

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

Monday, March 8, 2010

BOARD ROUNDTABLE DISCUSSION—FHS STUDENTS

5:00 P.M. TO 7:00 P.M.

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Recognition—Fergus High School Wrestling Team
4. Presentation—Fergus High School FCCLA
5. Presentation—Paul Strom, Audit Results
6. Discussion—Facilities
7. Discussion—2010-2011 General Fund Budgets
8. Report—Student Representative
9. Report—Committees of the Board
10. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

11. Report—Investment
12. Report—Election Update
13. Other Items

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

15. Minutes of the February 22, 2010, Regular Board Meeting

APPROVAL OF CLAIMS

16. Claims

CONSENT GROUP ITEMS

17. Approve Substitute(s)

INDIVIDUAL ITEMS

18. Approve Personnel Report
19. Approve School Improvement Plan for Elementary Library Deficiency
20. Approve ARRA Part B Federal Flow-Through Application to CMLRCC for Special Education Expenses for Lewistown Elementary Schools

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

03/08/2010

Agenda Item No.

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- Minutes/Claims
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ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL WRESTLING TEAM

Requested By: Board of Trustees **Prepared By:** Chad Armstrong **Date:** 03/08/2010

SUMMARY:

The Board of Trustees would like to recognize and congratulate the Fergus High School Wrestling team and coaches on their successful season.

FHS Wrestling Team: 119 lbs—John Chamberlin/Dylan Kelly; 125 lbs—Tre Yaeger; 130 lbs—Jim Malone/Jerime Granot; 135 lbs—Dexter Trask; 140 lbs—**Ryan Martin (1st Place at State)**/Jacob Sanford; 145 lbs—**Rex Martin (3rd Place at State)**; 152 lbs—Josh Mills; 160 lbs—**Connor Malone (1st Place at State)**/Greg Menini; 171 lbs—Styles Moody; 189 lbs—Devin Alaers; Heavyweight—Michael Grace.

FHS Wrestling Coaches: Chad Armstrong, Head Coach; Mark Malone, Assistant Coach; Vic Feller and Loren Mack, Volunteer Coaches.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
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ITEM TITLE: PRESENTATION—FERGUS HIGH SCHOOL FCCLA

Requested By: Board of Trustees **Prepared By:** Karen Durbin **Date:** 03/08/2010

SUMMARY:

Gena Bass, Taylor Machler, and Taylor Scott, members of the Fergus High School FCCLA, would like to share a shortened version of the Allergy presentation that they are presenting to the elementary schools with the Board of Trustees.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

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ITEM TITLE: PRESENTATION—PAUL STROM, AUDIT RESULTS

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 03/08/2010

SUMMARY:

Paul Strom with Strom & Associates, PC, will discuss with the Board of Trustees the results of the audit conducted for the year ending June 30, 2009.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

STROM & ASSOCIATES, PC
P.O. Box 1980
Billings, Montana 59103

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

A. SUMMARY OF AUDITOR'S RESULTS

1. The auditor, Strom & Associates, PC, has issued an unqualified opinion on School District No. 1's financial statements as of and for the year ended June 30, 2009.
2. Our audit disclosed 1 significant deficiency in internal controls that is not considered to be a material weaknesses relating to internal controls over financial reporting and its operation.
3. Our audit disclosed no noncompliance which was material to the financial statements of School District No. 1.
4. Our audit disclosed no significant deficiencies that are considered to be material weaknesses relating to internal controls over major federal awards programs.
5. The auditor, Strom & Associates, PC, has issued an unqualified opinion on School District No. 1's compliance with major federal awards programs as of and for the year ended June 30, 2009.
6. The audit disclosed no audit findings that are require reporting under section .510 of OMB Circular A-133.
7. The major programs for Lewistown School District No. 1 for the year ended June 30, 2009 were Title I Part A and National School Lunch Program.
8. The threshold used to distinguish between Type A and type B programs was \$300,000. Lewistown School District No. 1 has Title I Part A as a type A program.
9. This school district does not qualify as a low risk audit client.

B. Findings relating to the financial statements which are required to be reported in accordance with "Governmental Auditing Standards."

FINDING NUMBER 1 – RETIREMENT 2008:

This finding was resolved in fiscal year 2009.

FINDING NUMBER 2 – CHECKING ACCOUNT 2008:

This finding was resolved in fiscal year 2009.

FINDING NUMBER 3 – STUDENT ACTIVITIES 2009:

The finding is that not all bank accounts are being included in the monthly cash reconciliation and one investment account was not an allowable investment. Proper internal control requires all bank accounts to be reconciled on a monthly basis. MCA 7-6-202 does not allow school money to be invested in corporate stock. The effect is under reported cash and noncompliance with MCA.

Recommend all student activity bank accounts be reconciled on a monthly basis and the investment account be transferred into an allowable investment.

C. Findings and questioned costs for Federal awards, as defined in section .510 (a) of OMB Circular A-133.

The audit disclosed no findings or questioned costs relating to federal awards as defined in section .510 (a) of OMB Circular A-133.

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ITEM TITLE: DISCUSSION—FACILITIES

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 03/08/2010

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						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

Decision Criteria/Improvements Desired/Issues to Address	Add on to Lewis and Clark School	Add 6-8 middle school to FHS	Build new middle school	Remodel LJHS	High-priority improvements at elementaries	Remodel LJHS and high-priority improvements at elementaries
Cost Estimate	\$3,821,500	\$12,433,800	\$12,570,250	\$9,545,870	\$2,641,630	\$12,187,500
Quantifiable improvement in student achievement (i.e., increased math, science, and reading test scores and graduation rates)?						
Alleviate space, safety, and functionality concerns at elementary buildings?						
Alleviate space, safety, and functionality concerns at Lewistown Junior High School?						
Meets needs if enrollment grows?						
Meets needs if enrollment declines?						
Efficient use of resources to better educate kids (money, staff, time)?						
Is it feasible on the site?						
Within financial bonding capacity?						
Is it supportable by a majority of taxpayers?						

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ITEM TITLE: DISCUSSION—2010-2011 GENERAL FUND BUDGETS

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 03/08/2010

SUMMARY:

Following are preliminary FY11 General Fund budgets for Lewistown Elementary and Fergus High School. As you can see, we face significant shortages in both districts—even if we obtain voter approval for the maximum levy amounts. The maximum levy amounts that can be voted on are set at \$111,435 for the elementary and \$2,223 for the high school.

SUGGESTED ACTION: Discussion

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS

FY2011 Preliminary General Fund Budget Analysis

March 4, 2010

	Elementary FY2011	High School FY2011
Total Projected Expenditures	5,677,170	3,347,305
Highest Budget Without a Vote	5,494,399	3,283,795
Highest Budget With a Vote	5,605,834	3,286,018
Maximum Voted Amount	111,435	2,223
Surplus/(Shortfall) Without a Vote	(182,772)	(63,509)
Surplus/(Shortfall) With a Vote	(71,336)	(61,286)

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ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Taylor Machler **Date:** 03/08/2010

SUMMARY:

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

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

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ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees **Prepared By:** Committee **Date:** 03/08/2010

SUMMARY:

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

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

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

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 03/08/2010

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						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

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- Minutes/Claims
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ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Mike Waterman **Date:** 03/08/2010

SUMMARY:

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

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

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

INVESTMENT INCOME DISTRIBUTION REPORT
SCHOOL DISTRICT NO.1, FERGUS COUNTY
February 28, 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: 2/1/2010 - 2/28/2010
ELEM INVESTMENT INCOME: \$1,605.12
HS INVESTMENT INCOME: \$799.70

FUND	CASH BALANCE	%	CURRENT INTEREST	YTD INTEREST
ELEMENTARY DISTRICT:				
101 GENERAL	840,404.19	16.03%	257.23	5,163.24
110 TRANSPORTATION	384,461.75	7.33%	117.67	2,440.49
111 BUS DEPRECIATION	886,998.50	16.91%	271.49	5,846.63
112 FOOD SERVICE	166,058.48	3.17%	50.83	965.23
113 TUITION	0.00	0.00%	0.00	0.00
114 RETIREMENT	695,875.74	13.27%	212.99	4,393.41
120 RENTAL	7,654.55	0.15%	2.34	51.25
121 COMPENSATED ABSENCES	50,314.11	0.96%	15.40	332.59
124 METAL MINES	83,553.91	1.59%	25.57	552.31
128 TECHNOLOGY	79,140.75	1.51%	24.22	463.83
129 FLEXIBILITY	70,205.45	1.34%	21.49	436.72
150 DEBT SERVICE	57,259.96	1.09%	17.53	202.08
160 BUILDING	1,550,987.15	29.58%	474.72	10,765.89
161 BUILDING RESERVE	330,437.86	6.30%	101.14	2,024.77
184 STUDENT ACTIVITIES	40,828.11	0.78%	12.50	238.46
ELEMENTARY TOTAL	5,244,180.51	100.00%	1,605.12	33,876.90
HIGH SCHOOL DISTRICT:				
201 GENERAL	565,411.96	20.21%	161.62	3,217.89
210 TRANSPORTATION	250,811.24	8.96%	71.69	1,481.13
211 BUS DEPRECIATION	474,568.27	16.96%	135.65	2,921.47
213 TUITION	199.66	0.01%	0.06	0.65
214 RETIREMENT	323,299.36	11.56%	92.41	2,013.38
217 ADULT EDUCATION	27,440.54	0.98%	7.84	182.50
218 DRIVERS EDUCATION	24,418.73	0.87%	6.98	182.73
220 RENTAL	11,550.52	0.41%	3.30	68.13
221 COMPENSATED ABSENCES	24,758.92	0.88%	7.08	153.00
224 METAL MINES	159,920.68	5.72%	45.71	988.18
228 TECHNOLOGY	74,654.42	2.67%	21.34	409.17
229 FLEXIBILITY	69,396.71	2.48%	19.84	394.19
260 BUILDING	64,330.92	2.30%	18.39	397.52
261 BUILDING RESERVE	464,363.75	16.60%	132.74	2,721.72
281 ENDOWMENT FUNDS	88,095.78	3.15%	25.18	537.79
282 INTERLOCAL AGREEMENT	130,414.61	4.66%	37.28	1,033.99
284 STUDENT ACTIVITIES	44,043.80	1.57%	12.59	371.65
HIGH SCHOOL TOTALS	2,797,679.87	100.00%	799.70	17,075.09
GRAND TOTALS	8,041,860.38		2,404.82	50,951.99

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ITEM TITLE: REPORT—ELECTION UPDATE

Requested By: Superintendent **Prepared By:** Mike Waterman **Date:** 03/08/2010

SUMMARY:

Mike Waterman, Business Manager/Clerk, will report on the election calendar and procedures for 2010.

Attached are the Terms of Office Listing and the 2010 School Election Calendar.

SUGGESTED ACTION: Informational

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
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Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

As currently exists, Board members terms of office are as follows:

	Expire 2010	Expire 2011	Expire 2012
SCHOOL DISTRICT #1	Jeremy Bristol Dave Byerly	Jennifer Granot Becky Jackson Stan Monger	Mary Schelle Monte Weeden

School District #1 Two (2) - Three (3) Year Terms:

_____ 3 year term (to expire in 2013)

_____ 3 year term (to expire in 2013)

Petitions Filed for Nomination of School Board Trustee:

MAY 4, 2010
SCHOOL ELECTION CALENDAR

<p style="text-align: center;">December 20, 2009 through March 25, 2010</p>	<p>Trustee candidates file for election. Nomination petition and Oath of Candidacy must be filed with election administrator. No person signing a petition may sign more nomination petitions than there are trustee positions open. NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS HE OR SHE MEETS THIS DEADLINE.</p> <p>Candidates from county high school districts with enrollments of 2,000 or more or first-class districts in counties with populations of 15,000 or more must file a form C-1-A, and if desired, a form C-3 with the district clerk and Montana Commissioner of Political Practices within 5 days of filing for office. (13-10-201(6), 13-37-201, 20-3-305 and 20-3-344, MCA) [No earlier than 135 days, or no later than 40 days before election.]</p>
<p style="text-align: center;">End of January</p>	<p>Contact the Montana Commissioner of Political Practices (MCP) office at (406) 444-2942 if you are in (1) a first-class district located in a county with populations of 15,000 or more, OR (2) a county high school district with an enrollment of 2,000 or more and did NOT receive a notice and a packet of information from the MCP. (13-37-206, MCA)</p>
<p style="text-align: center;">**Updated in 2009** (SB 276) Changes</p>	<p>County election administrator mails address confirmation forms to electors who have requested absentee ballots for subsequent elections. The county election administrator will mail the address confirmation forms in January. You still must contact your county election administrator for the permanent absentee ballot list.</p>
<p style="text-align: center;">February 18, 2010</p>	<p>First day elector can request an absentee ballot. Voters who wish to vote absentee may request an absentee ballot in writing or in person starting at this date until noon the day before the election. Remember to include the following on the application for absentee ballot:</p> <ul style="list-style-type: none"> ● A section on the form allowing the voter to become part of the permanent absentee list <p>(13-13-211 and 13-13-214, MCA) [75 days before election]</p>
<p style="text-align: center;">March 25, 2010</p>	<p>Trustees call for an election. At least 40 days before the election, the trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) the polling site(s) (if changed from previous school election); and 4) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot. The resolution must be delivered to the county election administrator at least 35 days before the election, but it need NOT be posted. The trustees must also appoint three election judges per precinct. The resolution should appear in the board minutes. An election may also be called by the county superintendent, county commissioners, board of public education or the trustees of a community college. 20-20-401, 20-20-201, and 20-20-203, MCA</p>
<p style="text-align: center;">March 30, 2010</p>	<p>Last day to file resolutions for school election with county election administrator. (20-20-201(2), MCA) [no later than 35 days before election]</p>
<p style="text-align: center;">April 4, 2010 (Next Business Day is April 5, 2010)</p>	<p>Voter registration closes. A voter must register by this deadline to vote in the school election. County election administrator prepares registration list. It is not necessary to publish any notice of closing of voter registration. (20-20-311 and 20-20-312, MCA) [30 days before election]</p>

<p>April 4 – April 14, 2010</p>	<p>Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district AND posted in at least three public places in the district, provided that in incorporated cities and towns at least one notice must be posted in each ward or precinct. Radio or television notice may supplement the notice. The notice must include 1) the date and polling places of the election, 2) polling place hours, 3) each proposition to be considered by the electorate, 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions and 5) where and how absentee ballots may be obtained. (20-20-204, MCA) [not less than 20 days or more than 30 days before election]</p>
<p>April 8, 2010 (By 5 p.m.)</p>	<p>Deadline for write-in candidate for a trustee position on a school board to file declaration of intent. (13-10-211(3), MCA) [not less than 26 days before the election]</p>
<p>April 8, 2010 (After 5 p.m.)</p>	<p>Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees cancel the trustee election. They must then give notice that a trustee election will not be held. (20-3-313, MCA)</p>
<p>By April 9, 2010</p>	<p>Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. See School Election Handbook for more information. Trustees must pass a resolution stating exact levy amounts by this date in order for the clerk to certify the ballot. This resolution must include the durational limit, if any, on the levy.</p> <p>[not less than 25 days before election] 13-12-201, 20-20-401, and 15-10-425, MCA</p>
<p>April 14, 2010</p>	<p>Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package.</p> <ul style="list-style-type: none"> ● The ballot ● Instructions for voting and returning the ballot ● A secrecy envelope, free of any marks that would identify the voter ● A self-addressed, return envelope with affirmation printed on the back of the envelope <p>(20-20-401, MCA) [at least 20 days prior to election]</p>
<p>April 22-May 24, 2010</p>	<p>Candidates who marked Box "C" on their form C-1-A must file form C-5 with the district clerk and Montana Commission of Political Practices. (13-37-226 (4), MCA) [12 days before and 20 days after the school election]</p>
<p>April 24, 2010</p>	<p>Last day to notify election judges of appointment. (20-20-203, MCA) [not less than 10 days before election]</p>
<p>February 18 until noon May 3, 2010</p>	<p>Deadline for absentee requests. Absentee ballots may be requested 75 days before the election but no later than noon the day before the election.</p> <p>*If the voter has a health emergency between 5 p.m. the Friday before the election (April 30) and noon on the election day (May 4), an emergency request for an absentee ballot may be made by noon on the election day (May 4.) (13-13-211, MCA)</p>
<p>May 3, 2010 (By 5 p.m.)</p>	<p>Absolute last day for write in candidates to file a declaration of intent (13-10-211, MCA) A declaration of intent may be filed after the deadline and until 5 pm the day before the election only if a candidate for the office that the write in candidate is seeking: dies, withdraws from the election or is charged with a felony offense.</p>

May 3, 2010	Deliver certified copy of the lists of registered electors for each polling place to the district by election administrator before the election day. District then delivers list(s) to election judges prior to opening of polls. (20-20-313, MCA)
May 4, 2010	Notify election judges of the names of write-in candidates
May 4, 2010	ELECTION DAY. (20-20-105, MCA) The election administrator must prepare polling places, print ballots, ensure election judges are present and conduct a fair and unbiased election. (Title 13, Chapter 13, and 20-20-203, 20-20-401, and 20-20-411, MCA)
April 22-May 24, 2010	Candidates who marked Box "C" on their form C-1-A must file form C-5 with the district clerk and Montana Commissioned of Political Practices. (13-37-226 (4), MCA) [12 days before and 20 days after the school election]
Following receipt of the tally sheets from all polls AND By May 19, 2010 (Next regular or special board meeting following the election)	Trustees canvass votes, issue certificates of election and publish results. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district. (20-20-415 and 416, MCA) [within 15 days after the election]
Within 15 days after receipt of certificate of election. (20-20-416 MCA)	Candidate completes and files oath of office with the County Superintendent. Newly elected trustees may not be seated until the oath is filed. (20-3-307, 20-1-202, 1-6-101, MCA)
May 15, 2010	Deadline for trustees to hold organizational meeting. (20-3-321, MCA)[not later than the third Saturday in May]
June 1, 2010	Deadline for trustees to request county election administrator to conduct school election for next year. (20-20-417, MCA)
Additional References:	
Sample forms can be found at this address. http://www.opi.mt.gov/SchoolFinance/ElecHB.html	
1-1-307, MCA. Postponement of day appointed for an action when it falls on a holiday or Saturday. Whenever any act of a secular nature, other than a work of necessity or mercy, is appointed by law or contract to be performed upon a particular day, which day falls upon a holiday or a Saturday, such act may be performed upon the next business day with the same effect as if it had been performed upon the day appointed.	
20-3-205, MCA. The county superintendent has general supervision of the schools of the county within the limitations prescribed by this title and shall perform the following duties or acts: (2) administer and file the oaths of members of the boards of trustees of the districts in the county in accordance with the provisions of 20-3-307.	
1-6-101, MCA. Every court, judge, clerk of any court, justice, notary public, and officer or person authorized to take testimony in any action or proceeding or to decide upon evidence has power to administer oaths or affirmations.	
(MASBO takes special care in preparation of the annual election calendar however, if you find a mistake or oversight, please notify the MASBO office so corrections can be noted in future newsletters and in future calendars. Thank You.)	



Distributed by:
Montana
Office of Public Instruction
Denise Juneau, State Superintendent

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

13

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 03/08/2010

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.

- ❖ School Presentations and Roundtables
- ❖ Hiring Update
- ❖ Staffing
- ❖ Assistant Principal Interviews—Possibly Last Week of March 2010
- ❖ Board Roundtable—Monday, March 22, 2010—**6:00-7:00 p.m.**—Administrative Council
- ❖ FHS Choir Concert—Thursday, March 11, 2010—7:00 p.m.—FCPA
- ❖ Eastern A Choral Festival—March 15-16, 2010—Billings
- ❖ SB/TN/TR—First Day of Practice—Monday, March 15, 2010
- ❖ LJHS Band Concert—Tuesday, March 16, 2010—7:00 p.m.—FCPA
- ❖ Cheerfest 2010—Saturday, March 20, 2010—FHS Fieldhouse—TBA

SUGGESTED ACTION: Informational

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

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

14

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

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

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 03/08/2010

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						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

15

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

ITEM TITLE: MINUTES

Requested By: Board of Trustees
Prepared By: Mike Waterman
Date: 03/08/2010

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the February 22, 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						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

MINUTES
LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA
FEBRUARY 22, 2010

The Board of Trustees of School District Number One and High School District Number One held a regular meeting Monday, February 22, 2010, at 7:00 p.m. in the Lincoln Building Board Room, Lewistown, Montana.

TRUSTEES PRESENT: Chairman Dave Byerly, Monte Weeden, Jennifer Granot, Becky Jackson, Stan Monger, Mary Schelle

ROLL CALL

STAFF PRESENT: Superintendent Jason Butcher, Business Manager/Clerk Mike Waterman, Sandi Chamberlain, Andrea Payne, Paul Stengel

OTHERS PRESENT: Student Representative Taylor Machler, Joe Zahler-KXLO/KLCM Radio, David Murray-Lewistown News-Argus, Dale Lambert, Debbie Parsons, Kevin Kepler, and other interested parties

TRUSTEES ABSENT: Jeremy Bristol

Dale Lambert led the group in the Pledge of Allegiance.

PLEDGE

The Board examined a criteria list which was developed to aid in evaluating construction options.

DISCUSSION -
FACILITIES

Taylor Machler, student representative to the Board, reported on current events taking place at Fergus High School.

REPORT -
STUDENT
REPRESENTATIVE

Board Committees. No committees have met.

REPORT -
COMMITTEES OF
THE BOARD

Calendar Items. None noted.

CALENDAR ITEMS

Registered electors can request absentee ballots starting February 18, 2010. All Petitions for Nomination of School Board Trustee are to be turned into the Business Office by 5:00 p.m. on March 25, 2010.

REPORT -
ELECTION
UPDATE

Superintendent Jason Butcher reviewed administrative restructuring for the 2010-11 school year. The Lewistown Public Schools 5-Year Plan has been completed and a copy of the report is available at every building. Jason also reported that he has been nominated as a candidate for the presidency of the Montana Association of School Superintendents (MASS) Members of the Board were also reminded of upcoming activities and events.

OTHER ITEMS

Kevin Kepler noted that two Fergus wrestlers, Ryan Martin and Connor Malone, won state championships.

PUBLIC
PARTICIPATION

Minutes of the Regular Board Meeting of February 8, 2010, were approved unanimously (Monger/Weeden). Minutes of the Special Board Meeting of February 10, 2010, were approved unanimously (Jackson/Monger).

APPROVAL OF
MINUTES

The claims referenced in the 2009-10 Bill Schedule and submitted through February 18, 2010, were approved unanimously (Monger/Jackson). The Board also consented to a check for approximately \$180 to purchase tickets for the Divisional tournament in Great Falls.

APPROVAL OF
CLAIMS

A motion to approve consent group items 13-15 was approved unanimously (Granot/Jackson).

CONSENT GROUP
ITEMS

13. Approve adding Chase Doney to the Substitute Custodians List.

APPROVE
SUBSTITUTE

14. Approve the calendar for the 2010-11 school year.

APPROVE 2010-
11 SCHOOL
CALENDAR

15. Approve the Lewistown Junior High School General Ledger Report for student activity accounts during January, 2010.

APPROVE
LEWISTOWN
JUNIOR HIGH
SCHOOL GENERAL
LEDGER REPORT

16. Approve the Personnel Report - see Exhibit A (Monger/Granot - unanimous).

APPROVE
PERSONNEL
REPORT

17. Approve second reading/adoption - Holidays Policy - #5333 (Granot/Schelle - unanimous).

APPROVE SECOND
READING/
ADOPTION -
HOLIDAYS
POLICY

The meeting was adjourned at 8:30 p.m. The next regular meeting will be held on March 8, 2010, at 7:00 p.m. in the Fergus High School Library (Jackson - unanimous).

ADJOURNMENT

DAVE BYERLY
BOARD CHAIRMAN

MIKE WATERMAN
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: February 22, 2010

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
WOLTERMANN, Rebecca	Third Grade Teacher	Garfield Elementary	Accept letter of resignation	June 30, 2010	See attached letter.
HUTCHINS, Mandie	Special Education Paraprofessional	Lewis & Clark Elementary	Approve revision of contract to reflect additional duties—AIDE II Step 1 up to 1.5 hours per day	February 22, 2010	See attached email memo.
BROWN, Robert A.	Custodian	Lewistown Junior High School	Accept letter of resignation	June 18, 2010	See attached letter.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

16

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** Sherry Martin **Date:** 03/08/2010

SUMMARY:

Approve claims paid through March 4, 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						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

17

<u>Agenda Items</u>	<u>Additional Information</u>
17. Approve Substitute(s)	

SUGGESTED ACTION: No Items to Approve

NOTES:

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

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 SUBSTITUTE(S)

Requested By: Board of Trustees
Prepared By: Sandi Chamberlain
Date: 03/08/2010

SUMMARY:

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

Substitute Teacher List:

Melissa Zachariassen Student Teacher at Highland Park

Substitute Bus Driver List:

Michael Sain, Jr.

Substitute Custodian List:

Nathanael Bussey

SUGGESTED ACTION: Approve Substitute(s)

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

18

- 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: 03/08/2010

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						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: March 8, 2010

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
NEARHOOF, Rich	Volunteer Wrestling Coach	Lewistown Junior High School	Approve appointment on a volunteer basis	March 8, 2010	See attached memo.



FERGUS HIGH SCHOOL
Jim Daniels, Athletic Director
Wendy Pfau, Athletic Secretary
(406) 535-2321 Fax: (406) 535-3835

TO: Jason Butcher, Superintendent of Schools
FROM: Jim Daniels A.D.
DATE: March 3, 2010
RE: Coaches

Please recommend to the Board of Trustees the following individual(s) for extracurricular activities for the 2009-2010 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.

Athletic Coaches:

Lewistown Junior High School

Wrestling

Rich Nearhoof Volunteer Coach

Thank you!

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

19

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

ITEM TITLE: APPROVE SCHOOL IMPROVEMENT PLAN FOR ELEMENTARY LIBRARY DEFICIENCY

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 03/08/2010

SUMMARY:

The Board of Trustees needs to approve the School Improvement Plan for the Elementary Library Deficiency as per attachment. The Lewistown Public Schools has been classified as deficient in the area of our Elementary Libraries by the Montana Board of Public Education.

SUGGESTED ACTION: Approve School Improvement Plan for Elementary Library Deficiency

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

NOTES:

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

Lewistown Public Schools School Improvement Plan for Elementary Library Deficiency March 2010

The Lewistown Public Schools has been classified as deficient in the area of our Elementary Libraries for years. We currently employ one FTE Library Media Specialist for our elementary school district which serves approximately 850 students. We also employ four Para-educators to serve our elementary school district. Two of those Para-educators are certified teachers with a Library (K-12) endorsement in the state of Montana.

The timeline for the actions that we have taken is as follows:

April 20, 2009 Advertised and began collecting applications for one FTE Library Media Specialist position in our elementary district. We had three completed applications and twelve inquires prior to May 12, 2009.

May 5, 2009 Elementary Mill levy fails in Lewistown and the elementary district is facing \$250,000.00 shortfall for the 2009-2010 school year.

May 12, 2009 Due to budget constraints and with much regret, the Lewistown School District Board of Trustees made the decision to not hire a Librarian for our elementary school district for the 2009-2010 school year.

March 3, 2010 In preparation for the 2010-2011 school year we plan to move one of our Title I teachers, Brenda Gruener, Folio #41895, who is certified as a Library Media Specialist, to serve as a .5 FTE Library Media Specialist and a .5 Title I teacher.

Our goal is to continue to closely examine our future budgets, continue to increase our Library Media Specialist FTE and by the 2012-2013 school year reach the current accreditation standard.

The breakdown of Library Media Specialist per school in our district for the 2010-2011 school year will be as follows:

- Highland Park School - .5 FTE
- Garfield School - .33 FTE
- Lewis and Clark School - .33 FTE
- Lewistown Junior High - .33 FTE

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/08/2010

Agenda Item No.

20

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

ITEM TITLE: APPROVE ARRA PART B FEDERAL FLOW-THROUGH APPLICATION TO
CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE FOR
SPECIAL EDUCATION EXPENSES FOR LEWISTOWN ELEMENTARY SCHOOLS

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 03/08/2010

SUMMARY:

Lewistown Public Schools needs to apply for Federal Special Education Funds from Central Montana Learning Resource Center Cooperative (CMLRCC). These funds will be used to pay salary and benefits for Special Education staff to assure implementation of student IEP's.

The Board of Trustees needs to consider and approve the School District's application for these needed funds.

SUGGESTED ACTION: Approve Elementary Flow-Though Application to CMLRCC

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

NOTES:

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

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

215 7th Avenue South
Lewistown, MT 59457

Director (406) 535-7454
Staff (406) 535-9012

**CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE
APPLICATION FOR
ARRA FUNDS FLOW THROUGH**

2009-10 SCHOOL YEAR

SECTION I

School Superintendent Jason Butcher Telephone 535-8777
School District Name Lewistown Elementary Number 0258
Address 215 7th Avenue South
Lewistown MT 59457
County Fergus

SECTION II

I, the undersigned authorized official of Lewistown Elementary
School District Number One located in Fergus
County submit this application to the Central Montana Learning Resource Center
Cooperative for ARRA Part B Flow-Through Funds. I also agree to provide Central
Montana Learning Resource Center Cooperative with an end of the year evaluation on
expenditures of all funds and data regarding student outcomes as a result of this funding.

Superintendent or Authorized District Official

School Board Chairperson

SECTION III (Central Montana Learning Resource Center Cooperative Use Only)

Project Number 14-9691-50-10-0258D
Budget Code 315.11.750.6200.930.258
Amount \$5447.00 Date 3-9-2010

SERVING SPECIAL STUDENTS IN
FERGUS, WHEATLAND, GOLDEN VALLEY, PETROLEUM, MUSSELSHELL AND
JUDITH BASIN COUNTIES

SECTION IV

Please give a brief description of how you intend to use this money, how you will assure Maintenance of Effort (MOE), and a brief description of how you will evaluate or document the expenditure of funds to improve student achievement.

ARRA Funds Requested	ARRA Funds Are Used For	Documentation/ Student Outcomes <small>(What data will be collected to document gains in student achievement?)</small>
<p>Salaries _____ \$3335.00</p> <p>Benefits _____ \$1112.00</p> <p>Contracted Services _____</p> <p>Travel _____</p> <p>Supplies _____ \$1000.00</p> <p>Equipment _____</p> <p>Other _____</p> <p>TOTAL ARRA PART B FUNDS APPLIED FOR _____ \$5447.00</p>	<p>Funds to be used for aide services to meet IEP needs of special ed students and purchase or materials for resource rooms.</p>	<p>Evaluation by student performance on MAP Skills Assessments.</p>

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

Dave Byerly, Chairman
 Jeremy Bristol
 Jennifer Granot
 Becky Jackson
 Stan Monger
 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