367 and 20-9-371 for debt service payments on the bonds in the first fiscal year in which a debt service payment is due. The 2010/11 State advance estimate applicable to the District received from OPI is \$150,595 for its outstanding bonds issued in 2009 with \$9,081 in State aid eligibility remaining for any additional bonds (such as the bonds being considered with this election question) based on the District's maximum entitlement calculation.

Section 3. Conduct of Election. All qualified electors of the District shall be entitled to vote at the bond election. Pursuant to Section 20-20-201, M.C.A., the Clerk of the District is hereby authorized and directed to give notice of the call and details of this election to the Fergus County Election Administrator at least thirty-five days prior to the election. The Fergus County Election Administrator is requested to close registration and thereafter prepare printed lists of the electors in the District entitled to vote in the election in the District in the form and manner prescribed by law and consistent with the Mail Ballot Plan. The Clerk of the District shall prepare the ballot and arrange for the printing of the ballot and shall conduct the election in accordance with all legal requirements.

Section 4. Notice of Election. The Clerk of the District is hereby authorized and requested to cause notice of the call and holding of the election to be given once a week for three consecutive weeks prior to the election, one publication being not less than 20 or more than 30 days prior to the election, in the *Lewistown News-Argus*, a newspaper of general circulation in Fergus County, and the Clerk of the District is directed to cause the notice to be posted in at least three public places in the District, with at least one notice being posted in each ward or precinct in the District. The notice of election as published and posted shall read substantially as follows with such completions and additions as may be required by the Mail Ballot Plan:

NOTICE OF SCHOOL BOND ELECTION

NOTICE IS HEREBY GIVEN by the Board of Trustees (the "Board") of School District No. 1 (Lewistown), Fergus County, Montana (the "District"), that pursuant to a certain resolution duly adopted at a regular meeting of the Board on May 24, 2010, a special election of the registered voters of the District will be held by mail ballot election on September 21, 2010 for the purpose of voting on the question of whether the Board may issue and sell general obligation school building bonds of the District in one or more series in the total aggregate principal amount of up to Ten Million Seven Hundred Fifteen Thousand and No/100 Dollars (\$10,715,000.00) for the purpose of paying the costs of building a middle school on the Fergus High School campus, to include classrooms, a commons area, serving kitchen, maintenance and storage areas, a gymnasium, and administrative offices; related improvements; and paying costs associated with the sale and issuance of the bonds (the "Project"). The bonds shall be payable as determined by the Board at the time of sale no more frequently than semiannually during a term of not more than twenty (20) years. The District has received an allocation to issue up to \$10,000,000 of the bonds as qualified school construction bonds ("QSCBs"). If the above proposition is approved, (i) the bonds issued as QSCBs are to bear interest at a rate equal to an adjusted yield to the District at the time of delivery of the bonds not exceeding 1.00% per year, and (ii) the remaining bonds are to bear interest at a rate equal to an adjusted yield to the District at the time of delivery of the bonds not exceeding 6.00% per year.

The election will be conducted solely by mail ballot. Ballots will be mailed to all eligible registered voters in the District on August 30, 2010, and must be returned by each voter, by mail to the District Clerk, 215 7th Avenue South, Lewistown, Montana, 59427, or in person to the District Clerk, 215 7th Avenue South, Lewistown, Montana, during regular business hours (8:00 a.m. to 5:00 p.m.), weekdays (exclusive of holidays), August 31, 2010 through September 20, 2010.

On Election Day, September 21, 2010, the only place for deposit of voted ballots will be the office of the District Clerk, 215 7th Avenue South, Lewistown, Montana, 59427, which will be open from 8:00 a.m. to 8:00 p.m., and all ballots must be in that office by 8:00 p.m. to be counted. All ballots will be tallied in the office of the District Clerk after 8:00 p.m. on September 21, 2010.

A qualified voter who will be absent from the District during the time the election is being conducted may:

- (a) vote in person in the office of the District Clerk as soon as the ballots are available and until noon on August 29, 2010; or
- (b) make a written request prior to noon on August 29, 2010, signed by the applicant and addressed to the office of the District Clerk requesting the ballot be mailed to an address other than that which appears on the registration records. All ballots to be mailed will be mailed no later than August 30, 2010.

An elector may obtain a replacement ballot if his ballot is destroyed, spoiled, lost, or not received by the elector by personally appearing at the office of the District Clerk and by:

(a) signing an affidavit form stating the reason for the request for replacement; and

(b) if the reason given for replacement is “spoiled ballot,” by returning the spoiled ballot to the office of the District Clerk.

DATED this 24th day of May, 2010.

District Clerk

Publish: August 4, August 11, August 18, and August 25, 2010

Section 5. Form of Ballot. The ballot shall be printed in substantially the following form:

SCHOOL DISTRICT NO. 1 (LEWISTOWN)
FERGUS COUNTY, MONTANA
BOND ELECTION
TO BE CONDUCTED
BY MAIL BALLOT
ON
SEPTEMBER 21, 2010

INSTRUCTIONS TO VOTERS: Make an X or similar mark in the vacant square before the words “BONDS – YES” if you wish to vote for the bond issue; if you are opposed to the bond issue, make an X or similar mark in the square before the words “BONDS – NO.”

Shall the Board of Trustees (the “Board”) of School District No. 1 (Lewistown), Fergus County, Montana (the “District”), be authorized to issue and sell general obligation bonds of the District in one or more series in the amount of up to Ten Million Seven Hundred Fifteen Thousand and No/100 Dollars (\$10,715,000.00), bearing interest as provided below, payable as determined by the Board at the time of sale no more frequently than semiannually, during a term as to each series of the bonds of not more than twenty (20) years, for the purpose of paying the costs of building a middle school on the Fergus High School campus, to include classrooms, a commons area, serving kitchen, maintenance and storage areas, a gymnasium, and administrative offices; related improvements; and paying costs associated with the sale and issuance of the bonds?

The District has received an allocation to issue up to \$10,000,000 of the bonds as qualified school construction bonds (“QSCBs”). If the above proposition is approved, (i) the bonds issued as QSCBs are to bear interest at a rate equal to an adjusted yield to the District at the time of delivery of the bonds not exceeding 1.00% per year, and (ii) the remaining bonds are to bear interest at a rate equal to an adjusted yield to the District at the time of delivery of the bonds not exceeding 6.00% per year.

BONDS – YES

BONDS – NO

Passed and approved this 24th day of May, 2010.

Chair, Board of Trustees

Attest:

District Clerk

(SEAL)



Mail Ballot School Election Timetable

According to §20-20-102 MCA, "Should there be a conflict between the requirements of Title 13 and the provisions of this title regulating school elections, the provisions of this title shall govern." For additional information about conducting school elections, see <http://www.opi.mt.gov/PUB/PDF/SchoolFinance/ElecHB/>.

TIMETABLE FILED WITH SECRETARY OF STATE

CALENDAR DATE	ACTIVITY SPECIFIED UNDER TITLE 13
<u>May 24, 2010</u>	<u>[Board of Trustees adopt res calling mail ballot election]</u> Copy of the following sent to the governing body: 1) written plan; 2) written statement informing the governing body of the decision to conduct the election by mail ballot; 3) list of reasons for the decision; and 4) the right of the governing body to object under 13-19-204, sent to governing body (no date set by law, but should be at least no later than 60 days before election) (<i>No date set by law in school election laws.</i>)
<u>Before July 23, 2010</u>	<u>Actual</u> date of submission of written plan to Secretary of State (received at least 60 days before election) (<i>This law should be followed since it does not appear to conflict with school election laws. School election laws specify at §20-20-201 MCA that "At least 40 days before any school election, the trustees of any district shall call such school election by resolution . . . The resolution calling any school election shall be transmitted to the county election administrator no later than 35 days before the election."</i>)
<u>July 28, 2010</u>	Last day for governing body to opt out (no later than 55 days before election) (<i>This law should be followed unless, as in §20-3-313 MCA, trustees cancel an election no later than 25 days before the election if the number of candidates filing is equal to the number of positions to be elected and there is no reason to hold an election.</i>)
Within 5 days of SOS receipt	Approval by Secretary of State (within 5 days of receiving written plan from the election administrator)
_____ N/A _____	Publish notice specifying close of registration as provided by §13-2-301 MCA (at least three times in the 4 weeks preceding the close of registration.) (§20-20-311 MCA specifies in relevant part that ". . . it shall not be necessary to publish any notice of such closing of registration," so these notices are not required for school mail ballot elections.)
<u>August 4, 11, 18, & 25, 2010</u>	Publish notice of election, if applicable (Special §13-1-108 MCA) or (Regular §13-1-401 MCA (4)) (§20-20-204 MCA governs since it specifies that trustees shall give notice of the election not less than 20 days or more than 30 days before the day of the election. Please consult §20-20-204 MCA for additional specific laws.)
<u>August 23, 2010</u>	Close of registration as provided by §13-2-301 MCA (30 days before election) (§20-20-311 MCA specifies in relevant part that "Registration for school elections shall close for 30 days before any school election . . ." so school and regular election laws are identical. This date is often moved to 29 days before the election when the 30th day before the election falls on a Sunday.)
<u>August 30, 2010</u>	Date ballots mailed (no sooner than 25 days or later than 15 days before election) (§13-19-207 MCA specifies that all ballots must be mailed the same day. The general law for school elections is that absentee ballots are available at least 20 days before the election, except bond elections not held in conjunction with school elections (30 days). School and mail ballot laws are generally consistent, allowing absentee ballots to be available, but not necessarily mailed, before the single date on which they are mailed.)
<u>September 21, 2010</u>	Election Day

This schedule must be attached to the written plan and sample instructions for this mail ballot election.

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: APPROVE MHSA MEMBERSHIP AND RELATED PAYMENTS

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve membership in the Montana High School Association (MHSA). The costs for the 2010-2011 School Year include the following:

Association Fees for Membership in MHSA Activities	\$4,500.00
Insurance Premium for MHSA Catastrophic Insurance Plan	<u>610.00</u>
	\$5,110.00

SUGGESTED ACTION: Approve MHSA Membership and Related Payments

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						



Montana High School Association

1 South Dakota Avenue ♦ Helena, MT 59601 ♦ (406) 442-6010 ♦ Fax: (406) 442-8250 ♦ www.mhsa.org

April, 2010

**TO: MHSA MEMBER SCHOOL CONTACTS
MHSA DISTRICT CLERKS**

FROM: MARK BECKMAN, EXECUTIVE DIRECTOR

**RE: ANNUAL APPLICATION AND FEES REMITTANCE FORM FOR 2010-11
CATASTROPHIC INSURANCE REMITTANCE FORM FOR 2010-11**

This email contains items which need to be addressed for the 2010-11 school year.

- A copy of the Annual Application and Fees Remittance form for the 2010-11 school year. **One original copy is to be completed and returned with your remittance. MAKE CERTAIN THAT THE MHSA OFFICE RECEIVES AN ORIGINAL SIGNED COPY WHICH IS SIGNED AND DATED BY THE APPROPRIATE PERSONNEL. IF AN ORIGINAL SIGNED COPY IS NOT RECEIVED BY THE MHSA OFFICE IT WILL DELAY PROCESSING OF YOUR APPLICATION. The chairperson of the school board and the high school principal or superintendent must sign the annual dues application after being authorized to do so by official school board action.**

Please refer to the list of activities on the form when computing the amount of your remittance. **Annual fees are payable and due on or before August 1 of each year.** If you prefer to pay your dues prior to July 1, 2010, please feel free to do so. **Any school failing to pay its annual fees on or before that date shall be ineligible from August 1 until such fees are paid and shall be required to pay a penalty of \$50.00 in addition to the regular fees before reinstatement. (See Article I, Section (2) of the MHSA By-Laws.)**

- A copy of the 2010-11 Catastrophic Insurance form and a summary of benefits. You will notice there was a slight raise in premium from last year. **A copy is to be completed and returned with your remittance.** Remember, you must use your high school's (grades 9-12) FALL enrollment as of November 1, 2009, to determine your premium.

This payment is due on or before August 1, 2010.

All of these forms are also available on our website (mhsa.org) under *Top Forms*.

If there are questions on any of the above referenced items, please feel free to contact the MHSA office.

Attachments

/jlh

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota
Helena, MT 59601

Annual Dues Application and Fees Remittance Form

_____ FERGUS _____ High School of _____ LEWISTOWN _____ Montana, Montana, hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2010-11** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledges receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Football	<input checked="" type="checkbox"/>	Golf	<input checked="" type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Orchestra
<input type="checkbox"/>	Soccer	<input checked="" type="checkbox"/>	Softball	<input checked="" type="checkbox"/>	Speech
<input type="checkbox"/>	Swimming	<input type="checkbox"/>	Swimming		
<input checked="" type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Tennis		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Wrestling	<input checked="" type="checkbox"/>	Volleyball		
7	<< TOTAL BOYS	7	<< TOTAL GIRLS	4	<< TOTAL COMBINED

TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 18 @ \$250.00 = \$ 4,500.00

Remit this amount to the MHSA office before August 1st and include an ORIGINAL SIGNED FORM

Signed/Dated: _____ Signed/Dated: _____
 Chair / Board of Trustees Superintendent or Principal

For MHSA Use Only:

Date Received: _____ Amount Received: _____

Check No. _____ Late Fee: _____

Total Amount Received: _____

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

LIABILITY CATASTROPHE PLAN REMITTANCE FORM

We have enclosed our remittance in the amount of \$ **610.00** based on the HIGH SCHOOL ENROLLMENT (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for 2010-11.

School FERGUS HIGH SCHOOL

Date MAY 24, 2010

Signed _____

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2009

<u>Enrollment</u>	<u>Premium</u>
0-40	145.00
41-110	215.00
111-200	275.00
201-300	365.00
301-400	460.00
401-800	610.00
801-up	965.00

You must use your **high school enrollment** per your **FALL, 2009** report to OPI

PLEASE RETURN THIS **SIGNED** FORM AND YOUR PAYMENT BY AUGUST 1, 2010

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee _____

**MONTANA HIGH SCHOOL ASSOCIATION
2010-11 Catastrophic Insurance Renewal
Mutual of Omaha**

Summary of Lifetime Benefits

- **Accident Medical Expense Benefit:** 100% of reasonable, customary and necessary covered expenses, with an overall lifetime limit of \$1,000,000.
- **Deductible:** \$25,000 per injury.
- **Incurral Period:** Two (2) year incurral period in which to meet the deductible.
- **Extended Care Facility Maximum** \$365,000 per calendar year.
- **Combined Home Healthcare/Custodial Care Maximum:** \$125,000 per calendar year (reduced from \$150,000 in 2008-09).
- **Maximum Physical Therapy Benefit:** \$50,000 per calendar year.
- **Accidental Death Benefit:** \$10,000.
- **Cash Benefit:** \$10,000 (for paralysis, including quadriplegia, paraplegia or hemiplegia).

Expanded Benefits (Total Disability Only):

- **Lifetime Special Expense Benefit:** \$100,000 first decade; \$50,000 each decade thereafter for home remodeling or adaptation and special vehicle purchase or adaptation (reduced from \$125,000).
- **Lifetime Adjustment Expense Benefit:** \$50,000 Lifetime for family counseling, training, travel and loss of earnings of parents.
- **Lifetime Education Expense:** \$50,000 for tuition, room and board and other related expenses.
- **Total Disability Benefit:** A catastrophically injured student who is totally disabled at age 18 may receive \$1,500 per month for remainder of life (up from \$1,000 a month in 2008-09).
- **Partial Disability Benefit:** A catastrophically injured student who is partially disabled at age 18 may receive \$1,000 per month for remainder of life.
- **Unrelated Subsequent Accidents/Illnesses:** Lifetime \$100,000 benefit with a \$5,000 deductible per injury/sickness.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

18

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

ITEM TITLE: APPROVE INTERLOCAL AGREEMENT BETWEEN SCHOOL DISTRICT NUMBER ONE AND CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the agreement between School District Number One and Central Montana Learning Resource Center Cooperative to define and describe the relationship of the parties with respect to the services provided. This agreement will be updated approximately every five years.

SUGGESTED ACTION: Approve Agreement Between School District Number One and Central Montana Learning Resource Center Cooperative

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**INTERLOCAL AGREEMENT
FOR THE
ESTABLISHMENT OF A SPECIAL
EDUCATION COOPERATIVE**

THIS AGREEMENT, Made and entered into this 11th day of May, 2010, between and among:

AYERS ELEMENTARY SCHOOL DISTRICT
DEERFIELD ELEMENTARY SCHOOL DISTRICT
DENTON SCHOOL DISTRICT
GEYSER SCHOOL DISTRICT
GRASS RANGE SCHOOL DISTRICT
HARLOWTON SCHOOL DISTRICT
HOBSON SCHOOL DISTRICT
JUDITH GAP SCHOOL DISTRICT
KING COLONY ELEMENTARY SCHOOL DISTRICT
LAVINA SCHOOL DISTRICT
LEWISTOWN SCHOOL DISTRICT
MELSTONE SCHOOL DISTRICT
MOORE SCHOOL DISTRICT
ROUNDUP SCHOOL DISTRICT
ROY SCHOOL DISTRICT
RYEGATE SCHOOL DISTRICT
SHAWMUT SCHOOL DISTRICT
SPRING CREEK COLONY ELEMENTARY SCHOOL DISTRICT
STANFORD SCHOOL DISTRICT
WINIFRED SCHOOL DISTRICT
WINNETT SCHOOL DISTRICT

WHEREAS, the School Districts desire to offer full services to persons requiring special education (said persons defined in 20-7-401 MCA) and to all children with disabilities residing with said School Districts; and

WHEREAS, The School Districts desire to provide these Special Education Services in compliance with all applicable State and Federal Laws and Regulations; and

WHEREAS, Sections 20-7-451 through 20-7-456 MCA, provide that School Districts may contract with one another to establish a cooperative to perform all Special Education Administrative Services, activities and undertakings that the School Districts entering into the Agreement are authorized by law to perform;

NOW, THEREFORE, The parties hereto hereby ESTABLISH A SPECIAL EDUCATION COOPERATIVE, pursuant to the following mutual covenants and promises:

**I. COOPERATIVE'S POWERS, DUTIES
AND
RESPONSIBILITIES**

1. The Cooperative shall provide instructional services as contracted and related services defined as speech/language pathology, audiology, occupational therapy, physical therapy, early identification and assessment of disabilities, psychological services and supplemental counseling to all School Districts who are parties to this Agreement.
2. The Cooperative shall comprehensively evaluate referred children, following appropriate pre-referral procedures, who are suspected of being children with disabilities as defined as defined in I.1 (20-7-401 MCA) when School Districts do not employ personnel qualified to conduct the component of the comprehensive evaluation.
3. The Cooperative shall use Evaluation Teams (ET) to identify children with disabilities.
4. The Cooperative shall use Instructional Teams (IT) to plan and develop an Individualized Educational Program (IEP) for each child requiring the services of this Cooperative.
5. The Cooperative shall provide all the support or related services specified in I.1 required by the IEP developed under I.4.
6. The Cooperative shall advise School Districts on decisions pertaining to least restrictive alternative settings.
7. The Cooperative shall assure due process for all children with disabilities, including the appointment of surrogate parents, if necessary.
8. The Cooperative shall provide Special Education services to all persons with disabilities between the ages of three years and eighteen years inclusive, who reside within the School Districts that are parties to this Agreement. Comprehensive evaluations are available for birth through two year old children providing the evaluations are necessary to determine eligibility for Special Education services commencing on their third birthday. Further, the Cooperative, after evaluation of persons, inclusive, nineteen years of age through twenty-one years of age, may offer services to those persons who would benefit from Special Education services providing that the specific School District offers services to nineteen through twenty-one year old students.
9. The Cooperative shall at least annually perform the Child Find activities required of participating School Districts by State and Federal statute.

II. POWERS OF THE COOPERATIVE

1. To sue and be sued, complain and defend, in its Cooperative name.
2. To purchase, take, receive, lease, take by gift, devise or bequest, or otherwise acquire, hold, own, improve, use and otherwise deal in and with real or personal property, or any interest therein, wherever situated.
3. To sell, convey, mortgage, pledge, lease, exchange, transfer, and otherwise dispose of all or any part of its property and assets.
4. To make contracts and incur liabilities, borrow money at such rates of interest as the Cooperative determines reasonable.
5. To conduct its affairs, carry on its operations, and have offices in this State.
6. To make and alter, by Resolution of the Board of the Cooperative, by-laws governing the calling and conducting of meetings, appointment of a Director, and the internal operating procedures of the Board of the Cooperative.

III. ORGANIZATION OF THE COOPERATIVE

1. COOPERATIVE'S NAME: The name of this Special Education Cooperative shall be the Central Montana Learning Resource Center Cooperative (CMLRCC).
2. DURATION OF CMLRCC'S EXISTENCE: The duration of CMLRCC is perpetual.
3. CMLRCC MANAGEMENT BOARD: All terminations of employment of CMLRCC staff, expenditures of funds, provision of Special Education Services and implementation of policy shall be determined by the Management Board.
4. The Management Board shall consist of nine representatives, one representative shall be appointed from the Lewistown School District, one representative shall be appointed from the Harlowton School District, and one representative shall be appointed from the Roundup School District; and, one representative shall be chosen at large from each of the six participating counties by the Member Districts in that County, said representatives shall be appointed to one-year terms. Representatives shall be appointed annually by the administrators of their member districts.
5. Each representative identified in III.4 shall have one vote.
6. The CMLRCC Management Board shall recruit and employ a Director.

7. CMLRCC shall employ sufficient qualified staff to provide services contemplated by this Agreement.
8. CMLRCC shall employ only those persons whose qualifications equal or exceed the qualifications required under Montana Laws and Rules for Special Education.
9. The Management Board shall meet as necessary, but not less than quarterly.
10. The Management Board shall:
 - a. Set policy to be implemented by the Director.
 - b. Comprehensively review the performance of CMLRCC at least annually.
 - c. Review the financial management of CMLRCC at least annually.
 - d. Set and approve the CMLRCC fiscal budget.
 - e. The Management Board shall have the power to make contracts. No such contract shall be entered into by CMLRCC for a term in excess of one year. Any temporary employment agreement of less than twelve months for less than five hundred dollars may be entered into at the discretion of the Director and will be reported to the Management Board at the first Board meeting following the date of the contract.

IV. FINANCIAL ADMINISTRATION

1. The CMLRCC Business Office shall act as its own fiscal agent, pursuant to Section 20-9-701, et. Seq., MCA.
2. The Business Manager and Director shall establish a non-budgeted Interlocal Cooperative Fund for the purpose of the financial administration of the Interlocal Cooperative Agreement. All revenues received, including Federal, State or other types of grant payments in direct support of the agreement and the financial support provided by cooperating agencies, shall be deposited in such fund. All financial support of the agreement contributed by a member district may be transferred to the Interlocal Cooperative Fund from any fund maintained by such District by Resolution of the Trustees and District warrant. Moreover, the Superintendent of the Office of Public Instruction may transfer directly to CMLRCC the State and Federal portion of any participating member district's budgeted costs for contracted Special Education Services. Any such transfer to the Interlocal Cooperative fund shall be used to finance those expenditures under the Agreement which is comparable to those that are permitted by law to be made out of the fund

from which the transfer was made. No transfer shall be made from the miscellaneous federal programs fund without the express approval of the Superintendent of the Office of Public Instruction.

3. All expenditures in support of the Interlocal Cooperative Agreement shall be made from the Interlocal Cooperative Fund established by CMLRCC and administered by the Business Office.
4. The Management Board shall have the sole power to expend funds from the Interlocal Cooperative Fund.
5. The member districts shall transfer those sums received by them in direct support of this agreement to the Interlocal Cooperative Fund. Each district shall be responsible to provide, at a minimum, the matching dollars that are necessary for the instructional services match and related services block grant.
6. Instructional services from CMLRCC shall be paid for by the member districts to CMLRCC from their instructional service block grant dollars. The amount will be determined by the Director and approved by the Management Board on an annual basis.
7. The Federal Application for Part B and Preschool funds will be submitted by the CMLRCC Director on behalf of member districts.
8. A financial audit by an independent auditor shall be ordered each year to assure proper expenditure procedures.

V. TERMINATION OF MEMBERSHIP IN CMLRCC

Each member district agreeing to the terms of this agreement shall remain a member of CMLRCC for a minimum of three (3) years. Unless membership is requested to be dropped by October 1 of the current fiscal school year, the member district's commitment will automatically extend for three (3) fiscal years. Each member district's commitment to membership in CMLRCC is effective with the signature on this Interlocal Agreement. A member district intending to withdraw must provide notification of intent to withdraw three (3) fiscal years in advance of the withdrawal date.

**VI. ADDITION OF A DISTRICT
TO
CMLRCC**

1. Any non-member school district within the geographic boundary of CMLRCC will be notified annually, by certified or registered letter with signed, returned receipt or by personal notification with a signed receipt, no later than October 1 with the opportunity to join the CMLRCC for the ensuing three (3) fiscal years.
2. Non-member districts who wish to join CMLRCC must respond within sixty (60) days of notification for the opportunity to participate.
3. CMLRCC shall allow the addition of a non-member district within the geographic boundaries of CMLRCC in accordance with the State statute. Such addition shall only be allowed at the regular December board meeting of the Management Board. Notice of application to add a non-member district shall be given to all Management Board Members at least ten (10) days prior to the regular December board meeting.

VII. APPLICATION TO JOIN CMLRCC SHALL CONTAIN:

1. The district's name.
2. Anticipated required services.
3. District's proposed budget for contracted Special Education Services.
4. Application must be signed by the Board of Trustees' Chairperson of the applying District.

CMLRCC may contract with any District during the Fiscal Year to provide Special Education Services, if available, to a non-member district. Any such contract entered into shall comply with the terms and conditions stated herein and shall be for compensation determined reasonable by CMLRCC.

VIII. TERMINATION OF CMLRCC

CMLRCC may be terminated by majority vote of the Management Board. Such vote shall only be held at the regular March board meeting of the Management Board. Any member of the Management Board may propose termination. Notice of intention to propose termination shall be sent to each member by the member proposing termination at least ten (10) days prior to the regular March meeting.

If the Management Board should terminate CMLRCC, the termination shall be effective at the end of the fiscal year in which the termination occurs. During the

period from the termination until the end of the fiscal year, CMLRCC shall windup its affairs. All property in the possession of CMLRCC and owned by any member district shall be returned as soon as reasonably possible to the owner-district. Any property owned by CMLRCC shall be liquidated. All moneys in the possession of CMLRCC-owned property liquidation shall be distributed to the member districts by the following formula:

Contribution of Member District-Contribution of All Districts x All Remaining Cooperative Moneys.

IX. TERMINATION OF INSTRUCTIONAL SERVICES

It is further agreed that those member districts receiving instructional services (i.e., direct teacher support from CMLRCC) will notify CMLRCC by March 1 of the current fiscal year of their intent to continue services and to provide the necessary financial assistance to maintain the instructional staff. If notification is not received by March 1, the member district's commitment to the instructional services will be automatically renewed for the following fiscal year.

If any member district, who is not currently receiving instructional services, wishes in subsequent years to receive instructional services, that member district must notify CMLRCC by February 1 of the previous year and have Management Board approval prior to those services being provided. The member district is then obligated for costs for provision of the instructional services consistent with the calculation determined in IV.6 of the Financial Administration of CMLRCC.

X. REVIEW BY THE SUPERINTENDENT OF THE OFFICE OF PUBLIC INSTRUCTION

This Interlocal Agreement shall be submitted to the Superintendent of the Office of Public Instruction of the State of Montana for review and approval. This agreement shall not be in effect until such approval is obtained, and the agreement is recorded with the Superintendent of the Office of Public Instruction of the State of Montana.

XI. TEACHER TENURE

1. Whenever a teacher has been elected by the offer and acceptance of a contract for the fourth consecutive year of employment by CMLRCC in a position requiring teacher certification, except as a director or a specialist, the teacher shall be deemed to be re-elected from year to year thereafter as a tenured teacher at the same salary and in the same comparable position of employment as that provided by the last executed contract with such teacher unless the Management Board resolve, by majority vote of their membership, to terminate the services of the teacher in accordance with XI.2.

2. In accordance with 20-7-456, MCA:
 - a. Teachers, who have tenure rights with a member district of CMLRCC and are employed by CMLRCC, do not lose their tenure with their district.
 - b. Non-tenured teachers employed by CMLRCC acquire tenure with CMLRCC in the same manner as prescribed in 20-4-203, and the provisions of 20-4-204 through 20-4-207 are applicable to teachers employed by CMLRCC.
 - c. Tenure for a teacher employed by CMLRCC is acquired only with CMLRCC and not with a member district of CMLRCC.
 - d. For the purposes of tenure of a teacher employed by CMLRCC, contract renewals may not be used to limit the teacher's progress toward tenure status.

XII. TERMINATION OF TENURE TEACHER SERVICES

1. Whenever the Management Board resolve to terminate the services of a tenure teacher under the provision of XI.1, the CMLRCC Management Board Chairperson shall, before April 1, notify the teacher of such termination in writing by Certified or Registered letter with a signed, returned receipt or by personal notification with a signed receipt.
2. Any tenured teacher, who received Notice of Termination, may request in writing, within ten days after the receipt of such Notice, a written statement declaring clearly and explicitly specific reason(s) for the termination of his or her services. The Director shall supply such statement within ten (10) days of the request.
3. Within ten (10) days after the tenured teacher receives the statement for reason(s) for termination, he or she may request in writing a hearing before the Management Board to reconsider the termination action. When a hearing is requested, the Management Board shall conduct such a hearing and reconsider its termination action within ten (10) days after the receipt of the request for the hearing. If the Management Board affirms its decision to terminate, the tenured teacher may appeal the decision to the Superintendent of the Office of Public Instruction.
4. Subsequently, either the tenured teacher or the Management Board may appeal the decision of the Superintendent of the Office of Public Instruction to the appropriate District Court in the State of Montana.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

19

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

ITEM TITLE: APPROVE INTERLOCAL AGREEMENT BETWEEN HIGH SCHOOL DISTRICT NUMBER ONE AND CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the agreement between High School District Number One and Central Montana Learning Resource Center Cooperative to define and describe the relationship of the parties with respect to the services provided. This agreement will be updated approximately every five years.

SUGGESTED ACTION: Approve Agreement Between High School District Number One and Central Montana Learning Resource Center Cooperative

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

20

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

ITEM TITLE: APPROVE REVISION TO FERGUS HIGH SCHOOL STUDENT HANDBOOK

Requested By: Board of Trustees **Prepared By:** Tim Majerus **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the recommendation from Tim Majerus, FHS Assistant Principal/Activities Director, to change the language back to the original wording for dual sports per attached memo.

SUGGESTED ACTION: Approve Revision to Fergus High School Student Handbook

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

Memorandum

To: Board of Trustees, Lewistown Public Schools
Cc: Jason Butcher, Supt.
From: Tim Majerus, Assistant Principal/Activities Director
Date: May 20, 2010
Re: Handbook Revision – Dual Sports Policy

For the 2009-10 School Year we had changed the Dual Sports Policy portion of the Fergus High School Handbook from allowing Freshman to participate in more than one sport during a season to giving all athletes that opportunity.

This spring we evaluated the new policy and found that the new policy was not in the best interest of our athletes or the continuity of our teams. A survey of our coaching staff showed overwhelming support to discontinue this policy.

As a result, we would like to revert back to the original language of the dual sports policy allowing only Freshman to participate in two sports during the same season.

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

21

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

ITEM TITLE: APPROVE ADDENDUM TO COLLECTIVE BARGAINING AGREEMENT—LIFE AND DISABILITY INSURANCE

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the attached addendum to the Collective Bargaining Agreement to correct the amount that the District will be pay per year per teaching employee toward a group life and long term disability insurance program.

SUGGESTED ACTION: Approve Addendum to Collective Bargaining Agreement—Life and Disability Insurance

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

Addendum to
Lewistown School District
Collective Bargaining Agreement
Article VIII-Insurance
May 24, 2010

B. Life and Disability Insurance will now read:

1. "The Board shall provide \$104.24 per year per teaching employee toward a group life and long term disability insurance program."

IN WITNESS THEREOF:

For the Lewistown Education Association

Signature

Date

For the Trustees, Lewistown School District #1

Signature

Date

ATTEST:

District Clerk

Date

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

22

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

ITEM TITLE: FIRST READING—BOARD POLICY #4330P—RENTAL OF SCHOOL FACILITIES

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #4330P—Rental of School Facilities.

Information being deleted from this policy has been marked with a ~~strike through~~; information being added has been highlighted.

SUGGESTED ACTION: Approve First Reading of Board Policy #4330P—Rental of School Facilities

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

FIRST READING

Lewistown School District

4330P
Page 1 of 5

RENTAL OF SCHOOL FACILITIES STATEMENT OF RENTAL CONDITIONS AND CHARGES

I. Authorization for Rental of Facilities

- A. Community organizations, commercial agencies, sectarian groups, and non-sectarian groups must submit a request to use school facilities to the respective building principal.
- B. The building principal shall recommend authorization for use of the facilities, based on the following considerations:
 - 1. Facility availability
 - 2. District personnel required for the activity
 - a. Supervisory staff
 - b. Custodial staff
 - c. Food service staff
 - d. Others
 - 3. School equipment needed for the activity
 - 4. Nature of the activity
 - 5. Regulatory laws which might apply to the activity (e.g., seating capacity, etc.)
- C. Authorization for rental of the facilities must be given by the Superintendent or his authorized representative.

II. Rental Conditions

- A. **Rental Charges for One Time or Infrequent Use**
Community organizations, commercial agencies, sectarian groups, and non-sectarian groups will be assessed a minimum two-(2)-hour rental charge for use of facilities and/or equipment. See the attached rate charts for specific groups or organizations.

- B. **Rental Charges for Extended Use**
EXTENDED USE IS DEFINED AS: More than one (1) time in a calendar month or more than two (2) months in succession.

Community organizations, commercial agencies, sectarian groups, and non-sectarian groups must contract with the Board of Trustees for extended use of school facilities. Rental terms should be stipulated in written contract form. See attached rate charts for specific groups or organizations.

- C. **Rental Charge Waiver**

Certain community organizations and community agencies (non-sectarian) will not be charged rental fees because of the public nature of the activities involved. Such organizations or agencies include but will not be limited to: Boy Scouts of America, Girl Scouts of America, and 4-H groups. Said groups, with adult supervision, must assume responsibility for supervision of the activity.

D. Custodial Services for Above Rentals

Custodial services during the minimum one-(1)-hour rental period include:

1. Opening and closing building
2. Tending heating, lighting, ventilation, water and sewage systems
3. Normal custodial cleanup during the one-(1)-hour minimum period

E. Additional Custodial Charges

In cases of excessive clean-up work or additional usage time beyond the stipulated rental period, an additional hourly charge equal to the hourly overtime rate of the custodian will be charged.

F. Food Service Personnel Charges

Organizations or groups renting the District building kitchen facilities during any rental usage period must have a District food service staff member present to supervise kitchen activities. An hourly charge equal to the hourly rate of the District food service staff member assigned during the rental period will be assessed during the rental period.

G. Damage or Replacement Charges

The Rental Party will be assessed a damage and/or replacement charge equal to the actual repair or replacement costs incurred in the event of such damage or loss of facility and/or equipment.

H. Additional Auditorium Charges

Additional use of lights and sound systems in the auditorium may require arrangements to be made for additional staff time. An hourly charge will be established for such use at the time rental arrangements are made.

III. Rental Charge Billing and Payment Procedures

- A. Upon receipt of authorization for rental of facilities from the proper administrative authority, the School District No. One Business Office will send billing for rental charges to the Rental Party.
- B. Billing for rental on one-(1)-time or infrequent basis will be sent after rental authorization. Billing will include regular rental fees and related additional charges.
- C. Billing for rental for extended use will be sent upon contract approval.
- D. Payment of rental charges must be made to the Lewistown School District Number One Business Office within thirty (30) days after billing.

IV. Rental Rates - COMMERCIAL AGENCIES AND SECTARIAN GROUPS

The following rates include only one (1) hour of custodial time. At time of rental, an assessment of needed custodial time should be made and additional charges assessed. See Section II. E.

Minimum Charges

		2 Hours	3 Hours	4 Hours	Hourly Rate Beyond 4 Hours
Fergus High	Gymnasium	\$80.00	\$100.00	\$120.00	\$20.00
	Auditorium	80.00	100.00	120.00	20.00
	Classroom	21.00	22.00	23.00	1.00
	Cafeteria	25.00	28.00	31.00	3.00
	Library	25.00	28.00	31.00	3.00
Junior High	Gymnasium	50.00	55.00	60.00	5.00
	Auditorium	50.00	55.00	60.00	5.00
	Classroom	21.00	22.00	23.00	1.00
	Library	25.00	28.00	31.00	3.00
Lincoln	Board Room	21.00	22.00	23.00	1.00
Garfield	Gymnasium	40.00	45.00	50.00	5.00
	Classroom	21.00	22.00	23.00	1.00
	Library	25.00	28.00	31.00	3.00
Highland Park	Gymnasium	40.00	45.00	50.00	5.00
	Classroom	21.00	22.00	23.00	1.00
	Library	25.00	28.00	31.00	3.00
Lewis & Clark	Gymnasium	40.00	45.00	50.00	5.00
	Classroom	21.00	22.00	23.00	1.00
	Library	25.00	28.00	31.00	3.00
H.S. Shop	I. A. Shop	40.00	45.00	50.00	5.00
	Vo-Ag Shop	40.00	45.00	50.00	5.00
	Classroom	21.50	23.00	24.50	1.00
	School Kitchens Only	24.00	25.00	26.00	1.00

Two (2) or more classrooms rate: One-half (1/2) of single classroom rate per additional room.

V. Rental Rates - COMMUNITY ORGANIZATIONS (NON-PROFIT NON-SECTARIAN)

The following rates include only one (1) hour of custodial time. At the time of rental, an assessment of needed custodial time should be made and additional charges assessed. See Section II. E.

		Minimum Charges			
		2 Hours	3 Hours	4 Hours	Hourly Rate Beyond 4 Hours
Fergus High	Gymnasium	\$60.00	\$75.00	\$90.00	\$15.00
	Auditorium	60.00	75.00	90.00	15.00
	Classroom	20.00	21.00	22.00	1.00
	Cafeteria	23.00	26.00	29.00	3.00
	Library	23.00	26.00	29.00	3.00
Junior High	Gymnasium	40.00	45.00	50.00	5.00
	Auditorium	40.00	45.00	50.00	5.00
	Classroom	20.00	21.00	22.00	1.00
	Library	23.00	26.00	29.00	3.00
Lincoln	Board Room	20.00	21.00	22.00	1.00
Garfield	Gymnasium	35.00	40.00	45.00	5.00
	Classroom	20.00	21.00	22.00	1.00
	Library	23.00	26.00	29.00	3.00
Highland Park	Gymnasium	35.00	40.00	45.00	5.00
	Classroom	20.00	21.00	22.00	1.00
	Library	23.00	26.00	29.00	3.00
Lewis & Clark	Gymnasium	35.00	40.00	45.00	5.00
	Classroom	20.00	21.00	22.00	1.00
	Library	23.00	26.00	29.00	3.00
H.S. Shop	I. A. Shop	35.00	40.00	45.00	5.00
	Vo-Ag Shop	35.00	40.00	45.00	5.00
	Classroom	20.00	21.00	22.00	1.00
	School Kitchens Only	22.00	23.00	24.00	1.00

Two or more classrooms rate: Half of single classroom rates per additional room.

VI. Rental Rates (Track and Tennis Facilities)

1. Invitational Meets -- \$400 Track or \$200 Tennis Rental
Schools will be assessed a \$25.00 fee per team/\$50.00 fee per school (\$25 boys team/\$25 girls team) with exception to all 7C schools as their district contributed to the project.

~~Contributing Schools — Denton, Grass Range, Hobson, Judith Gap, Roy, Winnett and Winifred~~

2. Practice — \$25 fee per team/\$50 fee per school per day No charge for practice uses, with exception to reimbursement should damages occur.

VII. Montana High School Association (MHSA) Activities

1. Facility Fee -- \$100 per day when hosted by Fergus High School.
2. Facility fee for non-hosted MHSA activities will be at the non-profit rate found on page 4.
3. Custodial Fee fees and other associated fees will be charged on an actual cost basis, as needed.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

23

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

ITEM TITLE: FIRST READING—BOARD POLICY #5331—INSURANCE BENEFITS FOR EMPLOYEES

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #5331—Insurance Benefits for Employees. The District's new health provider requires that employees work a minimum of 20 hours per week before they are eligible for the District's health plan. Current Board policy establishes this threshold at 17.5 hours. The proposed policy change establishes eligibility at the greater of the benefit plan minimum or the District's current 17.5 hour requirement.

Board policy also does not specify the District's contributions toward employee health benefits. The revised policy documents our current practice.

Information being deleted from this policy has been marked with a ~~strikethrough~~; information being added has been highlighted.

SUGGESTED ACTION: Approve First Reading of Board Policy #5331—Insurance Benefits for Employees

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

FIRST READING

Lewistown School District

PERSONNEL

5331

Insurance Benefits for Employees

Newly hired employees will be eligible for insurance benefits offered by the District for the particular bargaining unit to which the employee belongs. Other employees will be offered benefits consistent with the District's benefit plan, with the exceptions noted below:

1. Classified employees who are less than half time (that is, who are regularly scheduled to work the greater of the District's benefit plan minimum or less than seventeen and one-half (17½) hours per week) will not be eligible for group health, dental, and life insurance, and will not be considered to be a member of the defined employee insurance benefit groups.

In the absence of a collective bargaining agreement, the District will pay classified insurance benefits as follows:

- Full time employees (classified employees contracted to work at least 35 hours per week): During the period of actual service, the District will pay the employee's portion of any District sanctioned group health and dental plan plus half of the premium for additional covered dependents. The District will also pay the employee premiums for the District sanctioned group life and disability insurance during the period of service. Premiums due for the months outside of service are the sole responsibility of the employee.
 - Half time employees (classified employees eligible for insurance, but contracted to work less than 35 hours per week): During the period of actual service, the District will pay half of the employee's portion of any District sanctioned health and dental plan plus 25% of the premium for additional covered dependents. The District will also pay the employee premiums for the District sanctioned life and disability insurance during the period of service. Premiums due for the months outside of service are the sole responsibility of the employee.
2. Any permanent employee who works half time or more is eligible for group health and/or dental insurance irrespective of the unit to which the employee belongs. All medical and dental insurance premiums shall be prorated in the amount of the full contract in terms of full-time equivalency times the District's maximum contribution as prescribed by the applicable collective bargaining agreement or Board policy.

If an eligible employee wishes to discontinue or change health insurance coverage, it is incumbent upon the employee to initiate the action by contacting the personnel office and completing the

appropriate forms. A medical examination at the expense of the employee may be required if the employee elects to join the District health insurance program after initially refusing coverage during the “open enrollment” (~~*July~~).

Anniversary dates of the health and dental insurance policies for the District shall be September 1st through August 31st.

Legal Reference: § 2-18-702, MCA Group insurance for public employees and officers
 § 2-18-703, MCA Contributions

Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

24

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

ITEM TITLE: APPROVE CONTRACTING WITH THE CLERK AND RECORDER'S OFFICE TO ACT AS ELECTION ADMINISTRATOR FOR SCHOOL ELECTIONS

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the proposal from Fergus County Clerk and Recorder to Conduct FY11 School Elections. 20-20-417, MCA provides that, "By June 1 of each year, the trustees of a district may request the county election administrator to conduct certain school elections during the ensuing school fiscal year." Attached is a quote from the Fergus County Clerk and Recorder's Office to conduct an election for the 2010-2011 School Year. Note that the cost is per election, so we will likely have two of these costs—one for the September Bond Election and one for the regular School Election in May. Note also that elections would be conducted by mail ballot. The proposed costs mirror those the District would incur anyway, except for an additional \$1300 for electronic ballot counting and the County's administration fee. Administration believes the benefits and time savings the automation offers more than justifies the additional costs.

SUGGESTED ACTION: Approve Contracting with the Clerk and Recorder's Office to act as Election Administrator for School Elections

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

Lewistown SD #1 - Mail Ballot Election Estimate

PRINTING	QUANTITY	TOTAL COST
Ballots	6,000	\$450.27
Affidavit Envelopes	6,000	\$503.22
Secrecy Envelopes	6,000	\$385.70
Mailout Envelopes	6,000	\$492.87
Instructions	6,000	\$60.00
Total		\$1,892.06

POSTAGE	QUANTITY	TOTAL COST
Ballots	6,000	\$2,640.00
Total		\$2,640.00

ES&S CODING	QUANTITY	TOTAL COST
650M	1	\$437.50
Ballot Types	1	\$62.50
Precincts	1	\$6.25
Ballot Faces	2	\$25.00
Contests/Issues	3	\$75.00
Candidate/Responses	7	\$43.75
Media Burn	2	\$20.00
AutoMark Language	1	\$285.00
AutoMark Candidates/Yes-No	7	\$56.70
AutoMark Ballot Faces	2	\$23.40
AutoMark Contests/Issues	3	\$35.10
Total	\$30.00	\$1,011.70

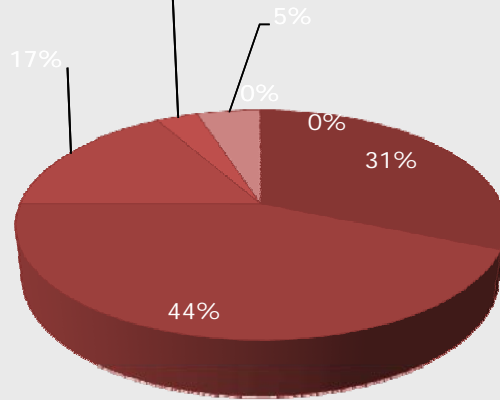
LEGAL ADS	QUANTITY	TOTAL COST
Close of Registration	3	\$87.00
ES&S Testing	2	\$24.00
Notice of Election	3	\$87.00
Total		\$198.00

MISCELLANEOUS	QUANTITY	TOTAL COST
Administration Fee	6,000	\$300.00
Total		\$300.00

Total Expenses **\$6,041.76**

Fergus County Clerk & Recorder/Election Administrator
 712 W Main St
 Lewistown, MT 59457
 Phone: (406) 535-5242
 Fax: (406) 535-9023
 clerkrecorder@co.fergus.mt.us

Actual Cost Breakdown



- PRINTING
- POSTAGE
- ES&S CODING
- LEGAL ADS
- MISCELLANEOUS

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

25

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

ITEM TITLE: APPROVE AUDIT CONTRACT FOR FY10-FY12

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the audit contract for FY10-FY12. State law requires annual audits of the Lewistown School District. This year, we completed a 3-year contract with Paul Strom and Associates, PC, and we must now engage an auditor for the next 3-year period. The Montana Department of Administration maintains a list of qualified local government auditors. Last month, I mailed Request for Proposals to about 10 of the most prominent school auditors on this list. Attached is a list of auditors who responded to the RFP and are interested in auditing our District.

From time to time, entities are well served to change auditors, since different auditors tend to focus on different aspects of the District's finances and internal controls. However, there is also clear reason to minimize the District's costs. Since all of the auditors are equally qualified to perform the work by virtue of meeting the state's requirements, first consideration should go to the lowest cost provider. As you can see, that provider is again Paul Strom and Associates, and administration recommends signing another 3-year contract with this firm.

SUGGESTED ACTION: Approve Audit Contract with Paul Strom and Associates for FY10-FY12

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS

Audit Proposals for FY2010 - FY2012

May 24, 2010

	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>3-year total</u>
Paul Strom and Associates	8,200	8,200	8,200	24,600
Denning, Downey & Associates	8,500	8,700	8,900	26,100
Galusha, Higgins, and Galusha	10,500	11,200	11,900	33,600
Olness & Associates, PC	11,750	12,000	12,250	36,000
Joseph Eve	31,500	32,400	33,000	96,900

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

26

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

ITEM TITLE: APPROVE EXTENSION OF GRASS RANGE BUS ROUTE INTO THE LEWISTOWN SCHOOL DISTRICT

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the request from Grass Range Public Schools to extend their bus route into the Lewistown School District as described on the attachment.

SUGGESTED ACTION: Approve Extension of Grass Range Bus Route into the Lewistown School District

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

Fergus County Bus Transportation Agreement

Out -of- District Approval
Out -of- County Approval

The Board of Trustees of Grass Range School District No.27, Fergus County and the Board of Trustees of Lewistown Public Schools No. 1, Fergus County, agree and approve the out of district/county approved bus route extensions to pick up students to attend the Grass Range School for the 2010-2011 school year.

This agreement is a blanket coverage for students who are transported by District 27 buses to attend Grass Range School.

Description of Route: Lemon Route

The Grass Range (Cheadle) bus enters the Lewistown District on Highway 87, proceeds west for approximately 1/4 miles to Stillman Road (Lemon). Picks up students, turns around and heads back to the Grass Range District on Highway 87.

Individual Transportation Contracts will be approved on another Attendance and Transportation Agreement.

Board Chairman

Board Chairman

Grass Range School Dist # 27

Lewistown Public Schools Dist #1

Date _____

Date _____

Approved by Fergus County Transportation Committee:

Yes _____ No _____ Date: _____

County Transportation Committee Chairman

Approved by Wheatland County Transportation Committee:

Yes _____ No _____ Date: _____

County Transportation Committee Chairman

* Proposed new bus routes must follow current laws, approval between school districts and approved by the Fergus County Transportation Committee.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

27

Minutes/Claims Board of Trustees Superintendent's Report

Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE FERGUS COUNTY INVESTMENT RESOLUTION

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve the resolution for the 2010-2011 Investment Program for the Lewistown Public Schools as presented by the Fergus County Commissioners.

SUGGESTED ACTION: Approve Fergus County Investment Resolution

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

FERGUS COUNTY INVESTMENT RESOLUTION

WHEREAS, the Fergus County Commissioners have established an investment program incorporating all county and school districts' cash on deposit with the County Treasurer, which will be administered through the County Treasurer's Office;

WHEREAS, all research indicates that School District No. 1 interest revenue will be increased appreciably by participation in the County Investment Program;

WHEREAS, while participating in the Fergus County Investment Pool, all monies will be invested by the County Treasurer, and there will be no individual investments for any one entity.

NOW, THEREFORE, BE IT RESOLVED, that School District Number 1, Fergus County, will participate in the Fergus County Investment Program from July 1, 2010 through June 30, 2010 and pay the 2 % investment program administrative fee from the resultant and interest revenue.

BE IT FURTHER RESOLVED that the Board of Trustees appoint Mike Waterman,(By-laws Article 11, Section Id) as our representative to the Fergus County Investment Committee.

BE IT FURTHER RESOLVED, that the Fergus County Treasurer is hereby designated the agent of School District No. One, Fergus County, for the purpose of investing all available cash of the School District.

DATED this 24th day of May, 2010.

CHAIRPERSON, BOARD OF TRUSTEES
SCHOOL DISTRICT NO. ONE

ATTEST:

SCHOOL DISTRICT CLERK
SCHOOL DISTRICT NO. ONE

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

28

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

ITEM TITLE: APPROVE CREATING A SAVINGS ACCOUNT AT FIRST BANK OF MONTANA

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 05/24/2010

SUMMARY:

The Board of Trustees needs to approve creating a Savings Account at First Bank of Montana. The first payment on the District's QZAB bond is due June 15, and a check will be brought to the Board at the June 14 meeting. The payment will be deposited to a 'sinking fund': essentially a savings account that will grow and earn interest until the bond matures on June 15, 2017. The District would like to establish the account in advance of this payment so the payment can be made in a timely manner. To do so, First Bank of Montana recommends an official act of the Board authorizing the account's creation and signatories. Administration recommends the Board Chair and District Clerk as the two authorized signatories on the account.

SUGGESTED ACTION: Approve Creating a Savings Account at First Bank of Montana

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

29

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

ITEM TITLE: APPROVE AWARDING HIGHLAND PARK ELEMENTARY ASBESTOS ABATEMENT BID TO THE CANDIDATE SELECTED BY THE BID OPENING COMMITTEE

Requested By: Board of Trustees **Prepared By:** Paul Stengel **Date:** 05/24/2010

SUMMARY:

On Monday, May 24, 2010, at 2:00 p.m. Paul Stengel, Maintenance Supervisor, and Jeremy Bristol, Trustee, opened the sealed bids for the Highland Park Elementary Asbestos Abatement as advertised. The Board of Trustees needs to approve the candidate selected by the Bid Opening Committee as the contractor for this job.

SUGGESTED ACTION: Approve Awarding Highland Park Elementary Asbestos Abatement Bid to the Candidate Selected by the Bid Opening Committee

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

30

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

ITEM TITLE: APPROVE AWARDING GARFIELD ELEMENTARY ASBESTOS ABATEMENT BID TO THE CANDIDATE SELECTED BY THE BID OPENING COMMITTEE

Requested By: Board of Trustees **Prepared By:** Paul Stengel **Date:** 05/24/2010

SUMMARY:

On Monday, May 24, 2010, at 2:00 p.m. Paul Stengel, Maintenance Supervisor, and Jeremy Bristol, Trustee, opened the sealed bids for the Garfield Elementary Asbestos Abatement as advertised. The Board of Trustees needs to approve the candidate selected by the Bid Opening Committee as the contractor for this job.

SUGGESTED ACTION: Approve Awarding Garfield Elementary Asbestos Abatement Bid to the Candidate Selected by the Bid Opening Committee

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/24/2010

Agenda Item No.

31

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

ITEM TITLE: APPROVE AWARDING LEWIS & CLARK ELEMENTARY ASBESTOS ABATEMENT
BID TO THE CANDIDATE SELECTED BY THE BID OPENING COMMITTEE

Requested By: Board of Trustees **Prepared By:** Paul Stengel **Date:** 05/24/2010

SUMMARY:

On Monday, May 24, 2010, at 2:00 p.m. Paul Stengel, Maintenance Supervisor, and Jeremy Bristol, Trustee, opened the sealed bids for the Lewis & Clark Elementary Asbestos Abatement as advertised. The Board of Trustees needs to approve the candidate selected by the Bid Opening Committee as the contractor for this job.

SUGGESTED ACTION: Approve Awarding Lewis & Clark Elementary Asbestos Abatement Bid to the Candidate Selected by the Bid Opening Committee

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

THE BOARD OF TRUSTEES OF LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

2009-2010 GOALS AND STRATEGIC OBJECTIVES

Lewistown Public Schools, as entrusted by the Lewistown Community, provides children with an accountable, high quality, rigorous education in a safe, nurturing environment; developing the full potential of each child and preparing them for lifelong success in their personal lives and careers, wherever they may be in the world.

Goal Area 1: Measurable Student Achievement

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed an outstanding educational program that ensures that every student achieves the highest academic performance possible and has multiple opportunities to actively participate in both co-curricular and extra-curricular activities offered by our District. We use a multitude of measures to gauge student performance based on district-created progress goals. We adequately prepare students for their career/job choices and life choices. Our staff is highly supporting and enthusiastic about our differentiated approach to instruction.*

Strategic Objectives:

1. Support staff as they find ways to motivate students in the required testing process.
2. Implement (maximize the positives, minimize and/or alleviate the negatives) whatever recommendations are approved by the Board during 2008-2009 regarding full-time kindergarten.

Goal Area 2: Facilities

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed a state-of-the-art facilities program that meets the needs of our students and staff on a long-term basis. We have prioritized our facility needs and have a plan in place for resources necessary to achieve our facilities program. Our facilities program is fully supported by our community. In planning for our facilities, we have adequately addressed the issue of technology and incorporated that in to our facilities plan.*

Strategic Objectives:

1. Complete the process to develop, with staff and community, a 10-year facilities plan. Research financing options, and develop and implement a plan to secure community understanding and approval of it.
2. Conclude by February 28, 2010, a feasibility study about how to get out of the Lincoln Building, secondary to results of the Facility Study and Plan.

Goal Area 3: Community / Parental Engagement

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has created an environment of collaboration and transparency with families of students and with our community as a whole. Families of students are actively involved in their children's education. The community is highly engaged in helping provide the best education possible for our children. As a result of our community's and family's commitment to public education, we have established a collaborative approach to solving public education issues that includes our local legislators.*

Strategic Objectives:

1. Obtain data on parent use of Infinite Campus portal and utilize data to increase usage.
2. Implement steps to reach out to the community (don't wait for people to come to us), such as: visiting local coffee clubs, radio programs, newspaper articles and columns/opinions (from staff, administrators and trustees).
3. Assess our efforts to reach out to the community – including steps taken during 2008-2009 – and fine tune and improve for 2009-2010.

Goal Area 4: Technology

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed a technology plan that incorporates regular upgrades of both hardware and software and training of staff on existing and new programs. We have successfully incorporated technology into our facilities and all aspects of our educational program in a methodical and effective manner that prepares our students for the real world. We have systems in place to ensure the safety of our students and compliance with District standards.*

Strategic Objectives:

1. Keep technology infrastructure current and sound (routers, switchers, servers, internet service and work stations). Continue to prevent problems and keep technology accessible (security, filtering, preventative updates).
2. Develop a plan to insure that we are investigating and, wherever necessary and affordable, implementing new technologies for cost-efficient delivery of technology for students and staff (such as expanding terminal services, implementing virtualization, proven open-source software solutions).
3. Encourage and support the expanded use of instructional aids for the classroom (projectors, interactive white boards, document cameras).
4. Develop and implement efforts to develop a consistent approach/philosophy by our staff to the use of technology in the classroom as an effective and proven learning tool.
5. Insure that, beginning in 2009-10, the technology staff is consulted and included in textbook/publisher decisions as these decisions increasingly have technology components and impacts.
6. Develop and implement a plan to address the technology generational gap (between staff and students).
7. Determine if and how the district should help educate parents about the ways their children use technology (in and out of school, for good and bad reasons).
8. Develop a timeline on researching, understanding and implementing a plan to leverage social networking and other technology to support better teaching and learning by expanding student-to-student and student-to-faculty connections for collaborating beyond the classroom.

Goal Area 5: Highly Qualified Staff

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed a recruitment and retention program to ensure that the District hires and retains high quality, effective personnel. Our teachers and other staff have been provided professional development opportunities that directly correlate to the high academic standards set by the District. Our teachers and other staff have embraced the use of technology into all aspects of our educational programs. The staff shares the vision of the Board in providing differentiated educational programs in order to meet the needs of our students and in achieving the District's high academic standards.*

Strategic Objectives:

1. Seek input from staff on non-financial ways to make jobs more rewarding.
2. Seek to remain competitive with classified, certified and administrative wages and benefits.
3. By September 30, 2009, assess and implement efforts to improve communication with our staff (including roundtables, regular building visits by administrators and suggestions from staff).

Goal Area 6: Fiscal Management/Responsibility

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has secured adequate, sustainable funding from the State and has developed a process to prioritize the financial resources that we have according to the educational goals set by the District. We have secured funding sources that are not earmarked for specific causes and have the discretion to determine where funds are needed in order to achieve our high standards and our goals. Through our community engagement initiative, our community understands our budgeting process, they support our schools and they understand our needs and the strategic direction of our District.*

Strategic Objectives:

1. Review all financial processes; streamline and consolidate these processes where possible; find ways to improve efficiencies and accountability in our financial processes while reducing, if possible, staff frustration with them.
2. Seek ways, prior to January 1, 2010, to better involve staff in budget development.
3. Carefully assess specific ways in which we can involve community, staff and the Board in better maintaining a strong and influential presence in the next Montana Legislature (2011).
4. The Lewistown Schools leadership team works with outlying communities to determine what cooperative efforts can be made to make the best use of limited resources.
5. Conclude, prior to August 15, 2010, a review of the Strategic Plan with the adoption of new one-year goals and objectives (2010-2011) and two-year goals and objectives (2011-2012). Revisit our five-year goals and objectives and insure they still represent appropriate and realistic milestones on our way to our 20-year vision.
6. Need to have budget talks with projections early in the fall with an idea for retirement incentives, etc. by November 2009.
7. Have budget projections and potential cuts presented to the public before the School Election held in May of 2010.

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.

BOARD OF TRUSTEES

Jeremy Bristol
Jennifer Granot
Becky Jackson
Stan Monger
Lisa Pierce
Mary Schelle
Monte Weeden

LEWISTOWN PUBLIC SCHOOLS
2009-2010 SCHOOL CALENDAR

A. Pupil Instruction

First Semester				89 Days	Second Semester				91 Days
FIRST QUARTER				DAYS	THIRD QUARTER				DAYS
First Week	Aug	25 -- Aug	28	4	First Week	Jan	25 -- Jan	29	5
Second Week	Aug	31 -- Sept	4	5	Second Week	Feb	1 -- Feb	5	5
Third Week	Sept	8 -- Sept	11	4	Third Week	Feb	8 -- Feb	12	5
Fourth Week	Sept	14 -- Sept	18	5	Fourth Week	Feb	15 -- Feb	19	5
Fifth Week	Sept	22 -- Sept	25	4	Fifth Week	Feb	22 -- Feb	25	4
Sixth Week	Sept	28 -- Oct	2	5	Sixth Week	Mar	1 -- Mar	5	5
Seventh Week	Oct	5 -- Oct	9	5	Seventh Week	Mar	8 -- Mar	12	5
Eighth Week	Oct	12 -- Oct	14	3	Eighth Week	Mar	15 -- Mar	19	5
Ninth Week	Oct	19 -- Oct	23	5	Ninth Week	Mar	22 -- Mar	26	5
Tenth Week	Oct	26 -- Oct	30	5	Tenth Week	Mar	29 -- Mar	30	2
				45					46

SECOND QUARTER				DAYS	FOURTH QUARTER				DAYS
First Week	Nov	2 -- Nov	4	3	First Week	Mar	31 -- Apr	1	2
Second Week	Nov	9 -- Nov	13	5	Second Week	Apr	6 -- Apr	9	4
Third Week	Nov	16 -- Nov	20	5	Third Week	Apr	12 -- Apr	16	5
Fourth Week	Nov	23 -- Nov	24	2	Fourth Week	Apr	19 -- Apr	23	5
Fifth Week	Nov	30 -- Dec	4	5	Fifth Week	Apr	26 -- Apr	30	5
Sixth Week	Dec	7 -- Dec	11	5	Sixth Week	May	3 -- May	7	5
Seventh Week	Dec	14 -- Dec	18	5	Seventh Week	May	10 -- May	14	5
Eighth Week	Jan	4 -- Jan	8	5	Eighth Week	May	17 -- May	21	5
Ninth Week	Jan	11 -- Jan	15	5	Ninth Week	May	24 -- May	28	5
Tenth Week	Jan	19 -- Jan	22	4	Tenth Week	Jun	1 -- Jun	4	4
				44					45

B. Pupil Instruction Related Days (No School for Students)

		Totals
August 21	All Staff Orientation/PIR	1.0
August 24	PIR	1.0
September 21	PIR	1.0
October 15-16	Staff Development Days - Teachers Convention	2.0
November 4-5	Parent Teacher Conferences (Evening on 4th, All Day on 5th)	1.5
January 18	PIR	1.0
April 8	Parent Teacher Conference (Evening ONLY--Regular School Day for Students)	0.5
Floating	One Day PIR (or Two 1/2 Days)	0.5
		9.0

2009-2010		
Regular Board Meetings		
July	27	5:30 p.m.
Aug.	10	5:30 p.m.
Aug.	24	7:00 p.m.
Sept.	14	7:00 p.m.
Sept.	28	7:00 p.m.
Oct.	12	7:00 p.m.
Oct.	26	7:00 p.m.
Nov.	9	7:00 p.m.
Nov.	23	7:00 p.m.
Dec.	14	7:00 p.m.
Jan.	11	7:00 p.m.
Jan.	25	7:00 p.m.
Feb.	8	7:00 p.m.
Feb.	22	7:00 p.m.
Mar.	8	7:00 p.m.
Mar.	22	7:00 p.m.
Apr.	12	7:00 p.m.
Apr.	26	7:00 p.m.
May	10	7:00 p.m.
May	24	7:00 p.m.
June	14	5:30 p.m.
June	28	5:30 p.m.

C. Holidays (Dates Inclusive)

September 7	Labor Day
September 21	PIR (Vacation Day for Students)
October 15-16	Fall Vacation (Teachers -- Convention)
November 5	Parent Teacher Conferences (Vacation Day for Students)
November 6	Vacation Day
November 25-27	Thanksgiving Vacation
December 21-January 1	Christmas Vacation
January 18	PIR (Vacation Day for Students)
February 26	Vacation Day
April 2-5	Spring Break
May 31	Memorial Day