

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

Tuesday, December 29, 2009

SPECIAL BOARD MEETING

CALL TO ORDER (7:00 a.m.)

1. Roll Call
2. Pledge of Allegiance
3. Recognition of Parents, Patrons, and Others Who Wish to Address the Board

ACTION ITEMS

INDIVIDUAL ITEMS

4. Approve Claims
5. Approve Personnel

BOARD OF TRUSTEES

6. Discussion—Facilities

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

12/29/2009

Agenda Item No.

3

- 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:** 12/29/2009

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

12/29/2009

Agenda Item No.

4

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

ITEM TITLE: APPROVE CLAIMS

Requested By: Board of Trustees
Prepared By: Sherry Martin
Date: 12/29/2009

SUMMARY:

Approve claims paid through December 28, 2009, 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

12/29/2009

Agenda Item No.

5

- 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: 12/29/2009

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: December 29, 2009

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
HUFF, Miriam	Special Education Paraprofessional	Garfield Elementary	Approve revision of contract to reflect new position assignment—AIDE II Step 0 + Para for up to 4 hours per day for the remainder of the 2009-2010 School Year (105 days)	December 29, 2009	See attached memo. Miriam is a certified teacher with endorsements in Elementary Education and Reading Specialist.
GERLINGER, Anita	Library Aide	Garfield Elementary	Approve revision of contract to reflect change in duties—add AIDE I Step 0 for up to 7 hours per day for 2 days per week for the remainder of the 2009-2010 School Year (41 days)	December 29, 2009	See attached memo. Anita is currently working as a playground aide for the District.

Central Montana Learning Resource Center Cooperative

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

M E M O

DT: December 23, 2009

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

FR: Dale Lambert

RE: Restructuring of budget for aide position

I would like to request that you consider restructuring the use of ARRA funds previously requested by Lewistown Elementary Schools. Funds requested in September of 2009 for the speech aide position can be restructured to pay a long term speech aide substitute at approximately .6 FTE. The balance of these funds can then be used to create local stimulus, the implementation of a needed behavioral program at Garfield Elementary. This position would be as follows:

Miriam Huff:

Garfield Elementary

AIDE II Step 0 + Para

Up to 4 hours per day

ARRA Budget #: 115-40-750-1000-117-750

Memorandum

To: Jason Butcher, Superintendent
From: John Moffatt, Garfield Principal
Date: December 18, 2009
Re: Hiring Recommendation

Following is the hiring recommendation for Library Aide:

Anita Gerlinger	AIDE I Step 0	Up to 7 Hours per day/2 days per week For remainder of 2009-2010 SY (41 days)
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Anita is currently working as a playground aide. Her hours are being expanded to fill the library position vacated by Miriam Huff, who is now the special education aide at Garfield Elementary.

Thank you for your consideration of this request.

John Moffatt
Principal

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/29/2009

Agenda Item No.

6

- Minutes/Claims
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 Action - Consent
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ITEM TITLE: DISCUSSION—FACILITIES

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 12/14/2009

SUMMARY:

The Board of Trustees would like to continue the discussion on facilities and look at the cost information presented by JGA Architects at the December 14, 2009, Regular Board meeting for the options being considered.

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						

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