

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**  
215 Seventh Avenue South  
Lewistown, Montana 59457

**MONDAY, July 9, 2012**

**REGULAR BOARD MEETING**

**CALL TO ORDER (5:30 p.m.)**

1. Roll Call
2. Pledge of Allegiance

**BOARD OF TRUSTEES**

3. Presentation—Ted Murray, Montana Bus Driver of the Year
4. Discussion—Substitutes
5. Discussion—2011-2012 Annual Report
6. Report—Committees of the Board
7. Calendar Items, Concerns, Correspondence, Etc.

**SUPERINTENDENT'S REPORT**

8. Report—Investment
9. Other Items

**PUBLIC PARTICIPATION**

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

**ACTION ITEMS**

**MINUTES**

11. Minutes of the June 11, 2012, Regular Board Meeting

**APPROVAL OF CLAIMS**

12. None

**CONSENT GROUP ITEMS**

13. None

**INDIVIDUAL ITEMS**

14. Approve Fergus County Investment Resolution
15. Second Reading—Board Policy #5314—Substitutes
16. First Reading—Board Policy #5333—Holidays
17. Approve Self-Insurance Fund and Cafeteria/Flex Plan Fund
18. Approve Personnel Report

**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

07/09/2012

Agenda Item No.

3

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

ITEM TITLE: PRESENTATION—TED MURRAY, MONTANA BUS DRIVER OF THE YEAR

Requested By: Board of Trustees    Prepared By: Transportation    Date: 07/09/2012

**SUMMARY:**

The Board of Trustees would like to recognize and congratulate Ted Murray, Lewistown Public Schools Bus Driver, for being selected as the MHP School Bus Driver of the Year for 2012. The announcement was made at the 2012 Montana Association of Pupil Transportation (MAPT) Conference held in Great Falls on June 27-29, 2012.

**SUGGESTED ACTION:** Informational

Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

4

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

**ITEM TITLE:** DISCUSSION—SUBSTITUTES

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 07/09/2012

**SUMMARY:**

The Board of Trustees at the June 11, 2012, Board meeting started a discussion about substitute pay. Per request information was gathered as to how Lewistown compares to other Class A size school districts. That information is attached for your review.

The number of sub days for the 2011-2012 School Year was 1,388½ days. The breakdown of the substitutes for 2011-2012 is as follows: Certified (having a teaching license or a Master's Degree or higher) – 31; Certified Paraprofessional (having at least two years of college or an Associates or Bachelor's Degree – 26; others (high school diploma and/or some college – 9.

The rate of pay for a substitute teacher for the 2012-2013 School Year is \$72.00/day for Certified and \$67.00/day for Non-Certified.

**SUGGESTED ACTION:** Informational

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

## Current Substitute Pay Rates

Montana Class A Districts

June 21, 2012

| School               | Rate  |
|----------------------|---|
| Anaconda             | \$75/day  |
| Beaverhead County HS | \$70.02/day   |
| Belgrade             | \$90/day  |
| Columbia Falls       | \$70/day  |
| Frenchtown           | \$80/day; \$40/half day   |
| Glendive             | Non certified: \$11.07/hour; certified \$12.10/hour--3 hours guaranteed |
| Hamilton             | \$65 - \$75 depending on experience                                     |
| Hardin               | \$70 - \$95 per day, depending on qualifications & experience           |
| Havre                | \$75/day  |
| Laurel               | Non certified: \$8/hour; certified: \$70/day or \$35/half day           |
| Lewistown            | \$67 - \$77 per day, depending on qualifications & experience           |
| Miles City           | \$8.75/\$10.25/\$12.25 per hour, depending on length of sub engagement  |
| Sidney               | \$80/day with college degree, \$66/day without                          |
| Whitefish            | \$70/day  |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

5

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

**ITEM TITLE:** DISCUSSION—2011-2012 ANNUAL REPORT

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 07/09/2012

**SUMMARY:**

The Lewistown Public Schools 2011-2012 Annual Report is attached for the Board of Trustees to review. This report will be placed on the next agenda as an action item for approval.

**SUGGESTED ACTION:** Informational

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN  
PUBLIC  
SCHOOLS**



**2011-2012  
ANNUAL REPORT**

# ***ANNUAL REPORT***

In following Board Policy, staff members will again be required to compile a brief report on their area of responsibility for an annual school report. Reports will include an overall summary along with concerns and areas to be improved. This information will provide the Board with relevant data about the status of the District. Hopefully this will again prove to be useful and lend to an enhanced report in the future.

## **REPORT / ASSIGNMENT**

|                                    |                  |
|------------------------------------|------------------|
| Highland Park Elementary School    | Matt Lewis       |
| Garfield Elementary School         | Matt Lewis       |
| Lewis & Clark Elementary School    | Michelle Trafton |
| Lewistown Junior High School       | Tim Majerus      |
| Fergus High School                 | Jerry Feller     |
|                                    |                  |
| Activities – Fergus High School    | Jeff Elliott     |
| Activities – Lewistown Junior High | Tim Majerus      |
| Assessment                         | Scott Dubbs      |
| Business Office                    | Mike Waterman    |
| Central Montana Education Center   | Diane Oldenburg  |
| Curriculum                         | Scott Dubbs      |
| Maintenance                        | Paul Stengel     |
| School Food Service                | Cindy Giese      |
| Special Education                  | Wayne Chilcoat   |
| Technology                         | Pat Weichel      |
| Title I                            | Scott Dubbs      |
| Transportation                     | Steve Klippenes  |



**HIGHLAND PARK  
ELEMENTARY  
SCHOOL**

**Matt Lewis**



**Highland Park Elementary School**  
**Garfield Elementary School**  
 Lewistown, Montana  
 (406)535-2555 or (406)535-2366



Jason Butcher, Superintendent  
 Matthew Lewis, Principal

Rebekah Rhoades, Secretary  
 Jenni Bristol, Secretary

# 2011-2012 Highland Park Elementary Annual Report

## Attendance:

Our average daily attendance for the school year was 94.7%. This on the surface looks like a good percentage but when you really look at what this represents our attendance needs to improve. This 94.7% attendance rate equates to an average of 12 students absent every day. This is actually an increase in the number of students absent from last year. We would like to see this number of students absent per day shrink which has caused us to look at our student handbook attendance policy.

## Enrollment:

The following information represents our ending K-4 enrollment numbers for the given school year.

|                       | 2011-2012 | 2010-2011 | 2009-2010    | 2008-2009                    | 2007-2008                    | 2006-2007     |
|-----------------------|-----------|-----------|--------------|------------------------------|------------------------------|---------------|
| Kindergarten          | 100       | 89        | 77 full-time | 83 half-time<br>15 full-time | 76 half-time<br>15 full-time | 116 half-time |
| 1 <sup>st</sup> grade | 86        | 78        | 95           | 95                           | 113                          | 106           |
| 2 <sup>nd</sup> grade | 76        | 105       | 91           | 108                          | 105                          | 95            |
| 3 <sup>rd</sup> grade | 101       | 85        | 106          | 100                          | 99                           | 101           |
| 4 <sup>th</sup> grade | 82        | 105       | 101          | 100                          | 97                           | 90            |
| Total                 | 445       | 478       | 487          | 520                          | 525                          | 522           |
| Change (+ or -)       | -33       | -11       | -33          | -5                           | +3                           |               |

## Montana Behavior Initiative (MBI):

There was a continued effort at Highland Park to reinvesting energy in the Montana Behavioral Initiative. At the school level we had Annette Bjelland, Margee Smith, Sue Lutke, Traci Fitzgerald and Matthew Lewis involved in this process this year. We continued the use of our "Eagle Expectations" which are school wide expectations that have been used to assist manage student behavior. We asked students to "SOAR" everyday in everything they do. Every student in the building should be able to tell you that "SOAR" stands for being Safe, Organized, Accepting, and Responsible in all areas of our school. We also utilized SOAR tickets to recognized students by staff members for going above and beyond our "Eagle Expectations." SOAR tickets would be turned into the office and during our morning announcements student names would be announced and thanked for being positive influences in our school.

"Watch Us SOAR!"

## Response to Intervention (RtI):

This year Highland Park Elementary School participated in the CSPD Region III Response to Intervention Grant project. The Highland Park team consists of Bridget Sparks, Amanda Gee, Gina Armstrong, Polly Weichel, Darcy Zanto, Ashley Jenness and Matthew Lewis. The team this year has focused on ensuring all staff members understood the importance of the process, math intervention and creating continuity at the elementary level. We have several opportunities to meet with other schools throughout the state to discuss ideas and procedures that work to improve student achievement and behavior.

## Student Achievement:

We used the Dynamic Indicators of Basic Early Literacy Skills (DIBELS) to identify intensive, strategic and benchmark students in oral reading fluency. The chart below gives you a look at how the school year ended:

|                       | Intensive<br>(at risk)<br>2011-2012 | Intensive<br>(at risk)<br>2010-2011 | Strategic<br>(some risk)<br>2011-2012 | Strategic<br>(some risk)<br>2010-2011 | Benchmark<br>(low risk)<br>2011-2012 | Benchmark<br>(low risk)<br>2010-2011 |
|-----------------------|-------------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|--------------------------------------|--------------------------------------|
| Letter Naming Fluency | 5%<br>N = 3<br>students             | 6%<br>N= 3<br>students              | 33%<br>N = 20<br>students             | 27%<br>N= 13<br>students              | 62%<br>N = 38<br>students            | 67%<br>N= 33<br>students             |
| Phoneme Segmentation  | 3%<br>N = 2<br>students             | 0%                                  | 16%<br>N = 10<br>Students             | 6%<br>N= 3<br>students                | 80%<br>N = 49<br>students            | 94%<br>N=46<br>students              |
| Nonsense Word Fluency | 7%<br>N = 4<br>students             | 4%<br>N= 2<br>students              | 39%<br>N = 24<br>students             | 6%<br>N= 3<br>students                | 54%<br>N = 33<br>students            | 90%<br>N=44<br>students              |
| 1 <sup>st</sup> grade | 12%<br>N=10<br>students             | 1%<br>N = 1<br>students             | 4%<br>N=3 students                    | 18%<br>N=13<br>students               | 85%<br>N=72<br>students              | 81%<br>N=58<br>students              |
| 2 <sup>nd</sup> grade | 9%<br>N = 7<br>students             | 13%<br>N=13<br>students             | 24%<br>N = 18<br>students             | 19%<br>N=19<br>students               | 67%<br>N = 51<br>students            | 69%<br>N= 70<br>students             |

Benchmark goals:

- The bench mark goal for all children to have established phonemic awareness skills of 35 to 45 on Phoneme Segmentation Fluency by the end of Kindergarten.
- The benchmark goal is for all children to have established alphabetic principle skills of 50 or more on Nonsense Word Fluency by the middle of First Grade.
- The benchmark goal for first grade was established at 40 or more words per minute on oral reading fluency by the end of the school year.
- The benchmark goal for second grade was established at 90 or more words per minute on oral reading fluency by the end of the school year.

## Student Activities:

There was a variety of student activities that happened throughout the year. This year we focused on creating school spirit by designating Friday's as being "Blue and Gold" days. Students and staff were encouraged to participate and raise awareness of school pride. One of the highlights of this effort was seen at the district wide homecoming assembly held at the Fergus Field House. It was great to see every student in the district participating in this assembly.

**"Watch Us SOAR!"**

Our first and second grade teams utilized time at the end of the day to create a science, social studies, art and technology rotation. Each classroom teacher focused on one area and the students rotated to a different subject area throughout the week. It was very successful and rewarding for all involved. Mrs. Kepler put on a variety of music programs for all of our students this year. They were energetic and engaging for all involved. We also had Cheryl Bannes visit our school monthly this year as our artist in residence. Students had a wonderful experience working with a variety of mediums and techniques. This was funded partially through our PTO and a grant through the Montana Arts Counsel. We look forward to having Cheryl back next year.

## **Parental Involvement:**

This was another fantastic year for parental involvement. Our PTO fundraising efforts (Great American and spring field day) were awesome as usually. I feel the spring field day was a huge success. This was a change that made some nervous but was well received and the number of student/parents that attended was fantastic. The family movie nights were also very successful in creating a more family friendly atmosphere around our school community. The PTO also funded our end of the year field trips to the movies for our second grade students. Our PTO also brought in the Missoula Children's Theatre this year. This allowed 60 K-8 students to participate in the production of *The Tortoise Versus the Hare*. The PTO is also donating \$200 to each classroom for supplies to begin next year. The book fair was another great success because of our parent helpers. We also had a great turn out for parent/teacher conferences with around 98% of our parent's attending.

**“Watch Us SOAR!”**

**GARFIELD  
ELEMENTARY  
SCHOOL**

**Matt Lewis**



Highland Park Elementary School

Garfield Elementary School

Lewistown, Montana

(406)535-2555 or (406)535-2366



Jason Butcher, Superintendent  
Matthew Lewis, Principal

Rebekah Rhoades, Secretary  
Jenni Bristol, Secretary

## 2011-2012 Garfield Elementary Annual Report

### Attendance:

Our average daily attendance for the school year was 94.86%. This on the surface looks like a good percentage but when you really look at what this represents our attendance needs to improve. This 94.86% attendance rate equates to an average of 12 students absent every day. This is actually an increase in the number of students absent from last year. We would like to see this number of students absent per day shrink which has caused us to look at our student handbook attendance policy.

### Enrollment:

The following information represents our ending K-4 enrollment numbers for the given school year.

|                       | 2011-2012 | 2010-2011 | 2009-2010    | 2008-2009                    | 2007-2008                    | 2006-2007     |
|-----------------------|-----------|-----------|--------------|------------------------------|------------------------------|---------------|
| Kindergarten          | 100       | 89        | 77 full time | 83 half-time<br>15 full-time | 76 half-time<br>15 full-time | 116 half-time |
| 1 <sup>st</sup> grade | 86        | 78        | 95           | 95                           | 113                          | 106           |
| 2 <sup>nd</sup> grade | 76        | 105       | 91           | 108                          | 105                          | 95            |
| 3 <sup>rd</sup> grade | 101       | 85        | 106          | 100                          | 99                           | 101           |
| 4 <sup>th</sup> grade | 82        | 105       | 101          | 100                          | 97                           | 90            |
| Total                 | 445       | 478       | 487          | 520                          | 525                          | 522           |
| Change (+ or -)       | -33       | -11       | -33          | -5                           | +3                           |               |

### Montana Behavior Initiative (MBI):

There was a continued effort at Garfield to reinvesting energy in the Montana Behavioral Initiative. At the school level we had Bruce Marsden, Andrea Payne, Jennifer Jensen, Ashley Jenness and Matthew Lewis involved in this process this year. We continued the use of our "Eagle Expectations" which are school wide expectations that have been used to assist in managing student behavior. We asked students to "SOAR" everyday in everything they do. Every student in the building should be able to tell you that "SOAR" stands for being Safe, Organized, Accepting, and Responsible in all areas of our school. We also utilized SOAR tickets this year to recognize students for going above and beyond our "Eagle Expectations." We also implemented a Super SOAR Friday assembly to recognize individual students from each grade.

"Watch Us SOAR!"

## Response to Intervention (Rtl):

This year Garfield Elementary School participated in the CSPD Region III Response to Intervention Grant project. The Highland Park team consists of Beth Kirsch, Julie Comes, Jennifer Jensen, Sue Ashley, Maggie Hodik, Ashley Jenness and Matthew Lewis. The team this year has focused on ensuring all staff members understood the importance of the process, math intervention and creating continuity at the elementary level. We have several opportunities to meet with other schools throughout the state to discuss ideas and procedures that work to improve student achievement and behavior.

We continued our focus on creating a standardized reporting process with Lewis and Clark Elementary and Highland Park Elementary. The three teams met several times and formulated a plan to training and implementing this process in every classroom.

## Student Achievement:

We used the Dynamic Indicators of Basic Early Literacy Skills (DIBELS) to identify intensive, strategic and benchmark students in oral reading fluency. The chart below gives you a look at how the school year ended:

|                       | Intensive<br>(at risk)<br>2011-2012 | Intensive<br>(at risk)<br>2010-2011 | Strategic<br>(some risk)<br>2011-2012 | Strategic<br>(some risk)<br>2010-2011 | Benchmark<br>(low risk)<br>2011-2012 | Benchmark<br>(low risk)<br>2010-2011 |
|-----------------------|-------------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|--------------------------------------|--------------------------------------|
| Letter Naming Fluency | 18%<br>N=3 students                 | 17%<br>n= 6 students                | 18%<br>N=7 students                   | 28%<br>n= 10<br>students              | 75%<br>N=30<br>students              | 56%<br>n= 20<br>students             |
| Phoneme Segmentation  | 0%                                  | 0%                                  | 3%<br>N= 1<br>students                | 17%<br>N= 6<br>students               | 98%<br>N= 39<br>students             | 83%<br>N=30<br>students              |
| Nonsense Word Fluency | 5%<br>N= 2<br>students              | 6%<br>N= 2<br>students              | 8%<br>N= 3<br>students                | 31%<br>N= 11<br>students              | 88%<br>N=35<br>students              | 64%<br>N=23<br>students              |
| 3 <sup>rd</sup> grade | 10%<br>n=10<br>students             | 9%<br>n= 7 students                 | 30%<br>n=30<br>students               | 25%<br>n=19<br>students               | 60%<br>n=59<br>students              | 66%<br>n=50 students                 |
| 4 <sup>th</sup> grade | 16%<br>n=12<br>students             | 23%<br>n=23<br>students             | 16%<br>n=12<br>students               | 22%<br>n=22<br>students               | 68%<br>n=51<br>students              | 54%<br>n= 54<br>students             |

Benchmark goals:

- The bench mark goal for all children to have established phonemic awareness skills of 35 to 45 on Phoneme Segmentation Fluency by the end of Kindergarten.
- The benchmark goal is for all children to have established alphabetic principle skills of 50 or more on Nonsense Word Fluency by the middle of first grade.
- The benchmark goal for third grade was established at 110 or more words per minute on oral reading fluency by the end of the school year.
- The benchmark goal for fourth grade was established at 118 or more words per minute on oral reading fluency by the end of the school year.

“Watch Us SOAR!”

Students participated in the states annual criterion referenced test as part of the “No Child Left Behind” law. This assessment measures students’ mastery of the Montana State Content Standards. The following are the results for Garfield Elementary School for the 2011-2012 School Year:

|  | Math 2011-2012        |                       | Math 2010-2011        |                       | Reading 2011-2012     |                       | Reading 2010-2011     |                       |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|  | 3 <sup>rd</sup> grade | 4 <sup>th</sup> grade | 3 <sup>rd</sup> grade | 4 <sup>th</sup> grade | 3 <sup>rd</sup> grade | 4 <sup>th</sup> grade | 3 <sup>rd</sup> grade | 4 <sup>th</sup> grade |
| Advanced   | 22%                   | 26%                   | 20%                   | 23%                   | 45%                   | 43%                   | 45%                   | 37%                   |
| Proficient   | 54%                   | 39%                   | 42%                   | 42%                   | 48%                   | 47%                   | 47%                   | 47%                   |
| Nearing Proficient   | 18%                   | 21%                   | 16%                   | 19%                   | 5%                    | 8%                    | 5%                    | 10%                   |
| Novice   | 6%                    | 14%                   | 22%                   | 15%                   | 2%                    | 3%                    | 3%                    | 6%                    |
|  |                       |                       |                       |                       |                       |                       |                       |                       |
| Measurable objective<br><small>(percentage of students at or above the proficient level)</small> |                       |                       | 68%                   |                       |                       |                       | 83%                   |                       |

As a quick summary of these score shows we have 93% of our 3<sup>rd</sup> grade students reading at or above a proficient level and 76% at or above a proficient level in math. Our 4<sup>th</sup> grade students have 90% at or above proficient in reading and 65% at or above the proficient level in math. We were also able to compare our 4<sup>th</sup> grade scores this year to how they performed last year and our data shows they raised their proficiency in math by 3 percentage points, while in reading they dropped 2 percentage points.

## Student Activities:

There was a variety of student activities that happened throughout the year. This year we focused on creating school spirit by designating Friday’s as being “Blue and Gold” days. Students and staff were encouraged to participate and raise awareness of school pride. One of the highlights of this effort was seen at the district wide homecoming assembly held at the Fergus Field House. It was great to see every student in the district participating in this assembly.

With the help of our PTO and community donations we were able to take our 3<sup>rd</sup> and 4<sup>th</sup> grade students skiing this year. We had three very exciting day for each grade level at Showdown, Montana. By the time we had finished all three days of skiing every student was going to the top of the mountain and skiing down. We had fantastic parent support and the folks at Showdown made our experience a great one.

Mrs. Kepler put on variety of music programs for all of our students this year. They were energetic and engaging for all involved. She also coordinated our talent show this year which when like clockwork. It was great to see all of the kids perform.

We also had Cheryl Bannes visit our school monthly this year as our artist in residence. Students had a wonderful experience working with a variety of mediums and techniques. This was funded partially through our PTO and a grant through the Montana Arts Counsel. We look forward to having Cheryl back next year.

“Watch Us SOAR!”



## **Parental Involvement:**

This was another fantastic year for parental involvement. Our PTO fundraising efforts (Great American and spring field day) were awesome as usual. I feel the spring field day was a huge success. This was a change that made some nervous but was well received and the number of student/parents that attended was fantastic. The family movie nights were also very successful in creating a more family friendly atmosphere around our school community. The PTO also funded our end of the year field trips to the Lewis and Clark Interpretive Center for our 4<sup>th</sup> grade students. Our PTO also brought in the Missoula Children's Theatre this year. This allowed 60 K-8 students to participate in the production of *The Tortoise Versus the Hare*. The PTO is also donating \$200 to each classroom for supplies to begin next year. The book fair was another great success because of our parent helpers. We also had a great turn out for parent/teacher conferences with around 98% of our parents attending.

**“Watch Us SOAR!”**

**LEWIS & CLARK  
ELEMENTARY  
SCHOOL**

**Michelle Trafton**

# Lewis & Clark Elementary School

212 Crystal Drive  
Lewistown, Montana 59457  
406-535-2811



**Michelle Trafton, Principal**

## 2011-2012 Annual Report

**Mission Statement:** "We are here to Achieve, Believe and Care."

### **Lewis and Clark Vision Statement:**

Students attend Lewis and Clark to become life long learners equipped with skills that promote their best efforts, appropriate choices, and critical and creative thinking. High expectations and quality education assist in the development of focused, responsible students who strive for academic success and work to be productive citizens. Pride in our efforts to educate all of our students along with positive parental involvement helps create a caring school environment.

### **Attendance:**

Our average daily attendance for the school year showed a slight improvement from the previous year, with student attending 95.74% of the days. There were 9 students that missed 10% or more of the total school days and the attendance rate equates to an average of 8 students absent every day. Due to the amount of material that is missed through excessive absenteeism we will continue to focus on positive attendance through our attendance policy and communication with students and parents on the importance of attending school each day they are healthy.

### **Enrollment:**

The following information represents our ending enrollment numbers for the given school years. This year we had an increase of 10 students with a minimal number of students moving in or out during the school year.

|                       | 2011-12         | 2010-2011      | 2009-2010        | 2008-2009       | 2007-2008       | 2006-2007 |
|-----------------------|-----------------|----------------|------------------|-----------------|-----------------|-----------|
| 5 <sup>th</sup> grade | 98              | 96             | 92               | 85              | 91              | 92        |
| 6 <sup>th</sup> grade | 99              | 91             | 90               | 87              | 91              | 102       |
| Total                 | 197             | 187            | 182              | 172             | 182             | 194       |
| Change<br>(+ or -)    | +10<br>students | +5<br>students | + 10<br>students | -10<br>students | -12<br>students |           |

## **Response to Intervention (Rtl):**

Lewis and Clark continued their involvement in the Rtl process. The team attended three OPI Rtl workshops, three Wayne Callender workshops, and two AIMSweb trainings during the school year. Our Rtl OPI Facilitator was Peggy Visser and administratively we met with her twice during the school year.

Through the Rtl process we met as a team once a month, held Student Data Meetings with all staff twice a month, and implemented our Rtl student folders for students in Tiers 1.5, 2, and 3. The folders include interventions, data, graphs, and documentation. In addition, individual teachers met with our Rtl team for consultation and additional student meetings. By attending workshops and trainings, meeting as a team and staff, and working with our Rtl Facilitator the Rtl process is continuing to develop and address interventions and progress for students who need additional or supplemental assistance.

The Lewis and Clark team consists of Michelle Trafton, Cindy Gremaux, Jackie Rickl, Mari Beth Chamberlin, Lynn Lensing, and Candy Dunn.

## **Montana Behavior Initiative (MBI):**

We continue to build upon the Montana Behavior Initiative at Lewis and Clark School. Attending the MBI Summer Institute last summer was Michelle Trafton, Jill Reed, Sandy Fox, Barb Fradley, and Amanda Kase. Our Lewis and Clark MBI Team includes Michelle Trafton, Sandy Fox, Jill Reed, Norine McKinney, Gretchen Conrad, and Mari Beth Chamberlin. We meet monthly to review and improve upon the MBI initiatives.

During this school year we have continued working with our SOAR Expectations (Safe, Organized, Accepting, and Responsible). Staff continually work with students on meeting those expectations and students are recognized individually with SOAR tickets when expectations are met. We also hold weekly SOAR drawings for tickets and student winners are rewarded throughout the year. In addition we implemented Schoolwide SOAR rewards as students filled our "EAGLES SOAR" bulletin board with tickets. When the board was full of tickets the students were then rewarded as a grade level with a fun activity and treat. Students enjoyed this very much and did strive to meet SOAR expectations. Our Parent Teacher Organization was very helpful with this program in supplying the ice cream and cake treats.

Another program we worked on this year was the Chain of Kindness. Once a week students in classrooms write down an act of kindness they have performed or that they have witnessed others performing. The act is written on a strip of paper that is then formed into a circle and linked together with several others. At the end of the year we took the chain down and circled the entire school with the students and the chain to focus on the positive acts students perform and witness throughout the year to show how kindness can go a long way in creating a positive environment in which to learn and interact.

We also implemented the Lewis and Clark Service Council. We had 18 students involved in Service Council and they met every other week with the principal. They were involved in making announcements to classrooms, helping with teacher appreciation week, working for the good of others, organizing a book drive for donation of books to students in Africa, assisting around the school, selling lollipops for service projects, and serving as positive role models.

The After School Learning Center was also put into place this year in December. We recognized a need for students to receive assistance with their school work. Students were able to voluntarily attend the center or could be assigned by a teacher or parent. The center was held every Monday, Tuesday, and Thursday after school with students attending each session to complete work.

We plan to continue our work in MBI with Michelle Trafton, Jeff Russell, Rachel Cole, Amanda Kase, Jill Reed, and Sandy Fox attending the MBI Summer Institute June 18 – 22, 2012.

## **Title 1:**

As a Schoolwide Title 1 school we met this year to devise a Schoolwide Title 1 plan to develop goals and objectives to ensure that all students, particularly those who are low-achieving, demonstrate proficient and advanced levels of achievement on the state's academic achievement standards.

To address those needs we will regularly review the progress of our school and students, participate in a comprehensive needs assessment and focus efforts to increase parental involvement. Consistent with the purpose stated above, all parents in a Schoolwide program school are encouraged to participate in parent involvement activities.

Our Schoolwide Title 1 team this year included Michelle Trafton, Jackie Rickl, Mari Beth Chamberlin, Tracy Conner, Cindy Gremaux, Lynn Lensing, and Candy Dunn. Lynn Franz is our parent representative.

## **School Safety:**

Throughout the school year we work on school safety in a continual effort to ensure the safety of our students, staff, and school. This year we met monthly as a Lewis and Clark Safety Team to review safety procedures, create emergency operations for our school, and schedule drills and training. Our Lewis and Clark Safety Team includes Michelle Trafton, Nancy Hudson, Jill Reed, Tracy Conner, Dee Ann Buehler, and Teresa Majerus. All staff attended a school safety training in January with the local safety officials. We then met as a staff to assemble and train on our Lewis and Clark Emergency Operations Manual. We have conducted drills throughout the year including fire drills, reverse evacuation drills, and lockdown. In June, Michelle Trafton, Amanda Kase, Teresa Majerus, and Amanda Jenni attended a FEMA course on school safety to continue our efforts in this area during our next school year.

## **Student Achievement:**

At our end of the year assembly we recognized 45 sixth grade students with Presidential Awards for Academic Excellence. This award is given to students who have earned a cumulative GPA of 3.5 and above during their fourth, fifth and sixth grade years and are proficient in either reading or math on the spring Measure of Academic Progress (MAP) test. Eight sixth grade students were recognized for Presidential Outstanding Achievement. The purpose of this award is to recognize 6<sup>th</sup> grade students who show outstanding educational growth, improvement, and commitment. This year we also recognized ten students for perfect attendance and sixteen students for outstanding attendance this school year.

We used the Dynamic Indicators of Basic Early Literacy Skills (DIBELS) to identify intensive, strategic and benchmark students in oral reading fluency. The chart below gives you a look at how the school year ended:

|                             | Intensive (at risk) | Strategic (some risk) | Benchmark (low risk) |
|-----------------------------|---------------------|-----------------------|----------------------|
| <b>5<sup>th</sup> Grade</b> |                     |                       |                      |
| 2008-2009                   | 12%                 | 18%                   | 70%                  |
| 2009-2010                   | 11%                 | 16%                   | 73%                  |
| 2010-2011                   | 18.5%               | 17.4%                 | 64.1%                |
| 2011-2012                   | 18%                 | 16%                   | 67%                  |
| <b>6<sup>th</sup> Grade</b> |                     |                       |                      |
| 2008-2009                   | 15%                 | 13%                   | 72%                  |
| 2009-2010                   | 13%                 | 15%                   | 72%                  |
| 2010-2011                   | 12.4%               | 12.4%                 | 75.2%                |
| 2011-2012                   | 18%                 | 12%                   | 70%                  |

Benchmark goals:

- The benchmark goal for fifth grade was established at 124 or more words per minute on oral reading fluency by the end of the school year.
- The benchmark goal for sixth grade was established at 125 or more words per minute on oral reading fluency by the end of the school year.

Measure of Adequate Progress (MAP) testing was continued for all students in both 5<sup>th</sup> and 6<sup>th</sup> grade. MAP was given three times during the year in math, reading, and language usage. The data from these tests help monitor progress of our students; is used to drive instruction; and is used as a predictor of possible achievement on the MontCAS tests. The testing also has become an opportunity for students to challenge themselves to make improvements from the fall, winter, and spring tests.

The chart below shows the results of the MontCAS annual state tests as required by No Child Left Behind. This assessment measures students' mastery of the Montana Content Standards in reading and math. Below are the results for Lewis and Clark students during the 2011-12 school year.

|   | <b>Math</b>           |                       | <b>Reading</b>        |                       |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
|   | 5 <sup>th</sup> Grade | 6 <sup>th</sup> Grade | 5 <sup>th</sup> Grade | 6 <sup>th</sup> Grade |
| Advanced  | 43%                   | 48%                   | 56%                   | 78%                   |
| Proficient  | 30%                   | 28%                   | 27%                   | 13%                   |
| Nearing Proficient  | 10%                   | 11%                   | 12%                   | 7%                    |
| Novice  | 18%                   | 13%                   | 5%                    | 2%                    |
| 2010-11<br>Measurable Objective<br>(percentage of students at or above<br>the proficient level) | 68%                   |                       | 83%                   |                       |

## **Student Activities:**

### **Band and Choir**

Our fifth and sixth grade students had the opportunity to participate in band and choir. We had 46 fifth grade students and 42 sixth grade students in band this year. Sixth grade band students walk to the high school for their classes and fifth grade students have band at Lewis and Clark in two class groupings. Each of the classes have band three times a week. We had 64 fifth grade choir students and 63 sixth grade choir students. Fifth graders have choir twice a week and sixth graders have choir three times a week at Lewis and Clark. Concerts were well attended and students did an excellent job demonstrating growth throughout the year. Mr. O'Halloran started a Select Choir this year for 5<sup>th</sup> and 6<sup>th</sup> grade. We had several students participate and they put on an outstanding performance, along with all of our students, during the spring concert.

### **Athletics**

Students also had the chance to participate in after school athletic events. Flag football, volleyball, basketball and wrestling were available to all interested students. Mr. Daniels and the coaches did a great job again this year. We would like to congratulate all of our student athletes for their accomplishment and representing our school in a great way.

### **After School Learning Center**

This year we implemented the After School Learning Center on Monday, Tuesday, and Thursday from 3:10-4:00. Students could volunteer to attend, be assigned by a teacher, or assigned by a parent. Students received assistance with their work and were given an after school snack and drink from our Parent Teacher Organization. The center was well attended with 4 to 20 students each session. We saw an improvement in attitude, work ethic, and grades in many of our students. There were also quite a few students who volunteered to attend as they like to get their work finished at school so they would not get behind in their classes. They also like receiving help with their work. In addition, individual teachers also had students working in their classrooms many days after school.

### **Service Council**

We had 18 students involved in Service Council this year and they met every other week with the principal. They were involved in making announcements to classrooms, helping with teacher appreciation week, working for the good of others, organizing a book drive for donation of books to students in Africa, assisting around the school, selling lollipops for service projects, and serving as positive role models. Our Service Council students this year included Kole Dengel, Caitlin Krause, Laura Waterman, Noah Agostinelli, Abby Gremaux, Dawson Tedesco, Jada Hartman, Emily Eckhardt, Brady Boyce, Sierra Hunnewell, Alysah Southworth, Bailey Collins, Jaden Graham, Cormac Weichel, Scott Sciuchetti, Greg Fulbright, Amanda Sweeney, Emma Lakin, Grady Gilpatrick, Isabella Lewis, Rebecca Bawden, Nathan Kindzerski, Isaiah Kolar, Tanner Trafton, Caleb Russell, Taylor Young, Ben Kolar, Jade Kremer, Noah Kirsch, Dawson Southworth, Auriel Krumwiede, Grace Holzer, Hunter O'Neill, and Madison Kucera.

### **Geography Bee**

In January we held our annual Geography Bee. The 16 participants from various classrooms were: Mason Harrison, Rebecca Bawden, Morgan Davis, Noah Kirsch, Caleb Russell, Wesley Jameson, Amanda Sweeney, Garrett Sherman, Willow Crites, Laura Waterman, James Snider, Andrew Coolidge, Hunter Schell, Cody Henderson, Ethan Day, and Kinsey Irvin. The Bee was held at the Fergus Center for the Performing Arts and the students were asked a variety of geography questions. Our Geography Bee Champion is Wesley Jameson.

### **Ice Fishing and Fish, Wildlife, and Parks Program**

January also brought ice fishing to our students. The Fish, Wildlife, and Parks program sponsored ice fishing for all of our 5<sup>th</sup> grade students out at East Fork Reservoir. They were met by the Fish, Wildlife, and Park staff and instructed on how to bait the hook, set the line, and set the hook. We had many students that had never gone ice fishing before so it was great to get the exposure to this interesting sport. Fish, Wildlife, and Parks have also been part of our science program in the classroom with fly tying, fish jeopardy, fish dissection, and fish lure making. We are very thankful for their contribution to our school and students.

### **Art in the Schools**

We have been very fortunate to have the Art in the Schools program at our school. This started in January as well and is sponsored by our Parent Teacher Organization. Cheryl Bannes has come to our classrooms once a month teaching students various art techniques of drawing shapes, the body, proportions, Georgia O'Keefe flower technique, and sculpture. Throughout these lessons we really look forward to seeing the art techniques and skills in our student work.

### **Spelling Bee**

February started us out with our Lewis & Clark Spelling Bee at the Fergus Center for the Performing Arts. We had participants from each classroom including: Brooke Rector, Caleb Russell, Abigail Wentworth, Amanda Sweeney, Natalie Bourne, Alex Hunnewell, Kody Dengel, Megan Sweeney, Emily Eckhardt, Alysah Southworth, Annie Franz, Ajiah Ross, Laura Waterman, Bailey Collins, Sierra Hunnewell, and Paige Myers. Laura Waterman is our Lewis & Clark Spelling Bee Champion and went on to the Fergus County Spelling Bee along with Annie Franz, Alysah Southworth, Megan Sweeney, Kody Dengel, Emily Eckhardt, Ajiah Ross, Abigail Wentworth, Sierra Hunnewell, and Natalie Bourne. The spellers did a fantastic job up on the big stage spelling some very complex words!

### **Outdoor Essay**

The Outdoor Essay competition was also held in February. Students wrote an essay in their Reading/Language classes at Lewis & Clark about an outdoor event. There were topics ranging from great fishing/hunting trips to snowboarding. Those essays were submitted to Walleyes Unlimited and several winners from Lewistown and surrounding areas were chosen. Lewis & Clark winners included Kole Dengel, Riley Weaver, Daniel Woods, Noah Kirsch, Dawson Southworth, Alysann Karhi, Jasmine Mager, Sydney Knox, Tanner Trafton, and James Snider. In addition, the Grand Prize Runner Up was Megan Sweeney and the Grand Prize Winner was Nicholas Wendt! We thank Walleyes Unlimited for their support of this program.



### **Keep Montana Green**

The Keep Montana Green Poster Contest results came back at the end of February and we had several 6<sup>th</sup> grade students place in the contest. First place was Cole Gursky, second place was Annie Franz, and third place went to Hanna Hayes. Honorable Mention went to Valerie Kolstad, Scott Sciuchetti, Cormac Weichel, Alex Wickens, and Chase Farrar. It was exciting to see that our students did so well in this artistic contest.

### **I Love to Read Month**

The entire month of February was dedicated to "I Love to Read" month through our school libraries and classrooms. The theme this year was, "Read the Most from Coast to Coast" and nationally students took 3,581,992 Accelerated Reader quizzes! We had a variety of activities within our schools related to reading. 5<sup>th</sup> and 6<sup>th</sup> grade students took part in "Reading Buddies" and took busses over to Highland Park School where they read to Kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> grade students. The students in both schools really enjoyed this and got exposure to all kinds of new books. Lewis & Clark students surpassed their goal of 2,000 Accelerated Reader points for the month of February. They earned 2,346 points and received a school wide treat!

### **Wax Museum**

The 5<sup>th</sup> grade students and teachers put on the annual Wax Museum again this year and had a wonderful turn out of visitors and talent. Students created a report, poster, background, and costume as they depicted the deceased person in history. Parents and community members were invited to attend. The students took great pride in their work and received overwhelming accolades about the effort they had put into this project! It was a wonderful presentation of their work and talent as well as an enjoyable community event.

### **Talent Show**

We held our 1<sup>st</sup> Annual Talent Show this year. There were 19 acts and 30 students involved. Students performed in several different types of acts such as singing, dance, jump rope, pogo stick jumping, puzzles, and comedy. We had a wonderful display of talent and the all of our students, parents, and community in attendance seemed to thoroughly enjoy the Lewis and Clark talent!

### **Parental Involvement:**

The K-8 Parent Teacher Organization (PTO) and their many volunteers continued to provide impressive support at Lewis and Clark this year. They provided parents to help organize our school pictures, organize and run our fall fundraiser, volunteer during our Book Fair, provide treats for our Schoolwide SOAR rewards, After School Learning Center, and during MontCAS testing. They also funded field trips such as the 5<sup>th</sup> grade trip to Billings to see the science Gizmo Guys and their journey on the Charlie Russell Chew Choo. The 6<sup>th</sup> grade adventures included Zoo Montana, Montana SHAKES (Shakespeare in the Parks Program), and the team building National Guard day at the fairgrounds. PTO has also hosted Family Movie Night at our school for students and parents throughout the year. In addition, the PTO Spring Field Day for all schools was held at the Fergus High Field House and was well attended with students and parents enjoying a night of fun.

In addition, through the great amount of effort and dedication to our schools, the PTO has fundraised to allow teachers to request supplies for their classroom and for their grade level.

PTO is also very involved in our Teacher Appreciation Week with bringing treats and special gifts for all staff. Our staff truly appreciates the kindness and dedication of PTO volunteers that contribute their time, energy, and care to our students, staff, and schools. We are very fortunate to have PTO involved with our schools; they contribute so much to our continued success.

Parents have also been involved in our school throughout the year with Parent/Teacher Conferences (about 98% attendance), volunteering during school events such as fish dissection, lure making, fly tying, cow eye dissection, ice fishing, Charlie Russell Chew Choo/Museum, and Zoo Montana. The majority of 5<sup>th</sup> grade parents attend the Wax Museum as well as a number of community members.

We continue to communicate with parents through our Open House at the beginning of the school year and through the Refrigerator Reminders that outline the information and events throughout each month. We have received very positive feedback about the reminders and requests that information continues to be sent in that fashion as it provides important information that parents are easily able to access. To increase parent involvement and communication we look forward to presenting a K-6 Orientation for parents and students beginning this fall to introduce/update parents about several programs in our schools including RtI, MBI/Bully Prevention, Title I, assessment, programs, and K-6 procedures. The continual collaboration between schools has been very positive for parents, students, and staff.

**LEWISTOWN  
JUNIOR HIGH  
SCHOOL**

**Tim Majerus**

**Lewistown Junior High School  
Annual Report  
2011-2012  
Tim Majerus, Principal**

The mission statement of Lewistown Junior High School is “to create a nurturing environment where students can experience personal and academic growth”. We believe that during the 2011-12 school year that this mission was again accomplished. The staff at LJHS has been, and continues to be, a caring and giving group of individuals who strive to provide the best educational opportunities and environment for our students. They take very serious their task of transitioning elementary students into high school. The junior high years are extremely critical in helping students understand you they are and what they are capable of achieving. We strive to provide an educational environment to accomplish this and to provide students with the skills to have a successful transition into the high school.

This annual report will provide a summary of the staff, activities, and academics of Lewistown Junior High School.

**STAFF**

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The staff of the Lewistown Junior High School for the 2011-12 school year was decreased by two FTE. The following made up the staff at the junior high:

Principal:

Tim Majerus

Certified Teachers:

Chad Armstrong- Health Enhancement (0.5 FTE)

\*Brad Breidenbach- 7<sup>th</sup> Grade Computer Applications/8<sup>th</sup> Grade Social Studies

\*Brittney Cecrle- 7<sup>th</sup> Grade Special Education

Terri Daniels- 8<sup>th</sup> Grade English

Mandy Eike- FaCS

\*Krystal Ferguson- Art/8<sup>th</sup> Grade Social Studies

Suzie Flentie- 8<sup>th</sup> Grade Science

Barb Fradley- 0.25 FTE Librarian

Greg Lucotch- 7<sup>th</sup> Grade Social Studies

Teresa Majerus- Counselor (0.5 FTE)

Kim Miller- 7<sup>th</sup> Grade English

Denise Nelson- One Period of French

Steve Paulson- 7<sup>th</sup> Grade Science

Chris Rice- 8<sup>th</sup> Grade Special Education

Bethany Rogers- Music

Val Snapp- 7<sup>th</sup> Grade Math

Katherine Spraggins- 8<sup>th</sup> Grade Math

Secretary:  
Christy Rogers

Custodial:  
Steve Kelly  
Gary Knox

Para-professionals:  
Jenifer Blazicevich  
Derree Kamp  
Barb Sauby  
Kim Wiegert

Kitchen Staff:  
Jan Mane  
Sherri Sebek  
Denise Williams

Star Classroom Staff:  
Susan Teigen  
Trissy Durbin  
Judy Kellogg (retired in December)

\*New staff at the junior high.

At the end of the school year we had several staff that had decided to move on to retirement or other positions: Greg Lucotch, Denise Nelson, and Val Snapp have retired while Brittney Cecrle, Terri Daniels, Susan Teigen, and Chris Rice will be moving on to different positions. Para-professional, Derree Kamp, decided to retire and end her 12 year career at LJHS.

## **ENROLLMENT/ATTENDANCE**

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This year LJHS incorporated a new attendance policy to help emphasize the importance of being in school and to help prepare them for the rigorous attendance policy at the high school. Our new policy focused on maintaining at least a 90% attendance. Students exceeding this minimum were required to attend Saturday School sessions.

The student attendance rate was slightly better than last year with an average of 93.65%. (This includes all absences from the classroom except those for school related activities). On average a student missed approximately 11 of the 179 days of school.

81 students had less than 10 absences.

85 students had between 10 and 20 absences.

10 students had more than 20 absences during the school year. (This was a 50% decrease from last year)

For the most part our attendance has been acceptable. We are pleased to see a decrease in the number of students who miss more than 10% of the days; however we would like to see this number decrease even more as we go into the second year of the new attendance policy.

### **School Enrollment for the 2011-12 School Year:**

7<sup>th</sup> Grade – Enrollment was consistently around 97 students throughout the school year with very few students moving in or out of the district.

8<sup>th</sup> Grade – Enrollment was also consistent with around 94 students throughout the school year.

## ACADEMIC PERFORMANCE

**Response to Intervention (RtI)** - This year's RtI team focused on a number of areas. The team, made up of Terri Daniels, Brittney Cecrle, Kim Miller, Chris Rice, and Katherine Spraggins, began the year by creating an intake form for new students. This form ended up being extremely helpful in assuring new student information was evaluated within the first two days upon requesting entry. As a result, class placement and a clear understanding of the student's needs helped students get the proper start at LJHS. Another task of the RtI team was to evaluate the procedure for evaluating student assessment data. The team created a spreadsheet to help us evaluate how students are distributed in each class. One of our goals for the upcoming school year is to have a more evenly distribution of skills and in some cases, have students with the same skill set in common classes.

The **After School Learning Center** under the direction of Val Snapp and Barb Sauby continues to provide much support to students needing that extra help. The program continues to be held on Tuesday and Thursday night each week from 3:20 P.M. until about 4:30 P.M. with an average of about 10 students per night (occasionally it overflows into Mr. Lucotch's and Mrs. Cecrle's rooms). The After School Learning Center is open to all students and staff members; however it is not limited to those rooms after school. All teachers can be found working with students in their individual classrooms.

**Student Assessment** – LJHS continues to utilize the MAP testing three times a year to benchmark students as an indication of how they will perform on the MontCAS test in the spring. Each time students were given the MAP test they were eager to see how their immediate results compared to their last test. This gave us the idea to incorporate some self-competition into the MontCAS tests. Prior to the MontCAS testing students visited with their advisory teachers. In this one-on-one meeting students saw their scores over the last three years. From these scores they were asked to set goals for this year's scores. Students were also given an extra incentive of a drawing for two Nook Tablets from the names of those who maintained their perfect score or showed significant improvement. This year's scores were well above the accumulative scores for the state of Montana.

### MontCAS Scores

| 2012                                      | READING                 |                          |                         |                          | MATH                    |                          |                         |                          | SCIENCE                 |                          |
|---|-------------------------|--------------------------|-------------------------|--------------------------|-------------------------|--------------------------|-------------------------|--------------------------|-------------------------|--------------------------|
|   | 7 <sup>th</sup><br>LJHS | 7 <sup>th</sup><br>State | 8 <sup>th</sup><br>LJHS | 8 <sup>th</sup><br>State | 7 <sup>th</sup><br>LJHS | 7 <sup>th</sup><br>State | 8 <sup>th</sup><br>LJHS | 8 <sup>th</sup><br>State | 8 <sup>th</sup><br>LJHS | 8 <sup>th</sup><br>State |
| <b>Advanced/<br/>Proficient</b>           | <b>95%</b>              | 89%                      | <b>96%</b>              | 88%                      | <b>79%</b>              | 68%                      | <b>79%</b>              | 66%                      | <b>76%</b>              | 67%                      |
| <b>Nearing<br/>Proficient/<br/>Novice</b> | <b>4%</b>               | 11%                      | <b>4%</b>               | 12%                      | <b>21%</b>              | 33%                      | <b>20%</b>              | 34%                      | <b>24%</b>              | 33%                      |

## **STUDENT ACTIVITIES**

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It has been the belief of the Junior High that educational opportunities extend beyond the classroom. For this reason we offer a number of clubs and activities to challenge students in a variety of ways. Clubs and activities have proven to give students a greater sense of belonging to a school. This sense of belonging helps students with better attendance and better grades. When they take an active role in representing the school or in showcasing our work to the community they gain a sense of pride that carries over into the classroom. Of course no activity or club is successful without the dedication of the advisors who put in the extra time to provide these opportunities. The following is a list of the clubs and activities provided to our students:

### **Choir, Select Choir, Band and Jazz Band**

The band and choir programs had some changes to their schedules this year. The specialty groups of Jazz Band and Select choir both met at 7:15 in the morning. In the past only the Jazz Band was a morning class. Because of scheduling constraints due to staffing, both had to be offered in the morning.

Concerts were well attended throughout the school year. A couple changes have occurred with the concerts. The first is having two spring concerts; one for band and the other for choir. In the past we had a combined concert during the spring. This change helped to shorten the overall length of the spring concerts for the audience since few parents need to be in attendance for both band and choir. The spring choir concert was held at the Junior High School Auditorium. This change in venue was a success and showed enough promise that we scheduled all our 2012-13 choir concerts to be held in the junior high auditorium.

The LJHS **Ski Club** had a new advisor with Mrs. Teigen. Even though we had a school wide ski trip for both 7<sup>th</sup> and 8<sup>th</sup> grade students, the ski club continued to be popular winter activity. By joining ski club for the membership fee of \$35, students have the opportunity to join the club on one or all of the ten scheduled trips to Showdown. The membership covers the cost of transportation. Students are still responsible for rental cost and the cost of lift tickets for each day they travel. This year approximately 80 students took advantage of the ski club opportunity.

**Service-Learning projects** continued to be a positive opportunity for students at LJHS. Given back to our community helps gain a sense of responsibility and helps our community see a value in our students. Students and staff found a number of ways they can help our community:

**Science** – Mr. Paulson and his students helped out in many ways. Early in the year his 7<sup>th</sup> grade students continued their project of sampling and measuring Spring Creek in the Brewery Flats area. His classes also completed measurements of the bottom of the Frog Ponds. Their data will be used to draw a map of the bottom of the ponds. From this they are able to calculate the amount in which the ponds are filling with sediment.

Mrs. Flentie and her GIS club have done several projects for the community. One of the biggest projects this fall was the identifying and mapping of weeds along the city trail system.

**Trail Restoration** – To help with the damages the city trail system suffered due to last year’s flooding, the students helped haul gravel to restore many areas of the Brewery Flats trail. This all day activity was organized in conjunction with a BLM educational presentation.

**Flannel Board Stories** – The 7<sup>th</sup> grade FaCS students continued their tradition of preparing and presenting flannel board stories to the elementary schools, library, head start and home day care facilities. Each student selects a children’s story to recreate using flannel cut outs of the characters. They then present the stories to children throughout the school year.

**FaCS Service Project** – Mrs. Eike’s Fun with Fabrics class continues to create pillows for surgery patients and blankets for newborn babies. These projects continue to be beneficial for both the hospital and our students.

**Veteran’s Day Assembly** – LHJS presented its 10<sup>th</sup> Veteran’s Day presentation. This year’s program may have been bigger and better than past presentations. Much of the focus was on student created writings and performances. Again this year bus service was provided from the Yogo Inn and attendance seems to have increased. As a result of the increased attendance, three classrooms of students had to sit in the balcony area. LJHS feels honored to have the Veteran’s Day Assembly. It is our way of honoring those that have given so much to our nation. This year we had two guest speakers: Jean Raw and Justin Jenness.

The **LJHS Acting** class, under the direction of Terri Daniels and Derree Kamp performed an outstanding play during the second semester of this school year. The acting class was offered during the spring semester this year. The students presented “Way Out West in a Dress”.

**Running Club** was offered for two seasons: fall and winter. Teresa Majerus oversaw the fall running club. During the fall the running club gives boys the opportunity to participate in something very similar to cross-country. A highlight of the fall running club is the opportunity to compete in the home cross-country meet. The winter running club continued to be a big success under the guidance of Suzie Flentie. This group of students meets after school on Mondays and Thursdays, between the winter and spring sports’ seasons.

The **GIS Club** involves Geographic Information Systems Software and Geographic Positioning System Units. This group meets every Monday morning to learn the GIS software and to work on a variety of projects. This fall the GIS club mapped the weeds along the city trail system. In the spring the loyal members of the club took a trip to Bozeman to visit the MSU campus and participate in a Geocache.

This year **Student Council** is being led by eighth graders Whitney Bristol, President; Heather Wiegert, Treasurer; and seventh graders Kaitlyn Weinheimer, Vice-President; and Mikayla Comes, Secretary. Under the direction of Mrs. Eike, the student council meets on a regular basis and sponsors several activities for the students. One of the more successful activities was the Homecoming Spirit Week. The student council came up with five theme days for students to



show their spirit. Each day class winners were selected for an overall winner for the day. At the end of the week a grand prize was awarded from a drawing of the daily winners.

During Teacher Appreciation Week the student council provided a small token of their appreciation during each day of the week. The student council also organized a send off for Madelyn Kirsch when she was leaving for the National Spelling Bee.

Aside from organizing student activities, the student council also shared their concerns. From these concerns automatic air fresheners were purchased for the locker rooms and doors were put on the stalls of the boys' bathroom.

Through the student council LJHS believes the students can have a unified voice that will be heard.

The **LJHS Math Counts** continued to have a strong group of students and met on a weekly basis under the leadership of Katherine Spraggins. Jim Hamling offered his assistance and an occasional pan of brownies for the students. This year's groups consisted of a few returning 8<sup>th</sup> graders and a very competitive group of 7<sup>th</sup> graders. Math Counts takes a special kind of student to participate. Not only do they need a love for math, they have to be willing to give up much of their free time during lunch to prepare themselves for competition. This year the team placed 3<sup>rd</sup> in the Chapter Competition in Billings. At this competition Jake Klingaman placed 2<sup>nd</sup> overall and 1<sup>st</sup> in the countdown round. The third place qualified the team for state competition in Bozeman. At state the team took an impressive 5<sup>th</sup> place with the team's top finisher, Jake Klingaman placing 11<sup>th</sup>.

The **LJHS Builders Club** continued to be an active group under the leadership of Kim Miller and Terri Daniels. The Builders Club operates the student store. Proceeds from the store go to purchase items to make the school a better place for the students. One of the biggest projects of the year was a Spirit of Christmas canned food drive for the Community Cupboard. This year's officers are: Hayes Majerus, President; Eric Knox, Vice-President; Brooke Gardner, Treasurer; Camryn Vaughn, Secretary; and Jaida Gordon, Historian.

One of the grand finales of the school year is always the **LJHS Talent Show**. This year we held our 15<sup>th</sup> annual event back in our school auditorium. For the last several years the event was held at the Celebration Church. As a part of utilizing our facilities we decided to return the event to the auditorium. Our students were rewarded with a variety of acts including singing, dancing, and instrumental. One of the math classes even presented a student written skit. Mrs. Kamp was responsible for organizing the Talent Show and the students of the acting class were the Masters of Ceremony. This program has become a welcome and much-anticipated tradition.

At the **End of the Year Awards Program**, thirty-six students were honored with the first year **Scholastic Award** in which a student has to have a 3.5 grade point average or above for the past four quarters of school. Twenty-two students received the second year award for meeting a 3.5 grade point average or above for the past eight quarters of school. In addition, each year two students are selected for the DAR award. These two 8<sup>th</sup> graders are selected by staff and are exemplary of positive attitudes and a willingness to put forth an extraordinary effort. This year's DAR award winners were Jaree Mane and Jace Davis.

**National Spelling Bee** – This year Madelyn Kirsch won the state spelling bee thus qualifying her for the national competition in Washington, DC. Madelyn was given a school-wide send off organized by the student council. Students and staff were extremely impressed and proud of Madelyn’s successes and watched ESPN throughout the day to catch a glimpse of her on national television.

The **Parent Teacher Organization** (PTO) of LJHS again supported the eighth grade dance, provided treats for the after school learning center, and treats for all students throughout the school year. They purchased a variety of items for each classroom with an emphasis on areas that typically don’t gain PTO support. They provided support to buy student assignment books for all students during the school year. The PTO also provided the funding for the prizes for our MontCAS score improvement incentive program.

**LJHS... “Where Excellence and Enthusiasm Collide”**

**FERGUS  
HIGH  
SCHOOL**

**Jerry Feller**



*Fergus High School – Office of the Principal*  
*1001 Casino Creek Drive, Lewistown, MT 59457*

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**FHS ANNUAL REPORT**  
**2011-2012**

**“Excellence Today, Success Tomorrow”**

Fergus High School was under the second year leadership team of Mr. Jerry Feller, Principal and Mr. Jeff Elliott, Assistant-Principal. We enjoyed many exciting times and our kids enjoyed many positive outcomes in many different areas of our school community. As a school, we continued to strive and meet the needs of our students as we continually aim for outstanding individual and group achievements. This report is a brief synopsis of the many highlights, goals or happenings of this past year along with a few facts that were compiled during the course of the year.

This report begins by listing all of the staff at FHS. The staff at Fergus High School is truly a great bunch of people to work with. They are very committed to their work and the students at FHS. I would personally like to take this opportunity to thank them all for making my first year as Fergus High School Principal very rewarding and one that I will always remember.

The staff of Fergus High School for the 2011-12 school year was comprised of the following:

|                 |                    |                    |
|-----------------|--------------------|--------------------|
| Sandy Armstad   | Chad Armstrong     | Luke Brandon       |
| Doug Braulick   | Sherry Breidenbach | Loren Drivdahl     |
| Karen Durbin    | Victor Feller      | Jeff Friesen       |
| Gary Gebert     | Justin Guyer       | Holly Hesper       |
| Troy Hudson     | Fawna Kuntzelman   | Rich Kuntzelman    |
| Diane Lewis     | Leslie Long        | Jared Long         |
| Mike Mangold    | Denise Nelson      | Brandon O’Halloran |
| Steve Olson     | Linda Rinaldi      | Newell Roche       |
| Robert Rutledge | D.K. Slagel        | Melanie Smith      |
| Rhonda Stenseth | Brett Thackeray    | Beau Wright        |
| Jim Daniels     | Connie Bowen       | Tiffany Hemsath    |
| Sherry Hodges   | Justin Jenness     | Terry Lankutis     |
| Robin Moline    | Wendy Pfau         | Jean Rogan         |
| Susan Rutledge  | Betty Sanders      | Shari Tindall      |
| Angela Woolett  | Joel Bennett       | Mike Kilby         |
| Shawn Schuchard | Josh Wright        | Karen Hansen       |
| Debra Johnson   | Jean Little        |                    |

New staff members hired for the 2011-12 school year:

Doug Braulick – Art (Moved to High School from Junior High)  
Mike Kilby – Custodian  
Josh Wright – Custodian

## HIGHLIGHTS FOR THE 2011-12 SCHOOL YEAR:

- ☰ **STUDENT LEADERSHIP** – The leadership from our student body leaders was outstanding throughout the school year and continued that tradition under the leadership of Ms. Melanie Smith and Mrs. Sandy Armstad. The Student Body President McCalle Feller and Vice-President Kiera Bulluck did an outstanding job of bringing our students and staff together.
- ☰ **GRADUATION 2012** – The 112<sup>th</sup> graduating class celebrated Commencement Exercise on May 27<sup>th</sup>, 2012. Our music performances were awesome, our student speeches were outstanding and our Commencement Address by Dan Boyce, a past Fergus High School graduate of the class of 2005 was truly memorable. This was again the first-class community celebration it is expected to be. The traditions of our ceremony include the “showcasing” of graduates by the faculty members and the wearing of gowns by the graduates, teachers, administration and school board. Salutatorian for the Class of 2012 was Sydney Stivers and the Valedictorian was Kiera Bulluck.
- ☰ **FERGUS HIGH ACCREDITATION** – In November we were notified that the high school would again receive exemplary accreditation through the Northwest Association of Accredited Schools (NAAS). As a leader in the state, Fergus High School has worked to maintain high standards, with the NAAS recognition indicating a high quality of excellence. Fergus High School (Fergus County High School) has been accredited by the Northwest Association of Schools, Colleges and Universities since 1920. A school visitation was top priority in maintaining exemplary accreditation for the 2012 school year.
- ☰ **CLUBS & ACTIVITIES** – Fergus High School has many things to be proud of when it comes to our clubs and non-athletic groups. Our staff has helped create many strong vocational, academic, artistic and athletic groups. Our traditional groups such as F-Club, Student Council, Weight Club, Ski-Club, Spanish Club, Mentoring, Band, Choir, HOW Club, Key Club, National Honor Society were all very successful along with our vocational clubs such as FCCLA, BPA, FFA and Skills/USA.
- ☰ **FERGUS HIGH SCIENCE TEAMS** – Fergus High science teacher Justin Guyer and FHS science students kept up their outstanding work in science competitions during the 2011-2012 school year. The Fergus High School team placed in the top three in their state competition this past fall. FHS has taken first or second over the last eight years, winning three times.
- ☰ **PRINCIPALS CUP** – This year the Fergus High School Team took first at its regional meet, qualifying them for the State competition. The 2012 team included Garrett Guyer, Jonathan Skipper, Aidan Stansberry, Ingrid Stansberry, Carl Wright, and Beth Wright.
- ☰ **MUSIC** – With the leadership of Mr. O’Halloran and Mr. Kuntzelman our music department continues to accept the challenge of offering many opportunities to the students of FHS. For the third year we offer Jazz Band and Choralaires as a zero hour class that begins each day at 7:15 AM.
- ☰ **ACT Awards** – The Office of Public Instruction annually recognizes students with top ten percent scores on the ACT in the areas of English, Mathematics, Reading and/or Science Reasoning. Students recognized this spring from FHS included Kiera Bulluck, Molly Daniels, Ingrid Stansberry, Sydney Stivers, Michiel Ayers, Emily Olson, John Reilly, Lissa Quinlan, Bailey Lund, Kelly McReynolds, Amber Strouf and Shannon McKinney.
- ☰ **“BLUE-GOLD” LEADERSHIP BREAKFAST** - This spring’s 25th annual FHS Blue-Gold Leadership Breakfast continued its reputation as a showcase event. Mr. Tom Spika, Spika Welding was our honored guest and speaker. Student Council Advisor Mr. Beau Wright, Student Body President McCalle Feller, Vice-President Kiera Bulluck, and the rest of the Student Council did an excellent job maintaining this tremendous tradition.

- ☰ OTHER POSITIVES – Athletic accomplishments continue to bless many of our young athletes such as McCalle Feller’s third straight state championship in the high jump also placing 1<sup>st</sup> in the javelin after placing second her sophomore and junior year. Kiera Bulluck also was state champ in the 100 meter and 300 meter hurdles. Molly Daniels brought home two state championships for Speech and Drama in serious solo and classical duo along with team mate Nathan Kennedy. Team successes include another state championship for volleyball that brings a total of four in the last five years. They also have won the divisional volleyball tournament ten out of the last twelve years. The girls track team worked very hard and placed 2<sup>nd</sup> at the state meet held in Bozeman.

#### **OTHER VALUABLE FERGUS HIGH STATS:**

- ☰ STRONG EDUCATIONAL COMMITMENT - 18 of 32 certified staff have attained advanced educational degrees (a Master’s Degree or higher). Along with other staff members that are currently working toward attaining their Master’s Degrees in the near future. The average tenure of the FHS teaching staff was 17.9 years with 11.8 years commitment to the Lewistown Schools.
- ☰ ATTENDANCE & ENROLLMENT - Student attendance is excellent with figures showing an overall attendance rate of 93.9%. Our October enrollment was 364 while the February enrollment was 346. Last year those numbers were 377 and 373 respectively. The October 2011 enrollment by class included: 95 freshmen, 81 sophomores, 93 juniors, and 95 seniors. The February 2012 enrollment by class included: 92 freshmen, 74 sophomores, 85 juniors and 95 seniors.
- ☰ ACTIVITY PARTICIPATION – 60% of our students participated in athletics, 29% in music (29/110 music students took two of more music classes), while 47% (frosh – 45, soph – 36, juniors – 40 and seniors 35) participated in clubs and other activities. 58% of the female population participated in athletics compared to 62% of the male population. 38% of our students did not participate in any athletics activities or school clubs.
- ☰ TRANSFER IN INFORMATION - Fergus High School had 15 students transfer in or re-enroll during the school year (compared with 33 students in 2010-2011). Of those 15 new students: 3 transferred out later while 1 dropped out-of-school, 1 student enrolled in home school and 2 students who started the year at Fergus High School moved out and then back to Lewistown.
- ☰ TRANSFER OUT OR DROPOUT INFORMATION – Fergus High School had 42 students leave school during the 2011–2012 school year. 15 students dropped out of school (of those 15 students 11 signed up to take the GED test, 2 seniors, 5 juniors, 7 sophomores and 1 5<sup>th</sup> year. Of those 11 students that signed up to take the GED, 5 have successfully completed that task.), 5 signed up for homeschool, 9 moved in the state of Montana and reenrolled in a public school, 13 moved out of state and reenrolled in a public school. 0 students expelled for the 2012 school year.
- ☰ SENIOR CLASS ATTENDANCE INFORMATION – The senior class has had a total of 131 students enrolled at one time or another over the past four years. Of those 131 students, 93 graduated at FHS, 8 dropped out of school, 1 will return as a fifth year student, 2 enrolled in a home school, 2 foreign exchange students and 25 transfers to another high school.

## PROFILE OF THE CLASS OF 2012:

The Class of 2012 and its original 114 members entered Fergus High in August 2008, with many high expectations and goals. By the time their tenure was completed, another 9 students had transferred in becoming graduating class members. At graduation the class was smaller with 93 members obtaining Fergus High diplomas.

Of the original 114 class members: (These numbers only include students that were enrolled at the beginning of each school year. Students that moved in and out during a current year are not in the numbers listed below.)

- 84 members graduated this spring with 81 members spending all four years at Fergus. Three members of this class were original class members who spent part of their high school years at another school before transferring back to FHS.

Of the 13 class members who transferred in:

- 7 members graduated at Fergus High.
- 6 members of the 12 who transferred in, did not graduate locally. 2 of the transfer members were part of the foreign exchange program and 4 transferred out to another high school.

Other Class of 2012 Information: (93 graduating students)

- Sixty-six members of the Class of 2012 graduated as honor roll students.
- Twenty-four members of the Class of 2012 finished our Honor's Curriculum, which requires students to successfully complete our college prep curriculum and four years of math, science, and English, along with 2 years of foreign language, and 2 advanced placement classes.
- Seventeen members of the Class of 2012 are National Honor Society members.
- The mean average grade point average for the Class of 2012 is 3.213.
- In order to be considered a student in the "Top 30," a member of the Class of 2012 needed to have earned an overall GPA of 3.65, while a "Top 10" student requires a 3.91 GPA.
- Of the ninety-three graduates in the Class of 2012, fifty-nine are planning on attending a post-secondary college or trade school.
- Forty-four seniors are currently planning on attending a four-year college or university next fall. Thirty-eight will attend in-state institutions; with seven going to Montana State University in Bozeman and ten going to the University of Montana.
- Sixteen seniors will attend a two-year college or trade school.
- At graduation time, forty-seven graduates of the Class of 2012 have received scholarships, accounting for just over 50% of our graduating class.
- At graduation, members of the Class of 2012 have received over \$307,000 in scholarships for their first year of college. In addition, these seniors had earned the opportunity to receive an additional \$690,000 for their sophomore, junior, and senior years in college. That brings the grand total for this class to almost \$1,000,000 in future scholarship moneys.
- Over the past four years, our seniors (athletes and students) have been participants in activities programs that have earned seven state trophies, three of which were state

championships. They also have brought home twenty-three divisional trophies, eleven of those as divisional champions.

### **Class of 2012 - Summary Information – Exit Survey**

What area(s) do you plan to pursue immediately after high school?

4 year College – 47 – 52.8%  
2 year College – 16 – 18.0%  
Voc/Tech School – 9 – 10.1%  
Work Full Time – 20 – 22.5%  
Work Part Time – 12 – 13.5%  
Apprenticeship – 2 – 2.2%  
Military – 5 – 5.6%  
Other – 9 – 10.1%

Was the school helpful in the selection of a path to follow after graduation?

Yes – 54 – 60.67%  
No – 35 – 39.3%

Did school make learning exciting and encourage you to continue your education?

Yes – 58 – 65.2%  
No – 31 – 34.8%

Were enough electives classes offered for you to explore different career opportunities?

Yes – 57 – 64.0 %  
No – 31 – 34.8%

Do you think you will be able to find a job that can support you?

Yes – 76 – 85.4%  
No – 12 – 13.5%

Did you ever experience significant harassment from other students?

Yes – 20 – 22.5%  
No – 69 – 77.5%

Did you have a positive learning experience at FHS?

Yes – 78 – 87.6%  
No – 11 – 12.4%

Your teachers generally held high standards and demanded quality work.

Excellent – 18 – 20.2%  
Good – 47 – 52.8%  
Average – 21 – 23.6%  
Below Average – 3 – 3.4%  
Needs Improvement – 0 – 0%  
No Response – 0 – 0%

You feel FHS provided a safe and drug-free environment.

Excellent – 32 – 36.0%  
Good – 20 – 22.5%  
Average – 22 – 24.7%  
Below Average – 11 – 12.4%  
Needs Improvement – 4 – 4.5%



You feel prepared for the transition to college or the workplace.

Excellent – 19 – 21.3%  
Good – 34 – 38.2%  
Average – 26 – 29.2%  
Below Average – 7 – 7.9%  
Needs Improvement – 2 – 2.2%  
No Response – 1 – 1.1%

FHS provided you a strong foundation in the use of technology.

Excellent – 21 – 23.6%  
Good – 40 – 44.9%  
Average – 26 – 29.2%  
Below Average – 2 – 2.2%  
Needs Improvement – 0 – 0%  
No Response – 0 – 0%

## EXCELLENCE TODAY, SUCCESS TOMORROW



### FERGUS HIGH MISSION

The mission of Fergus High School is to challenge and prepare students to become enthusiastic lifelong learners, problem solvers and contributing members of society. Our students will be empowered to make a living, make a life, and make a difference.

### FERGUS HIGH VISION STATEMENT

The staff at Fergus High School, along with parents and community members, recognizes their critical role in providing educational opportunities for all students. They are dedicated to establishing and maintaining a safe environment which fosters a positive attitude and a commitment to excellence. As a result, all students at Fergus will be challenged to develop their social, personal, and academic talents to the fullest extent possible. Particular emphasis will be placed on those skills which are necessary in order to become a happy, productive and contributing citizen of the 21st century.

### FERGUS HIGH SCHOOL BELIEF STATEMENTS

1. **SAFE SCHOOLS** – All students and staff will contribute to a safe, drug/alcohol free learning environment.
2. **CRITICAL AND CREATIVE THINKING** – All students will develop critical and creative thinking skills.
3. **POSITIVE SELF IMAGE** – All students will be valued and respected as individuals.
4. **SCHOOL TO CAREER** – All students will develop needed academic, technical and life skills for the transition from school to work.
5. **RESPONSIBILITY** – All students will take responsibility for their behavior and their learning.
6. **SOCIAL SKILLS** – All students will develop social skills and appropriate behavior that assist in becoming responsible citizens.
7. **STUDENT SUCCESS** – All students will learn, achieve and succeed throughout their lifetime.
8. **STAKEHOLDERS** – All members of the school community will be included in the decision-making process.
9. **PARTICIPATION** – All students will actively participate in academics and the global community can develop honesty, integrity, and respect for themselves and others.

**ACTIVITIES**



**FERGUS HIGH  
SCHOOL**

**Jeff Elliott**

**Fergus High School ~ Activities**  
**1001 Casino Creek Drive**  
**Lewistown, Montana 59457**  
**(406) – 535 – 2321**

**2011-2012**  
**Annual Report**

This past year of “Golden Eagle Activities” was again a very successful and exciting one with many exceptional individual and team performances and accomplishments. As we have mentioned before, we feel our activities are providing the educational experiences needed to develop strong individual citizens through this “other half of education”. Again, as in the past years, the many outstanding efforts within the activity program brought our student body together and generally enhanced the overall attitude and educational atmosphere of the school and community.

Special thanks go out to everybody involved, especially Jim Daniels and Wendy Pfau. From pre-season to post-season, we had the support, the guidance, and the organization from our Athletic Director and his office secretary for our schedules, travel time, home events, and divisional and state trips on through our awards nights. Thank you for your time in supporting the students of Fergus High.

Some of the many HIGHLIGHTS for the 2011-2012 School Year include:

The Academic All State Awards sponsored by the Montana Coaches Association (MCA) reinforce the importance of academics to our student athletes. To qualify for an award, an individual must earn a varsity letter in athletics and maintain a 3.5 grade point average during the respective quarter of participation. For the 2011 – 2012 School Year we had a grand total of 99 individual **Academic All State Awards**. Listing the awards by each individual sport are as follows: Girls Basketball – 6; Football – 16; Cross Country – 9; Wrestling – 3; Volleyball – 13; Boys Basketball – 7; Cheerleading – 4; Track and Field – 18; Tennis – 9; Softball – 9; and Golf – 5.

The Fergus High School Band Department, under the direction of Rich Kuntzelman, had a musically rewarding year filled with performances of a wide variety of sizes and styles.

**11-12 Symphonic Band** – The Symphonic Band performed three home concerts, in Sidney for the annual Eastern A Band Festival, and performed on our home stage for District 8 Music Festival where they scored a Superior rating.

**11-12 Concert Band** – The Concert Band performed three home concerts and performed on our home stage for District 8 Music Festival where they scored an Excellent rating.

**11-12 Jazz Band** –Lewistown continues to be the host site for the Montana Jazz Festival. Students from Montana audition for the opportunity to spend two intense days of rehearsal and put on a high-energy concert for the community of Lewistown. This year eight Fergus students (Shannon McKinney, Kelly McReynolds, Jacob Godbey, Michelle Monger, Garrett Guyer, Cody Burch, Ingrid Stansberry, and Karstin Neill) were selected for the honor. In addition to four home performances, the Fergus Jazz Band traveled to the Northwest College Jazz Festival and earned a Superior rating and had three students selected as ‘Outstanding Soloists’ (Shannon McKinney, Jarrett Guyer, and Karstin Neill).

**11-12 Athletic Bands** –Students were expected to memorize their music and march a choreographed show to an appreciative home crowd at two football games. The pep band performed for 13 volleyball and basketball games as well as five tournament games at the regional basketball tournament in Great Falls.

**2011 All State Band** – The Fergus Bands had one student, Shannon McKinney, participate in all-state ensembles in October in Billings.

**Solo Honors** – Fergus High School had a significant number of students qualify as instrumentalists at the State Solo and Ensemble Festival:

Kelly McReynolds – Trumpet Solo

Cody Burch – Trumpet Solo

Christian Carter – Trumpet Solo

Haley Kelley – Flute Solo

Haley Kelley and Ingrid Stansberry – Flute Duet

Molly Daniels – Clarinet Solo

Karstin Neill – Marimba Solo

Jacob Godbey – Timpani Solo

Shannon McKinney and Hans Peterson – Low Brass Duet

FHS Jazz Band

FHS Saxophone Quartet

FHS Brass Quintet

The Fergus High School **Choral** Department, under the direction of Brandon O’Halloran, was filled with enjoyment and success. Although we graduated many awesome seniors, we have many rising stars and look forward to next year.

Concert choir, Symphonic choir, and Women’s Ensemble did exceptionally well at District Music Festival, especially on the Sight Reading component. The Choral department had several entries in district festival and sent several students on to State Music Festival. All of our groups received Excellent and Superior ratings at state. Choralaires developed improvisational techniques and won “Vocal Jazz Ensemble of the Year” at the Northwest Jazz Festival in Powell, Wyoming. Senior Kayla Birdwell received the National School Choral Award.

A base of knowledge and musicianship was developed in the Concert Choir and we look forward to rebuilding the Choral Department with the incoming freshman class. Many students received letters for their contributions to choir.

All of our concerts were successful in their own way. We received very positive feedback on our spring concert. Other highlights include our performance of the musical “Grease” and a wonderful trip to Seattle with all choirs.

The 2011-2012 **Speech, Drama, and Debate** season provided many opportunities for individual and team excellence. Twenty-four Fergus students joined the team, and twenty-two of them competed in at least three meets. Two students dropped from the team after competing at one meet. Twenty team members competed at Divisional and State competitions.

The team practiced in a classroom and in the library at the Lewistown Junior High School. Our practice schedule and requirements involved mandatory attendance at a weekly team meeting held on Mondays. Students were required to practice with a coach a minimum of four times per week in addition to conducting a peer review at least once per week. Coaches were available for practice at the junior high from Monday through Friday, 3:30-5:30.

The Fergus Speech, Drama, & Debate team attended in-season meets in Browning, Roundup, Huntley Project, Belgrade, and Laurel. In January, Fergus hosted a large invitational involving 15 schools. Many members of the Lewistown community and surrounding areas volunteered their time to judge events. Due to bad road conditions, we did not attend a scheduled meet in Conrad, and Hardin High School cancelled their invitational due to school building safety issues (We were unable to reschedule on short notice.). The Fergus team brought home four First Place trophies for Drama and two Second Place trophies. Our speech team placed at four meets.

This year the Class A Divisional meet was hosted by Havre. For the third consecutive year, the Fergus team earned the Class A Divisional Championship for Drama. Fergus placed third in Speech. All twenty Fergus team members qualified to compete at the Class A State Tournament by placing in the top six; more than half of the team members competed in more than one event.

The Class A State Tournament was a two-day event held at Polson High School and Polson Middle School on Friday, January 27 and Saturday, January 28. All twenty team members qualified for the semi-final round, earning valuable team points. Four Fergus team members were state finalists. Freshmen Sarah Foster and Maida Walters placed eighth in Classical Duo with their piece *The Importance of Being Earnest* by Oscar Wilde. Senior Molly Daniels and Junior Nathan Kennedy were State Champions in Classical Duo with their performance from Shakespeare's *The Taming of the Shrew*. Molly Daniels was also the State Champion in Serious Solo. She performed an excerpt from *Sophie's Choice*. Students who made it to semi-finals were the following: freshman Shaun Reczek (Pantomime); freshmen Brooke Benson and Haley McLendon (Serious Duo); freshman Peter Wright (Impromptu); sophomore Jade Fairchild (Humorous Oral Interpretation); juniors Nathan Kennedy & Jonny Skipper (Humorous Duo); juniors Dillon Westhoff and Scott Smith (Humorous Duo); junior Jacob Godbey (Humorous Solo); junior Sarah Kohler (Humorous Solo); junior Karstin Neill (Humorous Oral Interpretation); seniors John Dyba and Sierra Satterfield (Humorous Duo); seniors Ingrid Stansberry and Emily Olson (Serious Duo).

After her dual state championship, Molly Daniels was recruited by Whitworth University to compete on their Forensics (speech & debate) team. She has accepted a scholarship and will be competing at the collegiate level as a member of the Whitworth team next fall.

The 2011-2012 Fergus High School **Cheerleaders**, which included eleven Varsity Cheerleaders, one Mascot, and seven JV Cheerleaders, had another outstanding season!

To get the year started, we hosted a private cheer camp for junior high and high school cheerleaders during the first week of summer practice. Throughout the season, the cheerleaders stayed extremely busy practicing 2-3 times each week (August through March), as well as cheering at all home football, volleyball, wrestling, girls' and boys' basketball games, and the home cross country meet. They also cheered on our teams at the divisional and state tournaments.

On top of their cheer duties, the team spent their summer raising over \$1,977 for the 2011 Central Montana Relay For Life, where they were honored as the "Top Youth Fundraising Team"! Also over the summer, the cheerleaders offered a week long cheer and gymnastics camp for members of the Boys & Girls Club and the general public. In February, 100 elementary school kids participated in Junior Cheer Camp!

On March 17, Fergus hosted CheerFest 2012, a state-wide cheerleading, dance, and mascot competition! Ten teams consisting of individuals ranging in age from 5 to 18 years old participated in the competition and the Fergus team, which included sixteen cheerleaders, took home the 1<sup>st</sup> Place trophy for the "High School - Class A Division". Individual winners at CheerFest 2012 included: Kyle Patten (1<sup>st</sup> Place – HS Mascot), Kara Mantooth (1<sup>st</sup> Place – HS Dance Solo) and our cheerleaders took 1<sup>st</sup> place in the HS Stunt Group category!

At the annual awards banquet, Head Coach Jennifer Pfau, Assistant Coach Amanda Kase, and Volunteer Coach Megan Blake presented the following awards/plagues to the Varsity squad:

- Most Valuable Cheerleader – Kelcy Petersen
  - Outstanding Cheerleader – Kara Mantooth
  - Most Improved Cheerleader – Jennifer Klingaman
- Other award certificates presented at the banquet included:
- Outstanding JV Cheerleader – Ashley Wickens
  - Most Improved JV Cheerleader – McKayla Henson.

The 2011-2012 School Year was a busy one for the FHS **Student Council**. Because they felt the need to have a longer and more meaningful meeting time, Student Council started meeting Wednesdays at noon instead of randomly during Channel One.

This increased meeting time was entirely necessary as the Student Council started out the year in a financial hole. Because of this inherited debt, the year began quite busily. In addition to hitting the ground running with Homecoming planning, the students also committed to working each home football game to begin digging out of their financial hole. The games went well, with the members actually providing the impetus for fixing the side window in the concession shack in order to facilitate customer service. They also continued the task of filling the pop machines as necessary.

In the midst of this, the students put together a very successful Homecoming for the student body. This year's Homecoming was one of the most successful ever, starting with Hallway Decorating on Sunday night and ending with the Homecoming Dance on Saturday. Of course, other activities included spirit days, coronation of royalty, the parade, and Pep Assembly. For the second year in a row, all of Lewistown's other

schools were invited to join in the assembly. The addition of all those energetic children added a lot of pep, indeed. Introduced this year, as well, was the “Eagle Eye,” a remote camera which projected the assembly and crowd on the gym wall.

As mid-school year approached, the kids took on the “Hats on for Ken” Fundraiser, where FHS students were allowed to pay to wear their hats every Wednesday in the month of November. All proceeds were given to former custodian, Ken Martin, to offset some of the cost of his medical bills. Also at mid-year, Sydney Stivers passed down her Student Representative to the School Board position to Jarrett Guyer and Maddie Comes, another first in the sharing. Maddie agreed to fill the position until the end of the school year, when Jarrett will assume the role.

In February, to culminate Winter Spirit Week Activities, the Morp Dance was held under the black lights. Many FHS students had a great time.

End-of-the-year activities included the 25<sup>th</sup> Annual Blue/Gold Breakfast where Tom Spika spoke on what he has learned in building his highly successful local business. Students also participated in nominating and awarding the 2012 Teacher of the Year to Mr. Jeff Friesen. Finally, the year ended with elections.

Student Body President – Jarrett Guyer  
Student Body Vice-President – Kaitlyn Kindzerski  
Student Body Secretary – Jade Girvin  
Student Body Treasurer – Aidan Stansberry

#### Sophomores

President - James Derheim  
Vice - Maida Walters  
Secretary/Treasurer - Michelle Monger  
Representatives - Parker Philipps and Cody Boyce

#### Juniors

President - Maddie Comes  
Vice - Kaitlyn Moodie  
Secretary/Treasurer - Ali Gremaux  
Representatives - Kyle Myhre and Logan Wilcox

#### Seniors

President - Kaylee Wise (it should be noted that the three candidates, Kaylee, Nathan Kennedy, and Gabby Moore, were separated by only 2 and 3 votes)  
Vice - Hannah Thomas (also another very close race)  
Secretary/Treasurer - Andy Butcher  
Representatives - Hooper Armour and Austin Songer

The Fergus Varsity **Football** team, under the direction of Head Coach Gary Gebert and First Assistant Vic Feller and Defensive Coordinator Rick Wright, finished the 2011 season 4-5. They made the playoffs for the ninth time in the last fifteen years, all under Coach Gebert’s tenure. They lost to Laurel in a first-round playoff game. Coach Gebert believed that the emphasis on weights helped achieve these goals and is



stressing weights again this year. Fergus High looks forward for good things to come as the Froshmore team under the direction of Matt Tedesco and Steve Paulson finished the season 5-3.

The Fergus **Girls Basketball** team ended the season with a conference record of 2 wins and 6 losses. One of the wins was over Browning, which was the first time the girls had beaten them in 4 years. The other win was a very exciting triple overtime win over Livingston. The girls finished 4<sup>th</sup> in the conference. Their overall record was 3-15 with a non-conference win over Huntley Project. At the Divisional tournament, the ladies opened with a big win over Livingston to advance into the semi-finals, which they lost to the eventual Conference Champion Havre. The ladies played a good game but came up short in the consolation game against Browning for a 4<sup>th</sup> place finish.

The 2011 Fergus Eagle girls' and boys' **Cross Country** teams were coached by Head Coach Suzie Flentie and Assistant Coach Terri Daniels, who was new to the program this year. This was the fourth year for boys' cross country since it was reinstated as a sport at FHS. It had been discontinued in 1983. The program has been gradually increasing and this year we had an equal number of boys and girls.

The boys' and girls' teams each consisted of seven varsity runners and ten JV runners. Individual team positions changed often and several JV runners earned the opportunity to run in the seven varsity positions at some point during the season. The girls took 2<sup>nd</sup> at Divisional missing first place by only 2 points. Sophomore Dalainy Tedesco was the Divisional Champion and freshman Kaitlyn Poss finished 3<sup>rd</sup>. Junior Espe Battrick finished 10<sup>th</sup>. The girls went on to finish 5<sup>th</sup> at state with Dalainy Tedesco taking All-State honors finishing in 7<sup>th</sup> place overall. Freshman Kaitlyn Poss topped off an excellent first season finishing 18<sup>th</sup>. Ingrid Stansberry was our only 4 year senior and our only senior on the state team. She finished 3<sup>rd</sup> for the team in 41<sup>st</sup> with her best time of the season. She was followed by freshman Sarah Foster, juniors Espe Battrick and Josie Walters and freshman Maida Walters.

The boys' team finished 5<sup>th</sup> at Divisional in an extremely competitive field. They went on the defeat Havre in the State competition and all of the teams in our division placed in the top 11 at the state meet. Junior Teran Alaers was our only top ten finisher at Divisional coming in 7<sup>th</sup>, but Trei Bulluck finished 11<sup>th</sup>. The boys went on to finish 9<sup>th</sup> at state and junior Trei Bulluck moved up to be the first finisher on our team with a personal best time which would have easily placed in the top 15 last year, but this year put him in 22<sup>nd</sup>. He was followed closely by Teran Alaers in 27<sup>th</sup>. Junior Hans Pederson also had a great race finishing 39<sup>th</sup>. He was followed by sophomores Aidan Stansberry and Ryan McKinney, freshman Lane Smith and sophomore Jared Miller.

All of our state team athletes will be returning next year except for Ingrid Stansberry and 8 of the 14 athletes are freshmen and sophomores. We have lots of returning talent for the upcoming years.

The 2011-2012 Fergus **Boys Basketball** team featured one returning starter, senior Travis Gilskey, as well as one valuable bench player, senior Kyle Parry from the 2010-2011 team. Seniors Carson Feller and Jordan Snapp, junior Andy Butcher, and sophomore Dylan Stenseth also saw limited varsity action during the 2010-2011 Season.

Other varsity team members were seniors Tony Gies and Bailey Lund, sophomores Jakob Plagenz and Ryan McKinney, as well as freshman Tre' Bradley, Morgan Ray, and James Derheim. This team competed extremely hard right to the final buzzer of our last game at the divisional tournament. Our final record was 1-19. We finished with a conference record of 1-7 and were 0-2 at the divisional tournament. Without a doubt our biggest highlight of the year was the buzzer-beater win at home vs. Belgrade. Andy Butcher was selected as a 2<sup>nd</sup> Team All-Conference player. Kyle Parry was selected as an Honorable Mention All-Conference player. Head Coach this season was Jimmy Graham and assistants were Spencer Walsh, Kyle Trafton, and Tye Phillips.

The **Volleyball** program under the direction of Head Coach Tara Taylor had another successful year. The varsity finished the season with an impressive 30-1 record going 8-0 in conference play. The Golden Eagles placed First at the Central "A" Divisional Tournament, and finished 1<sup>st</sup> at the State "A" Tournament. Earning 1<sup>st</sup> Team All-Conference and All-State honors were seniors Allie Adams and McCalle Feller. Second Team All-Conference honors went to seniors Erin Jensen, Jada Scheffelman, and Amanda Stenseth. Senior Lissa Quinlan earned Honorable Mention All-Conference honors.

Our sub-varsity teams both had outstanding seasons as well. Our freshman team, under the direction of Coach Josie Krause, finished the season 14-5. The JV team, under Coach Deena Ross, finished the year 17-1.

Our team continues to strive for excellence in the classroom as well and 13 of our 14 letter winners earned Academic All-State honors.

The 2011-2012 **Wrestling** team was coached by Chad Armstrong (fifth year head Coach) along with Vic Feller, and Mark Malone (assistant coaches). It was a season of ups and downs, but when it counted most the wrestlers were able to peek at the right time and had a great state tournament. At the beginning of the season we went to the CMR tournament and placed 14<sup>th</sup> with 2 champions. The next tournament was the Cut Bank tournament where we placed 6<sup>th</sup> and had 6 kids place in the top six along with 2 champions. The next tournament was the Rocky Mountain Classic tournament where we struggled and placed towards the bottom. We had 2 placers at Rocky. The Class A Duals was next and we did have a good weekend. We stayed on the championship side and ended with 6<sup>th</sup> place. At the Divisional Tourney we placed third and had 1 champion, a second place, 1 third place, and 1 fourth place finisher. We ended up taking 10 to State. At State we placed 11<sup>th</sup> and had five kids place in the top 6. We had 2 wrestlers take 6<sup>th</sup> place, 1 wrestler take fifth place, one take fourth place, and we had one take second. We had many wrestlers at State win 1 or more matches for the Golden Eagles. The overall performance of this year's team was filled with ups and downs, but they wrestled hard and they performed when it counted the most. This performance will give them more to build on and confidence that the Golden Eagles can perform with the best teams out there in the state of Montana.

The 2011-2012 **Tennis Team**, under the direction of Diane Lewis, Head Coach, and Sam Helmer and Justin Guyer, Assistant Coaches, was led by an overall novice team consisting of 5 seniors, 11 juniors, 10 sophomores, and 14 freshmen. The Divisional team included 3 seniors, 11 juniors, 4 sophomores and 4 freshmen inclusive of the

alternates. Forty players finished the tennis season this year. We are encouraged by the talented returning players as well as the 16 athletic freshmen and sophomores we were privileged to work with this year. Highlighting the year was the play of six players that advanced from Divisional to State. They were: Andrew Bruno placing 3rd in Boys Singles, Jeanna Mane placing 4th in Girls Singles, Andy Butcher/Austin Songer placing 4th in Boys Doubles, and Jennifer Monger/Andrea Nielsen placing 2<sup>nd</sup> in Girls Doubles. Singles player Jordan Snapp missed a state berth by only one match. Once again a very successful Central Class “A” Divisional Tennis Tournament for our placers and those that gained experience playing at Divisional. Livingston hosted the Divisional Tournament at Bozeman High’s courts and MSU Indoor Courts because of the weather.

Our teams as a whole did a nice job at the State Tournament. Andrew Bruno, Jeanna Mane, and Jennifer Monger/Andrea Nielsen all won at least one match at State. The Fergus Girls Team placed 7<sup>th</sup> overall and the Fergus Boys Team placed 13<sup>th</sup>. We did experience rain Thursday and were forced to complete some of the tournament on the indoor courts at the Meadow Lark Country Club Courts in Great Falls. The rest of the tournament was on the CMR Courts in very chilly weather conditions.

A strong group of juniors and seniors returning appears poised to provide excellent leadership next season. Head Coach Diane Lewis and the assistants look forward to hosting teams during the season next year. We also look forward again to talented participants for the 2012-2013 tennis season.

The 2011 Fergus Golden Eagle **Golf** season had 26 participants, 7 girls and 19 boys. The season started Aug 11<sup>th</sup> with 8 Varsity meets and 4 JV meets. Second Year Head coach is Mary Kynett and second year assistant coach is Jeff Friesen.

The boy’s team finished the regular season in 3<sup>rd</sup> place at Divisional Tournament in East Glacier which gave us the opportunity to compete as a team at State. We had three boys place in the top 15 as individuals which gave them All-Conference recognition. Placing at Divisional were Junior Jesse Kynett 4th, Sophomore Preston Kynett 12<sup>th</sup>, and Senior Lucas Burg 13<sup>th</sup>. The last two State qualifying members of the Fergus High Golf team were Sophomore Kyle Myhre and Freshman Zach Hould. They competed as a team at State in Hamilton and placed 11<sup>th</sup> over all as a team with Jesse Kynett making the All-State Team by placing 10<sup>th</sup>. Coulter Roberts also lettered for the Varsity qualifying to play in 4 Varsity meets.

On the girls’ side we placed 2<sup>nd</sup> as a team at Divisional, which took us to the State Tournament in Hamilton. Members of the qualifying girls’ team were Sophomores Marlee Thomas and Sidney Smith, plus Juniors Rayann Brown, Hannah Thomas and Jenn Monger. Four girls received All-Conference status: Rayann 14<sup>th</sup>, Marlee 12<sup>th</sup>, Sidney 10<sup>th</sup> and Hannah 5<sup>th</sup>. The girls did very well at State by placing 6<sup>th</sup> overall as a team. We did not have any girls place in the top 15 for All-State status, but Sydney Smith placed 16<sup>th</sup>, just one spot out of medaling. Sophomore Kaira Blume also lettered on the Varsity qualifying to play in 4 Varsity meets.

There will be five returning letter winners for the boys and six returning for the girls come the 2012 golf season in the fall. The girls’ team will be very strong and we will be pushing hard to bring home a first place trophy next year at Divisional which will be held in Livingston.

2012 was a great season for the Golden Eagles **Track and Field** Team, with the girls taking 2<sup>nd</sup> Place at State with 58 points. Steve Olson was in charge of the jumps (long, triple and high) as well as the short relay teams with help from Gary Ceclre. Vic Feller was in charge of the throwing events. Suzie Flentie was in charge of distance and 1600 meter relay teams. Gary Ceclre was in charge of the hurdles and sprinters this season. We also had Tara (Gary's daughter) volunteer with the hurdles and sprints. Our other volunteer assistant, Steve Foy was in charge of pole vault. We had 47 athletes finish the season. We took 28 of them to the Divisional Track Meet, which was held in Havre. The boys and girls both took second behind the Belgrade teams. Eight boys qualified for State along with 13 girls. The girls placed 2<sup>nd</sup> at State with 58 points. McCalle Feller won the high jump, breaking the school record with a jump of 5' 7". She also won the javelin with a throw of 130' (She also broke the school record in the javelin at the twilight meet in Glendive with a throw of 139' 11".), along with a 2<sup>nd</sup> place finish in the triple jump with another personal best 34' 11". Kiera Bulluck won both the 100 and 300 hurdles in times of 16.07 and 46.05. She also took 3<sup>th</sup> in the high jump with a jump of 5' 2", and 5<sup>th</sup> in the long jump at 15' 11.5". Kiera broke the Divisional 300 Hurdle record with a time of 45.47. The final state placer for the girls' team was the 400 relay team of Jada Scheffelmaer, Nicole Karhi, Mikaela Olson, and Kiera Bulluck. They took fifth place with a time of 51.73. The boys' team scored one point coming from Brock Butcher with a sixth place finish in the 400 meter run with a time of 52.48. Things are looking really bright for the boys program in the near future. Our girls' team is losing some very talented individuals to graduation, but hopefully the athletes from the incoming freshmen class will help build strength for the team.

Under the guidance of Coaches Mike Mangold, Justin Jenness, and Mike Davis, the Golden Eagle **Softball** Team compiled a record of 17 wins and 9 losses. Capping off the season was a run at the State Tournament that saw the team win their first two games, lose their starting pitcher to injury, and play in the quarterfinals for the first time in their brief history. The Golden Eagles finished with a Fifth Place finish at State. The team consistently showed improvement in the mental aspect to the game as the season progressed. Of the 9 losses during the season, 6 were to the top three teams in the state. Seniors Allie Adams and Amanda Stenseth showed superior leadership during the season and both are moving on to play college ball at UGF. Allie and Amanda were both selected All-State and First Team All-Conference. Nadja Robertson was selected 1<sup>st</sup> Team All-Conference and 2<sup>nd</sup> team All-Conference selections were Mary Birdwell, Alyssa Yaeger, Maddie Comes, and Ashley Jarvis. Honorable Mention was earned by Cassi Miller.

At the **elementary level**, in grades five and six, programs were run in volleyball, basketball, and wrestling. We did not have a track program again this year due to time constraints. Once again due to budget restraints volunteer coaches were used and the length of the programs was six to seven weeks. Wrestling combines with the Junior High to help increase participation. It is still hard to recruit coaches for the time period we need them. It is still highly recommended, if we are ever able to afford the stipend for the

coaches again, to do so as soon as possible. Elementary participant numbers were: Volleyball-49, Girls Basketball-32, Wrestling-18, and Boys Basketball-26.

We feel the activities programs at Fergus have a lot to offer all the young students attending Lewistown Public Schools. Activity programs provide valuable lessons on many practical situations such as teamwork, sportsmanship, winning and losing, and hard work. Through participation in activity programs we provide the opportunity for students to learn self-discipline, build self-confidence, and develop skills to handle competitive situations. Students in activities tend to achieve higher grades than those who do not participate in activities, have a lower drop out rate, and have better school attendance and fewer discipline problems. Students will seek to find educational opportunities available to them as a result of their participation.

Fergus High School provides many activities that support the academic mission of our school. Activities are not a diversion, but rather an extension of a good educational program. The confidence in almost all Fergus activities programs seems to be strong. The staff is highly professional, motivated, and very enjoyable to work with. We, in the Lewistown Public Schools and Fergus High, look forward for good things to come.

Respectfully submitted,

Jeff Elliott  
Assistant Principal/Activities Director

**ACTIVITIES**



**LEWISTOWN JUNIOR  
HIGH SCHOOL**

**Tim Majerus**

**Annual Report**  
**Lewistown Junior High School**  
**Activities 2011-2012**  
**Jim Daniels and Tim Majerus – Co-Athletic Directors**

The following is a listing of the activities offered at LJHS and the names of the coaches for each sport. The participation numbers are included within each program area description as well as listed in a separate table that is included at the end of the report.

The athletic programs were lead by Co-Athletic Directors Jim Daniels and Tim Majerus. They provided the LJHS with the needed leadership in organizing and scheduling our extracurricular activities. Their work was evident in the success of our events.

The athletic department tried to up-date some old and outdated equipment and uniforms. Using the student activity funds the 8<sup>th</sup> grade volleyball team was given new uniforms. Keeping safety in mind we continued our rotation of refurbishing football helmets. We also evaluated the condition of our shoulder pads and purchased 15 new sets.

**Boys Football** – Brad Breidenbach continued to provide leadership as our head football coach with assistant coaches Dean Ashley, Matt Woody, and Nolan Porter. A total of 48 players participated: 26 seventh graders and 22 eighth graders.

**Girls Cross Country** – Mary Kepler continued to provide leadership for an enthusiastic group of runners. A total of 8 girls participated.

**Girls Basketball** – Sherry Breidenbach continued to provide the leadership as the head girls coach. She was assisted by Kelly Berg and Kar Conner. A total of 31 girls participated: 16 seventh graders and 15 eighth graders.

**Boys Basketball** – Brad Breidenbach provided the leadership in the boys' basketball program and was assisted by Kyle Trafton and Justin Jenness. A total of 28 boys participated: 15 seventh graders and 13 eighth graders.

**Girls Volleyball** – Tara Taylor once again provided a successful volleyball program for the junior high. In the final tournament of the season both 8<sup>th</sup> grade teams played for the championship of the league. Tara was assisted by Ashley Jenness and Patti Petersen. A total of 39 girls participated: 19 seventh graders and 20 eighth graders.

**Track and Field** – Mary Kepler continued as the Head Track Coach, assisted by Brad Breidenbach and Teresa Majerus. A total of 63 students participated, 42 students were recognized as completing the whole track season while 21 students were recognized as having participated through a portion of the season.

**Cheerleading** – Participation in cheerleading dropped this year due in part to a late start. New coach, Trina Vanek, lead the cheerleaders through the fall and winter sports. Because of the number of participants who were involved in other activities it was decided not to participate in the March cheer competition held at FHS. A total of 16 girls participated.

**Wrestling** – Head Coach Chad Armstrong, assisted by Mark Malone. A total of 12 junior high boys participated: 5 seventh graders and 7 eighth graders.

Participation continued to be strong at the junior high; however we are finding that students are beginning to face several choices in the spring. This year around 1/3 of the students who went out for track were honored with participation instead of completion certificates. The reason for most of the students was they were also involved in soccer, club volleyball, softball or baseball.

One of the more positive things of our programs is the consistency of the coaching staff. This consistency in the program is a key component in maintaining a quality program and continuing to coordinate with the high school programs. Coaching at the junior high school level is a job driven by the love of the sport and the desire to help your athletes develop their skills. I have the highest praise for our coaching staff and their commitment to the students at LJHS.



# **ASSESSMENT**

**Scott Dubbs**

*Lewistown Public Schools*  
2011-2012 Assessment Annual Report



Submitted by:  
Scott Dubbs, Curriculum Director

Assessments continue to become a bigger part of the world we live in. With increased public scrutiny and the expectation for a one size fits all form of accountability, it will probably only become bigger.

Most of the transition in this direction comes as a result of Montana's response to expectations tied to "No Child Left Behind" (NCLB) and how Montana's assessment is used to determine Annual Yearly Progress (AYP). The state assessment is a criterion referenced test (CRT) which is formally referred to as the Montana CRT or MontCAS with the annual student scores tied to type of ranking used to evaluate District, school and student learning.

There are many reasons to be concerned about this form of high stakes testing and the perceived value that comes from a snapshot of student progress. However, there are also many positive reasons for schools and teachers to use that data to help drive school improvement in general, and student learning in particular. We do need to analyze and make decisions for our students that will help insure we provide them with strong academics. In this vane, those changes will become more of a reality as more and more teachers improve their understanding of how these assessments can help improve overall student classroom success

The other obvious transition with assessments will be related to obtaining and understanding other forms of measure within our schools such as improving development of classroom assessments. Other measures of student progress should come from data obtained using other more formative assessments along with classroom and schoolwide measures coming from other aspects of our school community.

As a result of the need to have predictive measures of student growth, our District partnered three years ago with the Northwest Evaluation Association (NWEA) to provide the MAP tests that we give three times per year. The results from MAP tests are valuable in helping each teacher and each school track individual student success three times a year. The students' scores from MAP tests directly correlate to student scores on the statewide MontCAS tests to help predict whether or not students scores are improving. Those scores are also used to help place students appropriately in our classrooms at all levels and drive other classroom or curriculum decisions.

Additionally, our students are scheduled from time to time take the National Assessment of Educational Progress (NAEP) which can provide comparisons with other states to help fill in that picture. Likewise, for many years our Fergus High students have been engaged with college entrance exams like the ACT and SAT which provide completion data on our high school students. The results from these tests have been looked at for years but need to be given more focus.

This past year we started a focus on using another assessment to support our classroom teachers and RTI teams in their quest to benchmark student progress and monitor student growth. This program has been utilized some in the past with resource and Title I students in math but starting next fall

will be used K-6 to probe each student's learning's in oral reading, early literacy, reading in the content area, spelling, written expression, early numeracy, math concepts and math computation. The programs framework allows teachers access student data and reports it back in multiple ways to support their work.

As we look to next year, changes on the horizon include our future participation with other Montana schools in the Smarter Balanced Consortium (SBAC), which will provide out new statewide assessment starting in the school year 2014-15. This new assessment will be tied to the Montana Common Core and will measure student learning in multiple ways; but will also use technology to eliminate our dependence on the paper and pencil MontCAS assessments we utilize today. Results will be far more immediate and will be available for teachers to help close learning gaps before the end of each school year. In preparation for SBAC, earlier this summer we were part of a pilot program for the state to test their Technology Readiness Tool. This tool will be used by all schools to determine the level of technology available for the new assessments.

Our current statewide assessment (MontCAS) will remain in effect for two more years so will we will also need to maintain a large focus on it for our schools.

### **LEWISTOWN CRT SUMMARY RESULTS**

The following information in the following tables are summaries of the Lewistown Public Schools CRT results. These results are reported by grade level and will be tied to our Annual Yearly Progress (AYP) determinations.

In my opinion, it is fair to state that our student results are very positive. In almost every comparison our scores have risen from last year's results and I believe our final AYP determinations will reflect the positive results shown below. Additionally, our grade level results continue to be higher than state averages across the board. In reading specifically almost every class is reading at or above state proficiency goals.

It is important to note that the state goals in reading and math have increased again, this year to 89.6% proficiency for reading (from 84.4%) and 80% for mathematics (from 70%). So, this year, to be proficient in reading and math our student averages must meet those benchmark proficiency levels at all grade levels. In addition to all students meeting those benchmark levels, all of the subgroups within our schools must also meet those same performance levels. A subgroup is defined as any group of students that falls within the same demographics that consists of 30 or more students within the school. The tables provided below show the major groups or subgroups within our schools.

The table below represents the test results for **all students** given the assessment during this year's CRT:

| Grade       | Subject | Advanced/<br>Proficient | # of<br>students | Nearing<br>Proficient<br>/Novice | # of<br>students | Total<br>Students | Class<br>of |
|-------------|---------|-------------------------|------------------|----------------------------------|------------------|-------------------|-------------|
| <b>3rd</b>  | Math    | 76%                     | 73               | 24%                              | 23               | 96                | 2021        |
|             | Reading | 93%                     | 89               | 7%                               | 7                | 96                |             |
| <b>4th</b>  | Math    | 65%                     | 50               | 35%                              | 27               | 77                | 2020        |
|             | Reading | 90%                     | 69               | 11%                              | 8                | 77                |             |
|             | Science | 63%                     | 49               | 36%                              | 28               | 77                |             |
| <b>5th</b>  | Math    | 73%                     | 68               | 28%                              | 26               | 94                | 2019        |
|             | Reading | 83%                     | 78               | 17%                              | 16               | 94                |             |
| <b>6th</b>  | Math    | 76%                     | 73               | 24%                              | 22               | 95                | 2018        |
|             | Reading | 91%                     | 86               | 9%                               | 9                | 95                |             |
| <b>7th</b>  | Math    | 79%                     | 71               | 21%                              | 19               | 90                | 2017        |
|             | Reading | 95%                     | 86               | 4%                               | 4                | 90                |             |
| <b>8th</b>  | Math    | 79%                     | 68               | 20%                              | 18               | 86                | 2016        |
|             | Reading | 96%                     | 82               | 4%                               | 4                | 86                |             |
|             | Science | 76%                     | 66               | 24%                              | 20               | 86                |             |
| <b>10th</b> | Math    | 62%                     | 45               | 37%                              | 27               | 72                | 2014        |
|             | Reading | 85%                     | 61               | 16%                              | 11               | 72                |             |
|             | Science | 57%                     | 41               | 43%                              | 31               | 72                |             |

AMO goals for AYP determination this year are 89.6%\* for reading and 80%\* for math.

The table below represents the test results for our subgroup of **special education students** given the assessment during this year's CRT. It is important to note that the students who fall into this subgroup have already been identified as learning differently from the general student population. All of these students have Individualized Education Plans to assist them in making educational gains throughout the school year. Educators understand it is not realistic to expect the same type of performance on this type of assessment.

| Grade      | Subject | Advanced/<br>Proficient | # of<br>students | Nearing<br>Proficient<br>/Novice | # of<br>students | Total<br>Students | Class<br>of |
|------------|---------|-------------------------|------------------|----------------------------------|------------------|-------------------|-------------|
| <b>3rd</b> | Math    | 58%                     | 11               | 42%                              | 8                | 19                | 2021        |
|            | Reading | 79%                     | 15               | 21%                              | 4                | 19                |             |

|             |         |     |   |     |    |    |      |
|-------------|---------|-----|---|-----|----|----|------|
| <b>4th</b>  | Math    | 27% | 3 | 73% | 8  | 11 | 2020 |
|             | Reading | 54% | 6 | 45% | 5  | 11 |      |
|             | Science | 36% | 4 | 63% | 7  | 11 |      |
| <b>5th</b>  | Math    | 23% | 4 | 78% | 14 | 18 | 2019 |
|             | Reading | 50% | 9 | 50% | 9  | 18 |      |
| <b>6th</b>  | Math    | -   | - | -   | -  | 9  | 2018 |
|             | Reading | -   | - | -   | -  | 9  |      |
| <b>7th</b>  | Math    | -   | - | -   | -  | 8  | 2017 |
|             | Reading | -   | - | -   | -  | 8  |      |
| <b>8th</b>  | Math    | 10% | 1 | 90% | 9  | 10 | 2016 |
|             | Reading | 70% | 7 | 30% | 3  | 10 |      |
|             | Science | 40% | 4 | 60% | 6  | 10 |      |
| <b>10th</b> | Math    | 50% | 5 | 50% | 5  | 10 | 2014 |
|             | Reading | 70% | 7 | 30% | 3  | 10 |      |
|             | Science | 50% | 5 | 50% | 5  | 10 |      |

AMO goals for AYP determination this year are 89.6%\* for reading and 80%\* for math.

The table below represents the test results for our subgroup of **economically disadvantaged students** given the assessment during this year's CRT:

| Grade      | Subject | Advanced/<br>Proficient | # of<br>students | Nearing<br>Proficient<br>/Novice | # of<br>students | Total<br>Students | Class<br>of |
|------------|---------|-------------------------|------------------|----------------------------------|------------------|-------------------|-------------|
| <b>3rd</b> | Math    | 70%                     | 38               | 29%                              | 16               | 54                | 2021        |
|            | Reading | 90%                     | 49               | 9%                               | 5                | 54                |             |
| <b>4th</b> | Math    | 53%                     | 21               | 48%                              | 19               | 40                | 2020        |
|            | Reading | 90%                     | 36               | 10%                              | 4                | 40                |             |
|            | Science | 53%                     | 5                | 48%                              | 5                | 10                |             |
| <b>5th</b> | Math    | 57%                     | 26               | 43%                              | 20               | 46                | 2019        |
|            | Reading | 74%                     | 34               | 26%                              | 12               | 46                |             |
| <b>6th</b> | Math    | 68%                     | 30               | 31%                              | 14               | 44                | 2018        |
|            | Reading | 84%                     | 37               | 16%                              | 7                | 44                |             |
| <b>7th</b> | Math    | 75%                     | 30               | 25%                              | 10               | 40                | 2017        |
|            | Reading | 91%                     | 36               | 11%                              | 4                | 40                |             |

|             |         |     |    |     |    |    |      |
|-------------|---------|-----|----|-----|----|----|------|
| <b>8th</b>  | Math    | 65% | 15 | 35% | 8  | 23 | 2016 |
|             | Reading | 87% | 20 | 13% | 3  | 23 |      |
|             | Science | 56% | 13 | 43% | 10 | 23 |      |
| <b>10th</b> | Math    | 44% | 8  | 55% | 10 | 18 | 2014 |
|             | Reading | 67% | 12 | 34% | 6  | 18 |      |
|             | Science | 45% | 8  | 56% | 10 | 18 |      |

AMO goals for AYP determination this year are 89.6%\* for reading and 80%\* for math.

**BUSINESS  
OFFICE**

**Mike Waterman**

## MEMO

TO: Lewistown Board of Trustees

FROM: Mike Waterman, Business Manager

DATE: June 1, 2012

SUBJECT: ANNUAL REPORT

After several years of significant change, 2011-2012 proved to be a much calmer year for the Lewistown Business Office. We did not have any employee turnover—which is fortunate, because the District is fortunate to have a knowledgeable and dedicated staff in the Lincoln Building.

Highlights of the year included:

- Receiving a finding-free audit for FY11. This 'clean' audit represents the culmination of years of work and updating by the Business Office staff, and they certainly deserve credit for their efforts. While issues will arise and processes and personnel will certainly change over time, strong internal controls and accurate financial statements are key to providing good accountability to the taxpayers and community. As such, the Board and community should expect a high level of accountability and responsiveness into the future.
- Transitioning certified staff to the District's time clock. Although certified staff is salaried, they now request their various leaves on our electronic time reporting system. This change not only reduces paperwork, but it also positions the District to implement the electronic substitute tracking module we purchased a couple of years ago. We believe this module will automate the process for paying substitutes, and ultimately result in significant time savings for Business Office staff.
- Transitioning to a new fixed asset tracking system. This year, I created an Excel spreadsheet to track the District's fixed assets. This spreadsheet will replace the fixed asset tracking module in our accounting system that we previously used. This new process offer two primary benefits: first, we will save the cost of the fixed asset tracking module (about \$1300 per year). Second, the old system did not provide the fixed asset reports we need for our financial reporting. The new spreadsheet does, and as such, should streamline this aspect of our reporting.

### Goals for the Future:

Next year, I don't foresee lots of new changes. Rather, we will evaluate our procedures as we continue to look for ways to improve our operation. Our ongoing goal is to become more efficient while maintaining our current high level of accuracy.



My primary goals for the upcoming year include:

- Continue to help get our principals and department supervisors get comfortable with their budgets. While I will certainly continue to monitor all of the budgets, I think a working knowledge of the budget is a key component in effectively managing a building or department.
- Cross train business office employees. As with all businesses, we need to make sure our positions aren't reliant on any one person. This goal is a long-term one, but we do need to start the process.
- Implement the substitute tracking module, as described above.

### Review of Board Objectives

When developing the Strategic Plan, the Board adopted several goals related to Fiscal Management and Responsibility. Following you will find a list of the current goals along with an explanation of their status.

#### OBJECTIVE 1

Objective: 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.

Status: All staff members are aware of the need to streamline our operation. Many of the initial improvements have been made, and our focus at this point is to continually evaluate their effectiveness while looking for other ways to improve. This work is never done: we must always be on the lookout for other ways to streamline our processes.

Current objectives in this area include:

- Implementing the substitute tracking module of our time clock system
- Investigating a districtwide printer maintenance contract

#### OBJECTIVE 2

Objective: Seek ways to better involve staff in budget development.

Status: Ongoing. In our current budget development model, principals and supervisors evaluate their budgets and make changes and accommodations where necessary. This system seems to work better than the zero-based version we tried a couple of years ago: it reduces some of the work, but still allows us to craft a budget around employees' needs. I envision continuing to use this system into the future.

Frankly, I believe we can still improve our budget development process. This year, for example, we noticed that our high school activity travel budget seemed excessive compared to our actual costs. As a result, we were able to reduce that allocation for FY13 without impacting our operations. I suspect

there are more budget areas we could evaluate with similar results, and I look forward to working with the other administrators to identify those areas.

Confusion continues to exist regarding our budget, and as a result, there is also see an ongoing need to get more information out to staff and the Board. Next year, I plan to address that issue with more focused email communications and perhaps more budget overview meetings. I would also welcome any suggestions the Board may have in this area.

### OBJECTIVE 3

Objective: 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 (2013).

Status: The 2013 session is right around the corner, and the planning process has already begun. The Board is aware of the K-12 Vision Group proposals and has also endorsed a change to the Technology Fund. With these pieces in place, the Board must now determine the level of involvement it wishes to have in the legislative process. If Trustees do desire a “strong and influential presence” as the stated objective indicates, I would encourage you to identify stakeholders, open communication channels, and establish relationships in the very near future.

### OBJECTIVE 4

Objective: 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.

Status: Ongoing. The District already cooperates with neighboring districts for technology services and the Construction Academy. We will continue to aggressively seek out opportunities to share resources.

Objective 5 under Fiscal Management and Responsibility is not functions of the Business Office.

As you can see, we have a lot on our plate in the Business Office. However, we have strong, competent employees, I look forward to working through these challenges with them in the coming year. Please contact me with questions.

Mike

**CENTRAL  
MONTANA  
EDUCATION  
CENTER**

**Diane Oldenburg**

# **CENTRAL MONTANA EDUCATION CENTER, 2011-2012**

Diane Oldenburg, Director

The Central Montana Education Center continues to serve area citizens with varied and diverse offerings from each of five departments, which resulted in 2,730 total enrollments during this program year. Please note the attached statistical reports for specific enrollment figures.

## **ADULT EDUCATION**

A comprehensive program of 94 educational, social, recreational and cultural opportunities for adults was offered during the 2011-2012 term. Advertising efforts included distributing 8,000 adult education flyers to area households three times per year, as well as advertising in the Lewistown News-Argus and coverage on KXLO-KLCM Radio.

Classes were held in conjunction with the American Heart Association, the Alberta Bair Theatre in Billings, District 6 H.R.D.C., MSU-Fergus County Extension Service, Lewistown Master Gardeners, Kring's Greenhouse, CMR Wildlife Refuge, and the Pine Meadows Golf Course.

## **DRIVER EDUCATION**

Our Driver Education program provides quality instruction and excellent hands-on training while teaching important lifetime skills to our students.

We offered two sessions of Driver Education during June 2011, along with our new offerings of sessions during Semester 1 and 2 at Fergus High School. The in-school sessions took place during seventh period of the school day. Students had to be fully enrolled at Fergus High School in order to participate in the in-school sessions, and received a quarter of a credit for successful completion of the course. We provided all summer students with a complete schedule of classroom dates and all behind-the-wheel appointments so their families could plan ahead. They received this schedule several months prior to their Driver Education session start date. The School District Nurse gave all students a vision screening, prior to any behind-the-wheel experience.

We continue to offer installment plans to parents who are unable to pay the \$280 fee in one payment. Approximately four to six families exercise the time payment option each session.

The amount of state reimbursement for a program year is unknown until our students have already been served each year. This year the State will contribute \$100.00 per student, which is the highest contribution rate in over a decade. It will be necessary to continually look at ways to keep the program affordable and viable. Other variables that continue to affect the program budget are decreasing enrollment numbers, along with higher fuel and insurance costs.

## **ADULT BASIC EDUCATION / GED PROGRAM**

This program serves individuals who are in need of their GED diploma, or who need skills to obtain or retain a job, or those who need assistance to enter post-secondary training or college. Instruction is provided to brush up on basic academic skills, GED preparation, computer literacy, workplace skills, citizenship training, commercial and Montana driver's license assistance, and more. We serve eligible adults, sixteen years of age or older, who are not enrolled in a traditional school setting. Students work at their own pace and may start anytime. Instruction is free of charge to participants.

We also serve the Nexus Treatment Center with our program and provided their 80 incarcerated men with educational assessments as part of their intake process. Eighteen of the men we served were successful in earning their GED diplomas. We did full cap and gown graduations with them and the entire facility celebrated their accomplishment. In the five years that Nexus has been in Lewistown, we have helped 68 men get their GED diplomas through our ABE Program.

I serve as the Chief GED Examiner for the six county area and our program successfully assisted thirty-one people from this area to obtain their GED diploma this year; forty-nine GED diplomas total, when we include the Nexus members. We collaborated with local service organizations to provide GED Exam scholarships (\$55 each) for students in need of that monetary assistance.

We employ three part-time instructors who prepare students individually with one-to-one instruction in their area of need. The two instructors at the Lewistown Adult Learning Center and the instructor at the Roundup Adult Learning Center offer classes three days per week from September through June. Recruitment of the general population, as well as a strong referral system between area human service agencies, provides a steady stream of clients.

My office is responsible for adult basic education, GED preparation, and job skills training in Fergus, Wheatland, Petroleum, Judith Basin, Golden Valley and Musselshell Counties. The outlying counties are served as needs arise. The program will hopefully continue to be available through the renewal of our state and federal grant from the Office of Public Instruction. We have to apply annually for this grant.

Throughout the year, the ABE staff and I attended many mandatory training sessions and meetings with the Office of Public Instruction, as well as the GED Examiner training workshop, and we held bi-monthly in-service staff trainings.

## **EDUCATIONAL OPPORTUNITIES FOR CENTRAL MONTANA/ MSUN-LEWISTOWN**

A wide variety of college courses were taught by adjunct faculty at the Central Montana Education Center along with offerings delivered from campus on-line. In all, 195 courses were offered locally. Course work to complete general education core requirements, an Associate of Arts degree, an Associate or Bachelor's degree in Nursing, an Associate or Bachelor's degree in Business, as well as Masters level courses and continuing education for teachers were provided by MSU-Northern. Financial aid was available to assist qualified students.

We graduated twenty-four Registered Nurses this May, for a total of 216 since 1998. The Pinning Ceremony for the graduating nurses was held in Lewistown. That program continues to be popular and draws students from around the area, state, and nation. Many of our Nursing students received generous scholarships from various entities this spring to assist them with their education expenses.

We also had one student graduate with an Associate of Arts in General Education, and one who achieved a Bachelor's Degree in Nursing this spring. Many of our graduates attended the cap and gown ceremony on campus.

We offered sixteen different types of professional training seminars and workshops throughout the year with 596 total enrollments.

In my role as EOCM director, I also worked with various local service organizations to offer scholarship opportunities for our students. Additionally, I met with various representatives of MSU-Northern and the Montana university system throughout the year.

## **THE CONSTRUCTION ACADEMY**

We had 17 juniors and seniors from Fergus and Hobson High Schools who enrolled and participated in the Construction Academy, and who were job-ready in carpentry skills upon completion. Students completed a 1,920 square foot modular home with three bedrooms and 2 bathrooms. The home was a custom design and was pre-sold to its owner last fall.

The students also completed several other projects including building sheds and sawhorses for Edgewood Building Supply, building a storage shed for Fergus High School, plus building window frames and three barn-style doors and shutters at the sand house on Brewery Flats for the Big Spring Creek Trails Committee and CM Russell Wildlife Refuge. All in all, it was a tremendously successful year for the instructor and the students!

**CENTRAL MONTANA EDUCATION CENTER  
2011-2012**

**ADULT EDUCATION**

| <b>FALL 2011</b>          | <b>WINTER 2012</b>        | <b>SPRING 2012</b>        |
|---------------------------|---------------------------|---------------------------|
| Classes offered <u>30</u> | Classes offered <u>30</u> | Classes offered <u>34</u> |
| Classes held <u>22</u>    | Classes held <u>22</u>    | Classes held <u>23</u>    |
| Enrollment <u>253</u>     | Enrollment <u>221</u>     | Enrollment <u>383</u>     |

**TOTAL ADULT EDUCATION PARTICIPANTS: 857**

**CONSTRUCTION ACADEMY PARTICIPANTS: 17**

**DRIVER EDUCATION**

| <b>SUMMER 2011</b>   | <b>FALL 2012</b>     | <b>SPRING 2012</b>   |
|----------------------|----------------------|----------------------|
| 2 sessions           | 1 session            | 1 session            |
| Enrollment <u>45</u> | Enrollment <u>19</u> | Enrollment <u>21</u> |

**TOTAL DRIVER EDUCATION PARTICIPANTS: 85**

**ADULT BASIC EDUCATION/GED PROGRAM**

|                                     |                                      |
|-------------------------------------|--------------------------------------|
| ABE/GED Class Enrollment <u>144</u> | (66 Lewistown, 27 Nexus, 51 Roundup) |
| Total GED exams given <u>68</u>     |                                      |
| Total GED exams passed <u>49</u>    |                                      |
| Compass Tests <u>30</u>             |                                      |
| MUS Writing Assessments <u>7</u>    |                                      |

**TOTAL ABE/GED PARTICIPANTS: 249**

**EDUCATIONAL OPPORTUNITIES FOR CENTRAL MONTANA/ MSUN-LEWISTOWN**

| <b>SUMMER SESSION, 2011</b> | <b>FALL SEMESTER, 2011</b> | <b>SPRING SEMESTER, 2012</b> |
|-----------------------------|----------------------------|------------------------------|
| Classes offered <u>63</u>   | Classes offered <u>66</u>  | Classes offered <u>66</u>    |
| Classes held <u>22</u>      | Classes held <u>38</u>     | Classes held <u>41</u>       |
| Enrollment <u>84</u>        | Enrollment <u>261</u>      | Enrollment <u>326</u>        |

Number of classes offered: 195      **TOTAL ENROLLMENT, COLLEGE: 671**

Number of classes held: 101

**SEMINARS & WORKSHOPS 596**

**OTHER COLLEGE EXAMS PROCTORED 29**

**CAREER FAIR 226**

**TOTAL PARTICIPANTS SERVED BY CMEC, 2011-2012: 2,730**

# **CURRICULUM**

**Scott Dubbs**

*Lewistown Public Schools*  
2011-2012 Curriculum Annual Report



Submitted by:  
Scott Dubbs, Curriculum Director

This school year proved to be a very active one for curriculum development in the Lewistown Schools. However, before I share the highlights of our work I would like to express my appreciation for the Board's ongoing support and desire for continued review and development of our curriculum standards. The priority given funding of our adoptions within the school budgeting process for this year was not only vital to each team's curricular work but will also provide much needed resources for instruction for these disciplines within the classroom.

In addition, I need to provide thanks for the support and help of our District technology department for their work in helping teams store data, enable access to and sharing of the many documents reviewed and used by members of each committee. Many of those documents were readings that we would have been unable to print out individually, so our folders really were a huge benefit for our teams. Additionally, the use of our new Google Docs site enabled each of our teams to add, delete and modify their standards in a fashion that was organized, clean and efficient. As a result, the teams will be in more of a position to complete and share their work. This year we also started working toward providing much, if not all of our curriculum documents on the District website. A goal of ours for the future is to provide all documentation in this area electronically for our staff and the public.

Early on this school year, our Science Curriculum Team presented the final results of their three-year (plus) curriculum project to the School Board for adoption. Their work actually began during John Moffatt's final two years as Director of Curriculum and came together during the spring of 2011, formalized and proofed at the start of the school year. The project's document was completed in the fall and brought to the School Board at that time. Their resulting work was a bringing together of our curriculum and a review of work from the Bozeman Schools. It includes changes in science topics to meet expectations at the state level and helped focus our work more closely in alignment with that of MontCAS CRT assessments. I believe part of the reason for improved science assessment scores is a result of those efforts.

Also continuing work that started last year was the Technology Curriculum Team, which finished their curriculum standards earlier this spring and had their final adoption by the Board during the May 2012 Board Meeting. Their work is a bit unique in that in addition to being responsible for the review and drafting of our curriculum in that area, but for many other technology related tasks such as working with the LPS Technology Staff on policy, technology needs within our buildings and assisting in the professional development of staff on Instructional Technology and its integration into our classrooms.

In addition to the Technology team our Fine Arts, Health Enhancement, Library Media/Information Literacy along with Career and Technical Education (CTE) Curriculum Teams all worked on their standards during the year. While not all of these teams have finished proofing their work the Technology curriculum was adopted this spring and it is hoped that the Fine Arts, Library



Media/Information Literacy and Health Enhancement projects will soon have documents to come before the Board of Trustees for adoption.

The following is a brief outline or description of the work and a listing of our curriculum leadership team:

*Science Curriculum* – As mentioned above the team presented and had their curriculum standards adopted this school year. Team members included teachers: Justin Guyer (leader); Laura Gilskey; Gina Armstrong; Polly Weichel; Charley Karinen; Jill Reed; Jeff Russell; Steve Paulson; Suzy Flentie; Mike Mangold; Linda Rinaldi; and Gary Gebert; along with myself and Board member Mary Schelle. In addition to John Moffatt, former contributing members include Chad Armstrong who changed positions within the District and Carolyn Shields who retired last school-year.

*Technology Curriculum* – The technology leadership team started some of their work last year with the goal of addressing District needs, providing Technology In-service for staff and reviewing our old standards, the OPI standards and preliminary comparisons of our curriculum standards with other schools were discussed and will continue into next fall. Like the Arts, Health Enhancement and CTE there are very few resources and direction for this curricular area from the Office of Public Instruction. As a result, the team used readings provided which may provide some direction in determining curricular changes. Starting the spring of 2010 the team pretty much has met monthly until their work was completed this spring. Team members included Board member Jim Irish and teachers: Sandy Fox, Barb Fradley, Jeff Friesen, Brad Breidenbach; Germaine Stivers, Pat Giedd, Beth Kirsch, Lynn Lensing, Suzy Flentie, Devney Welsh, Bruce Marsden and Diane Lewis. Additional members included myself, administrators Michelle Trafton (team leader), Jeff Elliott and Tim Majerus along with the District's technology department members Pat Weichel, Lynne Klippense and Terry Lankutis.

*Fine Arts Curriculum Team* - The Fine Arts leadership team spent many hours during the 2011-2012 school year and are very close to completing adoption portion of their curricular work. As mentioned above it is a document that needs a bit more work in just a couple of areas with my hope to have it completed early on and be recommended to the Board this fall. Team members included Board member Barb Thomas and teachers: In the Visual Arts - Doug Braulick (co-leader), Margee Smith, Amanda Gee, Traci Fitzgerald, Andrea Payne, Jill Reed, Rachel Cole, and Krystal Ferguson. For Music - Brandon O'Halloran (co-leader), Mary Kepler, Bethany Rogers and Rich Kuntzelman.

This leadership team started their work in October and met a couple of times together but quickly morphed in to its main two component groups, Visual Arts and Music. OPI content standards had not changed for the Arts so both subgroups worked to best address our review around that. The Visual Arts subgroup working monthly to restructure and remodel our existing document into a format very similar to that used by the Technology team and OPI. The Music subgroup however was less inclined to hire subs and take time out of their work day and their activities prevented month after school meetings so they tended to work on their standards during PIR days and individually. Their standards were already in a form that they were comfortable with so with minor changes it was modeled more to meet our needs. The subgroup still needs to refine some of the standards and at the secondary level differentiate their work into individual courses by course or level.

*Health Enhancement Curriculum Team* - The Health Enhancement (HE) leadership team met monthly during the 2011-2012 school year to determine how to review and modify their work. They have a bit more work in the secondary level to complete their curriculum document to recommend it for Board adoption. Again it is my plan to have it completed early on and be recommended to the Board this fall. Team members included Board member Barb Thomas and teachers: DeeAnn Buehler (leader), Annette Bjelland, Ashley Jenness, Chad Armstrong, Steve Olson, Mike Mangold, Sherry Breidenbach, Robert Rutledge and administrator Jerry Feller.

The Health Enhancement leadership team also started their work in October and generally met monthly to look several different standard models from other districts to aid them in modifying and improving our curriculum. Like most of our current teams, the OPI content standards had not changed for Health Enhancement so their work also had to include how our standards could better fit into the OPI framework. They are expanding our existing document to better communicate expectations by building level or course level.

*Library Media/Informational Technology Team* - The Library Media leadership team worked diligently during the 2011-2012 school year to come together and is very close to completing adoption portion of their curricular work. As mentioned above it is a document that needs input on their part and my plan is to have it completed early on and be recommended to the Board this fall. Team members included Board member Barb Thomas and teachers: Jeff Friesen (leader), Barb Fradley and Brenda Gruener.

The leadership team started their work in October and met monthly to discuss their needs. Unlike the other curricular areas, OPI has remodeled their standards into their standard and grade level framework used by other teams. Because of that our team has focused their efforts on comparing OPI's document to ours and will be recommending changes built into that framework. Additionally, they met individually with Colet Bartow, the Library Media Specialist from OPI to discuss the accreditation concerns and especially to aid them in modifying and improving our curriculum. They also took valuable time from their libraries this April to visit four schools in the Billings District and take their ideas to help drive the team's work.

*Career & Technical Education Curriculum Team* - The Career and Technical Education (CTE) leadership team started out as our Vocational Arts team but quickly changed their name to reflect terminology that OPI has long since used in their documentation. The team met several times early on during the 2011-2012 school year but because of their activities, and the reality that they are four distinct educational area' had a very tough time working together during the school-year. Team members included Board member Jim Irish and teachers: Miranda Eike, Karen Durbin, Diane Lewis, Loren Drivdahl, Jared Long and administrator Jeff Elliott.

Much of the CTE team's best work occurred after the start of summer and they are now in a much better position to come together and complete their standards. As a result they still have several tasks that need to be completed due to the sheer numbers of different courses they teach but have come to agreement as to their templates and mode of sharing how they meet OPI standards. Mentioned above is a document that needs a bit more work and proofing and my plan is to have it completed early on and be recommended to the Board this fall.

*Additional Work* – Each of our schools has been made aware of the Montana Common Core Standards and will hear much more during the school year. Our Kindergarten team continued to

meet quarterly during the past year to help and coordinate instruction across all kindergarten classrooms to meet district curricular and instructional goals.

In addition to the work mentioned in the previous sections, next year will be a daunting one for curriculum in the Lewistown Schools. As you read above, other than Technology, our current teams will continue their work to review, upgrade and recommend their curriculum standards. Leadership teams in Communication Arts and Mathematics will start the process of decomposing their common core components to realign our curriculum with their document.

In summary, I would like to mention that our leadership teams this year did a great job of looking outside of the box to improve their standards and classroom instruction. And while we still have a bit more work I believe there will be many positives coming in their recommendations and when completed their work should be more helpful to them in guiding their work and be more valuable in the coming years.

# **MAINTENANCE**

**Paul Stengel**

**Maintenance Program Summary**  
**2011 – 2012**  
**Paul Stengel, Maintenance Supervisor**

The Lewistown Public Schools Maintenance Department has had another productive year. We have continued our preventive maintenance program. Several minor improvement projects were completed by the maintenance staff. These included remodeling work in the high school, moving furniture, grounds work, plumbing repairs, minor roof repairs at all buildings, working new HVAC systems problems, replaced light fixtures at Garfield, replaced toilet stalls at Fergus High School, replaced some Formica at Fergus High School and Highland Park, and installed new toilet stall doors at Lewistown Junior High School and Highland Park.

Custodial operations have continued without any changes in scope or procedures. We experienced no retirements but several staff shortages at Fergus High School.

Contracted services continue to be used for numerous repair and maintenance activities, and for major improvement projects. Highlights this year have included:

|   |           |
|---|-----------|
| Flooring Replacement at Several Buildings                 | \$9,742   |
| Miscellaneous Painting                                    | \$3,000   |
| Elevator Installed at Junior High                         | \$216,511 |
| Replace Lighting at Garfield                              | \$26,000  |
| Installed Reheat Coils in FHS 1 <sup>st</sup> Floor Rooms | \$25,920  |
| Replaced Roof on Lincoln.                                 | \$283,800 |
| Paved Teacher's Lot at FHS.                               | \$45,550  |
| Seal Coated Asphalt at FHS.                               | \$5,155   |
| Resurfaced 3 Tennis Courts at FHS.                        | \$12,800  |

Goals for the remainder of the year include:

- Painting & flooring at several buildings
- Seal coat asphalt at FHS & Garfield
- Install Fire escape at JHS
- Replaced 36 gym light fixtures at FHS
- Replace Boiler at FHS

Future goals include:

- Maintain/Increase budget for maintenance and operations
- Continue to push for planning process for District
- Continue yearly improvements at all school sites
- Continue Playspace improvements
- Increase energy usage reduction projects
- Retire

**SCHOOL  
FOOD  
SERVICE**

**Cindy Giese**

**School Food Service**  
Lewistown Public Schools  
215 7th Avenue South  
Lewistown, MT 59457  
(406) 535-5261



## **ANNUAL REPORT 2011-2012**

School Food Service had a relatively smooth year settling into increased technological changes and new and different situations in each building. We focus our efforts on feeding the students and try to maintain a consistent level of quality and variety in the nutrition we present to our district. Working as we do within all six of the district buildings, communication and cooperation are an ongoing challenge but essential to the success of Food Service and we try very hard to accomplish our goal of feeding children and promoting good nutrition while adapting to each building's diverse and varied needs and timeframe. Thanks to the administration and staff of these buildings along with Maintenance, Transportation, and Central Office for their assistance and cooperation to School Food Service and its role within the district.

### **PARTICIPATION**

Please refer to the enclosed statistics within this report for actual numbers.

#### **Breakfast**

- Student participation increased by 3,313 meals. We attribute this increase, in part, to the fact that the state of the national economy reached Montana and our local families are finding assistance through the district meal program. Eighty-four percent of our breakfast participants are from families that qualify for the free and reduced meal program.
- We worked with all schools' administration and teaching staff to educate students and parents on the value of breakfast and the fact that it is available at school each day. Team Nutrition out of MSU-Bozeman will include us in a pilot program to increase advertising about the breakfast program.
- We believe that the program is essential in Lewistown Public Schools as a contributor to the academic success and nutritional well being of our students. We submitted our elementary breakfast cycle menu for the Healthy Montana Menu Challenge Award sponsored by Team Nutrition. We were successful and were awarded a \$500 grant in May 2012 to use toward promoting our program in the coming school year.

#### **Lunch**

- Student participation was down by 2,808 student lunches and the percentage of student participation dropped to 62%. This occurred with an average drop in enrollment of 4 students. Participation dropped in all buildings except Fergus High while an increase in the number of free and reduced students participating in the school meal program rose by 4% to an overall district number of 53%.
- An observation about the increase in participation and the number of free and reduced students correlates with our economic times. We believe that our families are seeing the value in school meals but those on the borderline of eligibility for assistance are finding it difficult to afford the cost. Perhaps an increased effort of education about nutrition would be beneficial to all families and especially for the health of our students.
- The Food Service protocols initiated last year concerning student allergies and the accommodations that we provide continue to be a daily concern for us. Communication with families is essential so student safety and the availability of healthy food can happen.
- The Recess Before Lunch program used in a limited version at Highland Park continues to be a worthwhile venture for students. We are hoping to expand that concept into the older grade levels as time and scheduling allow.

- The grab ‘n go lunches provided at the Junior High and Fergus High have proved to be a successful option for those students who have other events scheduled during the lunch time or want a lighter fare than the hot lunch line offers. These same choices are offered to elementary teachers upon request and have proved a very favorable option for them.
- The number of daily earned lunches provided to adults was 3,041 amounting to \$11,707.85 of support to the district. School Food Service greatly appreciates the staff supervision of students during the lunch period at each school.
- School Food Service worked closely with the Mentor Program from Fergus High to promote peer interaction between elementary students and their high school mentors. Groups of between 10 and 12 high school students visited the elementary buildings about once a month and 77 students were provided an “earned” lunch amounting to \$238.70 of support to the program. It proved a challenging venture this year but, hopefully, will be continued next year with better communication between advisors and food service.

### **Ala Carte**

- Statistics show that our ala carte choices have proven successful with a stable amount of profit from the sales at both breakfast and lunch at both of the secondary schools.
- Our ala carte choices at both meals reflect nutritious, healthy products aimed at providing students with good alternatives to our reimbursable line.

### **CATERING**

- The value in dollars from this facet of our operation amounted to approximately \$14,150. However, 20% of this amount (\$2,995.12) was the total value of food/services provided for in-district events such as cookies for conferences, meals for committee meetings, principal requests, etc. that School Food was not reimbursed for directly.
- We served various divisions of the school district at staff meetings, special events, student functions, and fundraisers. We also assisted student activities and classroom teachers by ordering and/or furnishing food and supplies for their events.

### **EQUIPMENT**

- The care, upkeep and replacement of equipment are an ongoing challenge in our daily routine.
- With the assistance of our maintenance department we are generally able to keep abreast of the minor repairs to equipment that we need to operate and use local professionals as situations arise.
- There is still need to invest in more commercial equipment as some of the current “home kitchen” pieces are not able to handle the safety regulations and demand of increased participation. At year end we were able to upgrade freezers at the Junior High and Fergus High, a half size convection oven at Garfield and a stand mixer, a dough sheeter, and a braising pan for our Central Kitchen. These purchases will bring our safety level up considerably. We terminated our relationship with Coca Cola so we are providing our own ala carte refrigerators for the coming year. We will meet the ala carte demands using our current vendors and attempting to buy locally.

The move to Infinite Campus for our accounting and application processing has proved to be successful. The integration of information for students and parents of our district has facilitated access to meal accounts, streamlined the application processing, and made the reporting of reimbursement claims easier. We also are making use of the online payment feature and the automatic messaging system to further alert parents to the status of their student’s meal account balances.



## **EDUCATION**

- Regular opportunities for reaching students and parents come in the form of the monthly menus, K-8 newsletters, posters, radio, community television and our district website.
- School Food Service will continue to promote the message that nutrition is closely linked to student performance and behavior. The preventive method of teaching and modeling good nutrition habits could be far more effective in improving performance and behavior than dealing with poor results in both areas.
- Our new federal mandates from the Healthy, Hunger-Free Child Nutrition Act will provide us with more and different challenges as far as portions, required foods, nutrition levels, serving style and budgeting for the increases.

Through creative promotion and marketing of our program and its benefits, we hope, with the help of our classroom educators, that students can build healthy lifetime habits for good nutrition and physical activity. Food can be fun!

## **SAFETY**

- As an ongoing effort to comply with our HACCP policy which is a mandated food safety plan, we will again try to get all of our staff trained. Most often this occurs during non-school hours so this shows commitment to the health and safety of our students and staff by Food Service employees and should be commended.
- Employees have attended adult education classes throughout the year and are willing to share their information at staff meetings. This is a means for them to acquire Continuing Education Credit as well as improving themselves and our operation.
- As a result of employee training and education, School Food Service, again, received sanitation inspections (as required by the HACCP policy) at each of our six kitchens without any “findings”. The comment from our local sanitarian was that school kitchens are the best in town and he was highly complimentary of our efforts.

## **PERSONNEL**

- We had new faces at Highland Park and Fergus High this year.
- Our loyal and committed staff does an excellent job of training new people so as to make our operation function at a top level of efficiency.
- We have one opening for fall and will be seeking applications in July.

Facing challenges with new regulations and whatever is put in front of us, our goal at School Food Service remains the same. We will always do our best to feed the students of Lewistown Public Schools. With the assistance of the Board, staff, and students we will work to enable our students to be the best that they can be.

Cindy Giese, Director

*“We serve education everyday.”  
We think food because kids can’t think without it!*

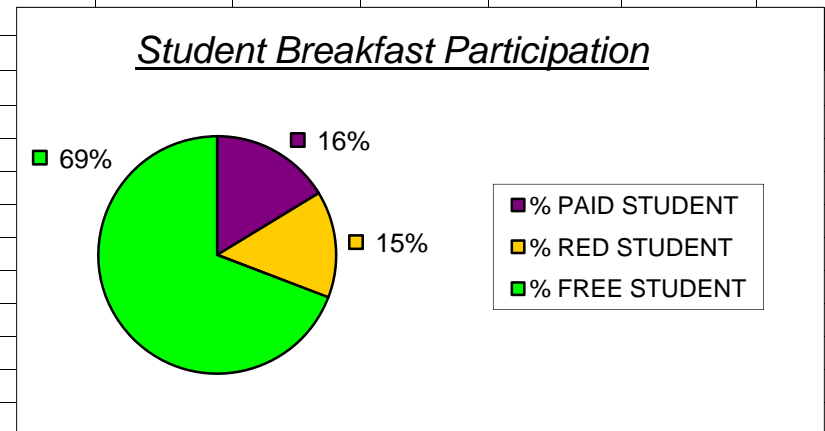
# SCHOOL FOOD SERVICE

BREAKFAST PARTICIPATION DATA  
2011-2012

SITE: District Summary

| MONTH         | STUDENT     |          |          |          |          |              |             |              |          | ADULT      |            |              | TOTAL      | # DAYS |
|---------------|-------------|----------|----------|----------|----------|--------------|-------------|--------------|----------|------------|------------|--------------|------------|--------|
|               | PAID        | ERN-PD   | ERN-RD   | ERN-FR   | ERN-TOT  | FREE         | REDUCED     | SUBTOT       | EARNED   | PAID       | SUBTOT     | ST+AD        |            |        |
| Aug/Sept      | 572         | 0        | 0        | 0        | 0        | 2615         | 533         | 3720         | 0        | 25         | 25         | 3745         | 27         |        |
| October       | 520         | 0        | 0        | 0        | 0        | 2123         | 498         | 3141         | 0        | 23         | 23         | 3164         | 19         |        |
| November      | 371         | 0        | 0        | 0        | 0        | 1998         | 435         | 2804         | 0        | 24         | 24         | 2828         | 17         |        |
| December      | 332         | 0        | 0        | 0        | 0        | 1593         | 367         | 2292         | 0        | 20         | 20         | 2312         | 14         |        |
| January       | 542         | 0        | 0        | 0        | 0        | 2307         | 498         | 3347         | 0        | 29         | 29         | 3376         | 20         |        |
| February      | 598         | 0        | 0        | 0        | 0        | 2348         | 502         | 3448         | 0        | 31         | 31         | 3479         | 19         |        |
| March         | 840         | 0        | 0        | 0        | 0        | 2944         | 572         | 4356         | 0        | 39         | 39         | 4395         | 22         |        |
| April         | 597         | 0        | 0        | 0        | 0        | 2521         | 470         | 3588         | 0        | 26         | 26         | 3614         | 18         |        |
| May/June      | 798         | 0        | 0        | 1        | 1        | 3161         | 611         | 4571         | 0        | 34         | 34         | 4605         | 23         |        |
| <b>TOTALS</b> | <b>5170</b> | <b>0</b> | <b>0</b> | <b>1</b> | <b>1</b> | <b>21610</b> | <b>4486</b> | <b>31267</b> | <b>0</b> | <b>251</b> | <b>251</b> | <b>31518</b> | <b>179</b> |        |

| MONTH           | AVE. ENROLL | AV DAILY PART. | % DAILY PART. | % PAID STUDENT | % RED STUDENT | % FREE STUDENT |
|-----------------|-------------|----------------|---------------|----------------|---------------|----------------|
| Aug/Sept        | 1189        | 138            | 12%           | 15%            | 14%           | 70%            |
| October         | 1191        | 165            | 14%           | 17%            | 16%           | 68%            |
| November        | 1181        | 165            | 14%           | 13%            | 16%           | 71%            |
| December        | 1169        | 164            | 14%           | 14%            | 16%           | 70%            |
| January         | 1172        | 167            | 14%           | 16%            | 15%           | 69%            |
| February        | 1170        | 181            | 16%           | 17%            | 15%           | 68%            |
| March           | 1181        | 198            | 17%           | 19%            | 13%           | 68%            |
| April           | 1179        | 199            | 17%           | 17%            | 13%           | 70%            |
| May/June        | 1175        | 199            | 17%           | 17%            | 13%           | 69%            |
| <b>AVERAGES</b> | <b>1179</b> | <b>175</b>     | <b>15%</b>    | <b>16%</b>     | <b>15%</b>    | <b>69%</b>     |



| Participation at individual schools: |               |  |     |
|--------------------------------------|---------------|--|-----|
|                                      | Highland Park |  | 13% |
|                                      | Garfield      |  | 18% |
|                                      | Lewis & Clark |  | 24% |
|                                      | Junior High   |  | 12% |
|                                      | Fergus High   |  | 10% |

\*This graph reflects the percentage categories for only those students participating in the breakfast program--not the percentages of the total student enrollment.

# SCHOOL FOOD SERVICE

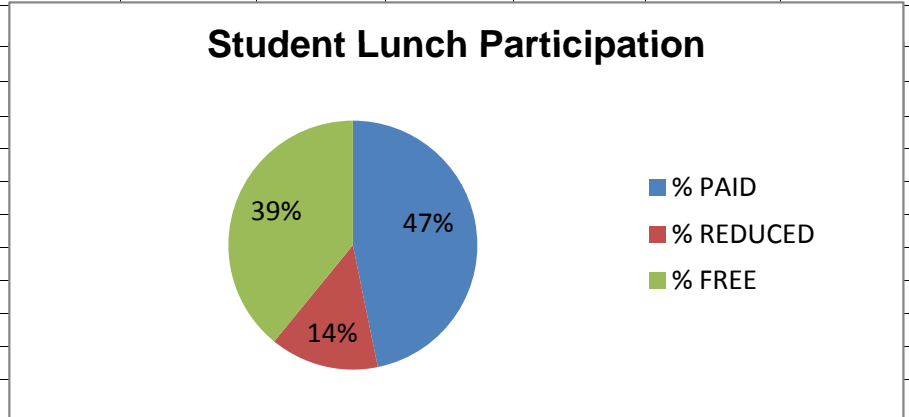
## LUNCH PARTICIPATION DATA

2011-2012

SITE: District Summary

| MONTH         | STUDENT      |            |           |            |            |              |              |               | ADULT       |             |             | TOTAL         | # DAYS     |
|---------------|--------------|------------|-----------|------------|------------|--------------|--------------|---------------|-------------|-------------|-------------|---------------|------------|
|               | PAID         | ERN-PD     | ERN-RD    | ERN-FR     | ERN-TOT    | FREE         | REDUCED      | SUBTOT        | EARNED      | PAID        | SUBTOT      | ST+AD         |            |
| Aug/Sept      | 9076         | 22         | 14        | 44         | 80         | 8174         | 2760         | 20090         | 425         | 557         | 982         | 21072         | 27         |
| October       | 6855         | 38         | 9         | 30         | 77         | 5481         | 2029         | 14442         | 337         | 350         | 687         | 15129         | 19         |
| November      | 6020         | 41         | 2         | 30         | 73         | 4763         | 1804         | 12660         | 293         | 366         | 659         | 13319         | 17         |
| December      | 4870         | 23         | 3         | 39         | 65         | 4029         | 1466         | 10430         | 357         | 288         | 645         | 11075         | 14         |
| January       | 6727         | 29         | 3         | 58         | 90         | 5526         | 2125         | 14468         | 328         | 400         | 728         | 15196         | 20         |
| February      | 6335         | 44         | 18        | 12         | 74         | 5380         | 1967         | 13756         | 307         | 413         | 720         | 14476         | 19         |
| March         | 7397         | 72         | 12        | 51         | 135        | 6243         | 2210         | 15985         | 346         | 469         | 815         | 16800         | 22         |
| April         | 6124         | 26         | 0         | 39         | 65         | 5144         | 1837         | 13170         | 287         | 428         | 715         | 13885         | 18         |
| May/June      | 7362         | 42         | 7         | 0          | 49         | 6270         | 2176         | 15857         | 361         | 499         | 860         | 16717         | 23         |
| <b>TOTALS</b> | <b>60766</b> | <b>337</b> | <b>68</b> | <b>303</b> | <b>708</b> | <b>51010</b> | <b>18374</b> | <b>130858</b> | <b>3041</b> | <b>3770</b> | <b>6811</b> | <b>137669</b> | <b>179</b> |

| MONTH           | AVE. ENROLL | AV DAILY PART. | % DAILY PART. | % PAID STUDENT | % REDUCED STUDENT | % FREE STUDENT |
|-----------------|-------------|----------------|---------------|----------------|-------------------|----------------|
| Aug/Sept        | 1189        | 744            | 63%           | 45%            | 14%               | 41%            |
| October         | 1191        | 760            | 64%           | 48%            | 14%               | 38%            |
| November        | 1181        | 745            | 63%           | 48%            | 14%               | 38%            |
| December        | 1169        | 745            | 64%           | 47%            | 14%               | 39%            |
| January         | 1172        | 723            | 62%           | 47%            | 15%               | 39%            |
| February        | 1170        | 724            | 62%           | 46%            | 14%               | 39%            |
| March           | 1181        | 727            | 62%           | 47%            | 14%               | 39%            |
| April           | 1179        | 732            | 62%           | 47%            | 14%               | 39%            |
| May/June        | 1175        | 689            | 59%           | 47%            | 14%               | 40%            |
| <b>AVERAGES</b> | <b>1179</b> | <b>732</b>     | <b>62%</b>    | <b>47%</b>     | <b>14%</b>        | <b>39%</b>     |



|   |                          |            |
|---|--------------------------|------------|
| <b>Participation at individual schools:</b> | <b>Highland Park</b>     | <b>77%</b> |
|   | <b>Garfield</b>          | <b>75%</b> |
|   | <b>Lewis &amp; Clark</b> | <b>77%</b> |
|   | <b>Junior High</b>       | <b>76%</b> |
|   | <b>Fergus High</b>       | <b>29%</b> |

\*This graph reflects the percentage categories for only those students participating in the lunch program-- not the percentages of the total student enrollment.

**SPECIAL  
EDUCATION**

**Wayne Chilcoat**

**ANNUAL REPORT  
SPECIAL EDUCATION SERVICES IN LEWISTOWN  
JUNE 2012**

**WAYNE CHILCOAT, SPECIAL EDUCATION DIRECTOR**

**Number of Students Receiving Special Education Services**

| <b>Year</b>     | <b>Lewistown Elementary</b> | <b>Fergus High School</b> | <b>Total</b> |
|-----------------|-----------------------------|---------------------------|--------------|
| 2001-02         | 157                         | 26                        | 183          |
| 2002-03         | 155                         | 46                        | 201          |
| 2003-04         | 160                         | 50                        | 210          |
| 2004-05         | 150                         | 58                        | 208          |
| 2005-06         | 169                         | 60                        | 229          |
| 2006-07         | 166                         | 59                        | 225          |
| 2007-08         | 149                         | 58                        | 207          |
| 2008-09         | 141                         | 54                        | 195          |
| 2009-10         | 117                         | 58                        | 175          |
| 2010-11         | 114                         | 52                        | 166          |
| 2011-12         | 116                         | 52                        | 168          |
| <b>Averages</b> | <b>145</b>                  | <b>52</b>                 | <b>197</b>   |

Lewistown’s Special Education programs continue to change, in part, due to its central location and in part to the perception that larger school districts can best meet the special education needs of children. Response to Intervention (RtI) continues to have inroads to meeting the educational needs of all students who are having difficulty learning. These efforts have resulted in what appear to be lower numbers in special education, although the numbers may be misleading.

As in past reports, the numbers listed are indicative of the number of students actually identified for special education services, however, a significant number of students continue to be supported through special education services, using RtI interventions while not being officially identified under IDEA. This “gray” area is an issue which needs to be monitored and addressed yearly. Technically, these students do not qualify for special education services, and special education funding cannot be used to provide services. We also know that with declining enrollment, diminishing budgets, and increasing demands, the only way to reach the ideals of No Child Left Behind (NCLB), is to share resources, using special education, Title 1, and classroom teachers, along with paraprofessionals, to build effective programs for all students.

This struggle to create a new system is also exacerbated by special education funding in Montana, with special educating funding tied to Average Number Belonging (ANB) as opposed to special education enrollment. This means that, as total enrollments decline, regular and special education are competing, more and more for available funds. Failure

to work together is not a viable option if Lewistown Public School hopes to truly improve instruction for all students.

RtI teams in each building are still at various levels of development and use. In most buildings this process is going slowly, but well. Some buildings have effective programs up and running, while other buildings are a work in process.

With the Compliance check of Special Education files by the Office of Public Education it was found that there are some training needs that will be addressed in September of the coming school year, to make sure all case managers and related service providers are “on the same page” when it comes to writing Individual Education Plans (IEP), Evaluation Reports, Progress Reports, etc. Time for professional development for special education staff needs to be made available during the school year and not just during PIR dates on the district calendar.

District Special Education staff have improved their communication between buildings by attending transition IEP meetings when the case management of a student was changing from for example, Garfield Elementary to Lewis and Clark Elementary.

A planning issue that the Lewistown District needs to address in the coming school year is the STAR program that provides services for emotionally disturbed students in the district. It is currently staffed and funded through the Central Montana Learning Resource Center Cooperative. The COOP cannot continue to staff and fund a program that serves only one school district and expect all other COOP districts to contribute financially.

# **TECHNOLOGY**

**Pat Weichel**

**Technology**  
**2011-2012 Annual Report**  
 Patrick Weichel, Technology Supervisor  
 Lynne Wise, Technology Integration Specialist  
 Terry Lankutis, Technology Support  
 Todd Lark, Technology Support  
 John Jensen, Technology Support



**District Web Site:**

The District's web server continues to be a source of district-wide information including:

- Academic, activity, and lunch calendars
- General academic information and news
- School Board meeting agendas
- Detailed course syllabi
- A variety of resources dealing with technology
- Student created web projects
- Administrative features, including on-line forms for requesting the use of school vehicles

We continue to make use of an open source content management system (CMS), Joomla, for the main pages of the District web site. During the course of the year we reorganized the site so that FHS has a separate Joomla database and theme. The split has helped with organization and simplification for end users. FHS Journalism students took up creating a lot of content for FHS. Joomla makes it very easy to keep the site content current and dynamic.

Site Statistics

| Most Popular Articles                                    | Created             | Hits  |
|--|---------------------|-------|
| <a href="#">Campus Portal</a>                            | 2008-02-26 06:40:17 | 37860 |
| <a href="#">Welcome to Lewistown Schools Public WiFi</a> | 2009-02-11 15:42:45 | 18916 |
| <a href="#">Lewistown Public Schools - Board</a>         | 2007-11-19 04:02:43 | 16067 |
| <a href="#">Staff Resources</a>                          | 2009-12-17 13:28:17 | 11370 |
| <a href="#">Lincoln Administration</a>                   | 2008-03-31 02:07:28 | 7869  |
| <a href="#">Transportation</a>                           | 2009-12-17 11:22:41 | 7117  |
| <a href="#">K-8 Libraries</a>                            | 2008-03-20 06:52:43 | 5189  |
| <a href="#">Lewis and Clark</a>                          | 2008-03-20 06:52:13 | 4306  |
| <a href="#">Highland Park Elementary</a>                 | 2007-10-31 03:31:17 | 4100  |
| <a href="#">Garfield Elementary</a>                      | 2007-11-26 06:54:23 | 3961  |



**Infinite Campus** software continues to be used as the District student information system. The system is completely web-enabled. The site is secured through the use of an ID and PIN number. Students have individual accounts; parents may request an account that allows them to view information on all of their children from one login. Staff, parent and student access is available from any internet connected computer. In addition to student records information, parents are able to pay for lunches on line. We hope to expand the online payment system to include payment of fees in the near future.

|   |   |
|---|---|
| <b>0420 Lewistown K-8 &amp; Fergus High District</b><br>Generated on 06/12/2012 07:56:10 AM Page 1 of 1 | <b>Portal Usage Summary Report</b><br>Start Date:08/01/2011 End Date:06/12/2012<br>School Year:2012 |
|---|---|

| All Schools |          |                  |                |                |                 |                                     |               |                |  |  |
|-------------|----------|------------------|----------------|----------------|-----------------|-------------------------------------|---------------|----------------|--|--|
| Grade       | Students | Student Accounts | Student Logins | Average Weekly | Parent Accounts | Students Having Parent With Account | Parent Logins | Average Weekly |  |  |
| All         | 1273     | 1264 99.29%      | 28278          | 625            | 464             | 740 58.13%                          | 9952          | 220            |  |  |
| Care        | 3        | 3 100.00%        | 0              | 0              | 0               | 0 0.00%                             | 0             | 0              |  |  |
| K           | 11       | 11 100.00%       | 0              | 0              | 4               | 4 36.36%                            | 708           | 16             |  |  |
| KF          | 107      | 106 99.07%       | 0              | 0              | 47              | 46 42.99%                           | 1161          | 26             |  |  |
| PK          | 19       | 18 94.74%        | 0              | 0              | 2               | 2 10.53%                            | 27            | 1              |  |  |
| Star        | 8        | 8 100.00%        | 2              | 1              | 3               | 3 37.50%                            | 11            | 1              |  |  |
| 01          | 97       | 96 98.97%        | 3              | 1              | 45              | 45 46.39%                           | 1350          | 30             |  |  |
| 02          | 95       | 94 98.95%        | 0              | 0              | 33              | 34 35.79%                           | 431           | 10             |  |  |
| 03          | 117      | 116 99.15%       | 3              | 1              | 62              | 61 52.14%                           | 896           | 20             |  |  |
| 04          | 102      | 102 100.00%      | 10             | 1              | 48              | 52 50.98%                           | 2225          | 50             |  |  |
| 05          | 112      | 111 99.11%       | 147            | 4              | 62              | 64 57.14%                           | 1973          | 44             |  |  |
| 06          | 107      | 107 100.00%      | 511            | 12             | 72              | 69 64.49%                           | 1301          | 29             |  |  |
| 07          | 102      | 101 99.02%       | 5159           | 114            | 71              | 68 66.67%                           | 2119          | 47             |  |  |
| 08          | 100      | 100 100.00%      | 4136           | 92             | 79              | 72 72.00%                           | 2057          | 46             |  |  |
| 09          | 99       | 98 98.99%        | 5014           | 111            | 70              | 67 67.68%                           | 1625          | 36             |  |  |
| 10          | 87       | 86 98.85%        | 2881           | 64             | 67              | 62 71.26%                           | 1745          | 39             |  |  |
| 11          | 98       | 98 100.00%       | 4037           | 90             | 65              | 60 61.22%                           | 1308          | 29             |  |  |
| 12          | 101      | 101 100.00%      | 7018           | 155            | 84              | 78 77.23%                           | 1058          | 24             |  |  |

**E-rate funding:** The District again participated in the Federal Universal Services Fund or “E-rate”. The District received a benefit of \$49,064.17 in discounts on the Internet connection, long distance, and local telephone services for the 2011-2012 School Year.

**Email / Google Apps:** Faced with the prospect of needing to replace our Microsoft Exchange email server, we chose to switch the District’s email service over to Google Apps for Education. The service is free of charge, and includes larger per user storage quotas, greater mobile support, increased remote / web access functionality, and no need to maintain on-premises hardware. Since the switch-over in January 2010, the system has run smoothly. The greatest increase in functional use for the District has been the wide-spread adoption of web-enabled calendars. While we could have done many of the same things with the old system, use of electronic calendars have skyrocketed. The calendars integrate easily with the District web site and allow for easy sharing of information with the public. The Google Docs component that also comes with the package has also been a benefit. Several District forms, such as travel requests have been migrated to Google Docs, and a number of teachers are now using Google Docs with their students. Students from grades 5-12 have accounts for use with Google Apps.

**Network Backbone:** “Mission critical” systems such as food service point of sale, the accounting system, MAPS testing and Infinite Campus continue to require reliable wide area network (WAN) service between the buildings.

In the fall of 2009 our primary WAN connections for Fergus High, Garfield, Junior High and Lincoln were changed from district owned wireless network equipment to leased fiber optic connections. Highland Park was added to the network during the summer of 2010, while Lewis and Clark and Bus Barn were added during the summer of 2011. The highest traffic areas: Lincoln, FHS, and LJHS are now upgraded from 10 mbs circuits to 100 mbs circuits. The new fiber connections have proven to be far more reliable and of greater capacity than the aging wireless backbone.

During 2011-12 we also completed complete coverage of all buildings with “Public Wi-Fi”. In addition to being a convenience for parents and other non-student guests in our buildings, we have also started to encourage students to “Bring Your Own Device” (BYOD). The Public Wi-Fi is separated from our production network so that non-district devices are unable to communicate directly with district ones, to protect our equipment. Further, the Public Wi-Fi is completely filtered for content, just as the district network is, as described below.

BYOD has a number of advantages. Students bringing their own devices, in conjunction with teachers adapting technology use to accommodate any platform, has the benefit of students taking their learning home. In addition, it lessens some the use on district computers, and increases the access to technology for those students who don’t own their own device.

**Content Filtering:** As required by the FCC for participation in E-rate, our District complies with CIPA, the Children’s Internet Protection Act. We continue to use Open Source (i.e. free) web content filtering software, Smoothwall with Dansguardian, to ensure Federal compliance and protect our networks. Content filtering is one of the most contentious issues that we face as a department. The current solution works very well, but is not as flexible as other commercial products. However, the savings to the District are substantial. Comparable commercial filtering products have been reviewed. Costs are typically over \$5000 annually.

The current solution includes the ability for staff to request that a blocked web site be opened, and we provide a solution for staff to bypass the filtering to access any site. As a part of our current Antivirus product package, the vendor has given us access to their content filtering software appliance. Testing and potential rollout of this new product may take place in the near future.

**Technology Levy:** These funds were used to purchase new computers for use in classrooms and labs in all buildings. This funding is critical to maintaining a level of computer hardware that is easier to maintain and to use.

The buildings received the following new computers:

|                 |    |
|-----------------|----|
| Garfield        | 2  |
| Highland Park   | 4  |
| Lewis and Clark | 3  |
| Junior High     | 0  |
| Fergus High     | 13 |

Garfield also received a new laptop lab of 26 machines. Levy funds currently sustain replacement of laptop labs annually at the four K-8 buildings in turn.

## **2011-2012 Trouble Tickets responded to in Lewistown Public Schools: 571**

### **Technology Integration and Training Activities – Lynne Wise-Klippenes**

**The technology curriculum team** met during this academic year to update and rewrite the Technology Curriculum to current classroom needs and national and state standards. This team met monthly with all the members of the technology team participating. Since the District belief has been that curriculum drives the tools of classroom use, curriculum changes affect the direction of technology use and integration. With student access needed from many locations, moving to the cloud and using individual login's for students was determined to be necessary. Hence it was determined by this team to have individual student logins beginning in 3<sup>rd</sup> grade starting the fall of 2012 instead of 5<sup>th</sup> grade as we had been doing. Thus student documents would travel with students from building to building with the login. Individual logins will also allow students the ability to do word processing, spreadsheets, and presentation assignments using Google Applications that they can access from anywhere there is an internet connection. The hope is that students will learn the skills and processes that transfer between the varieties of word processing, spreadsheet and presentation software.

**Staff training** included Infinite Campus, Network Troubleshooting, Google Apps, AplusLS, Lexia, and Standardized Desktops across the district. New staff and returning staff were offered training opportunities in both small groups and as individuals. An Edmodo workshop was offered for teachers interested in using this program in the classroom during MEA and was well attended.

**Elementary Keyboarding** changed this year as Michelle Trafton moved into administration at Lewis and Clark and also taught keyboarding in grades 3-6. This established a consistent, base for students in grades 5-6 especially. The lab was merged this year with the library at Garfield into one space and the electrical wiring was not completed until the beginning of the 2<sup>nd</sup> semester which created a brief time of keyboarding for the 3<sup>rd</sup> and 4<sup>th</sup> grade students. The goal next year is that all four of these grades receive the same amount of keyboarding instruction time. Gagle services for students were converted over to Google with pieces of Google used by students in various ways. Further training needs to occur with both staff and students to fully use the capabilities of Google Apps and student e-mail communications.

**IPAD's** became a tool of choice this year with a smattering of them appearing across the district in both the special education arena and in a handful of classrooms. As a new tool is introduced, methods of deployment and operational policies must be considered. The IPAD as a personal use device required some time reading and evaluating best practices for our District. Highland Park examined purchasing an IPAD lab for their building in lieu of a new laptop lab which would give them one IPAD lab and a regular computer lab and worked out shared use by first and second grade. 30 IPAD's and a cart were purchased for deployment in the primary building. Teachers were given initial training in May by grade level and an IPAD to use and examine apps that would be possible purchases for their grade level. Meeting times were established the week of July 16 to determine Apps that would be purchased and /or installed on the IPAD for deployment for student use as school begins. Germaine Stivers, Sue Lutke, Barb Fradley, Todd Lark and I will attend IPAD training to cover this content. I will obtain further information at MIET training in June as well. This training may influence the final choices made in deploying the IPad devices.

**Windows 7 and Office 2010** deployment on new machines has required some training regarding changes in the operating system functionality. This has been done one on one with those receiving new machines this spring.

**Electronic Assessments** continued with formative and summative data being used by teachers across the district to monitor student academic growth. MAPS testing ran more smoothly with the issues occurring

with the proctoring rather than the student files. MAPS were completed in the fall, winter, and spring with prompts being used from Dibbles and Aims Web as well. Accelerated Reader and Star Testing are also used as pieces that offer reading information. Accelerated Reader is flash based and required continuous updating this year because of the increase in the number of times the version changed.

**Web Development and Upkeep with Joomla** - Assisted as part of the team setting up the Joomla website for CMLRCC to transition to as their web presence. Web content and training was done for individuals as well as assisting in placing content on Lewistown Web for those who needed content added, but had no time.

**MOBI Training** continued with individual staff as they develop using the MOBI within the curriculum of the grade they teach. Grade level meetings were established for examining web sites that could be used for interactive classroom work with the MOBI.

**Department Changes** - Denton and Head Start requested to join our technology cooperative which created some changes as to who would be the point person for service to some schools. As summer work is arranged, the new person will be involved in servicing equipment and purchasing conversations so transition is smooth for the clients served.

**Think Central, Aplus and Lexia** programs are being used throughout the K-6 district by classroom teachers and students to assist in reading and math instruction and practice. All require closing the program year in the spring, rolling students forward and setting up courses for fall. All require teacher training for new teachers entering each year. Except for these routine administrative issues, teachers are implementing and using the programs with mostly hardware support needed.

### **Regional Technology**

Responding to a need for quality consistent technical support for school districts in surrounding communities, Lewistown Public Schools began to offer technical support on a contract basis during 2005-2006. Schools supported include: Judith Gap, Grass Range, Roy, Winifred, Ayers, Deerfield, Spring Creek, and King Colonies. In 2008-09 Stanford and Hobson Schools joined our network. Increases in this service area and the formalization of support contracts led to the hiring of Terry Lankutis and Todd Lark as additional support staff for the technology department in the spring of 2008. In 2012-13 we will add Denton Schools and Central Montana Head Start, with the addition of John Jensen as a part time employee to help cover the increased work load. Each school enjoys the benefit of regular visits at least every other week, as well as pro-active network monitoring, bench work and phone support from our office here in Lewistown. Our model has been very successful in helping implement technology, and we are looked up to by districts around the state, some of whom are attempting to duplicate the type of multi-district service that we offer.

### **Highlights - Todd Lark**

The technology team engaged in yet another intense and rewarding year supporting the Lewistown Public Schools Technology Cooperative. All of our supported schools significantly improved their hardware situations, updating and virtualizing servers and purchasing new CPUs and other educational hardware such as iPads (tablet computers), IPEVOs (document cameras), scanners, and even commercial printers (to create their own annuals). Many of our supported schools were also able to upgrade fundamental educational software, such as Infinite Campus, Quicken and Microsoft Office 2010. This was bolstered by the implementation and training of open source software, such as GIMP (a photo editing program), many Google Apps, Audacity (a sound editing program), ALICE (a JavaScript programming environment), iScribe (an open source publishing program), and Blender (an open source computer

graphics program). These pieces of software gave students and teachers a new palette of tools to create an appealing learning environment to push technological skills and techniques to an unprecedented level. We also continued development and training on all websites this year which further opened the doors of modernity to teachers, students, and their communities, and readied all of our districts for sb352. The community buy-in and subsequent support of the schools has been phenomenal. We utilized Joomla as we do in our district for these projects. We also moved all of our districts over to Google Apps and provided training to both staff and students throughout the year.

Happily, we now have the Denton School District and Central Montana Head Start (CMHS) on board in our multi-district agreement. We will move these entities to Google Apps; possibly rebuild Denton's website; and provide support and training for CMHS and Denton all whilst smoothing out their networks to ultimate efficiency.

We are busily putting the finishing touches on the new website for CMLRCC ([cmlrcc.k12.mt.us](http://cmlrcc.k12.mt.us)) and have started the build for the small Fergus County Schools ([fergusco.k12.mt.us](http://fergusco.k12.mt.us)). We will also be moving all of the Fergus County Schools (K-8) to Google Apps this school year.

With almost thirteen thousand miles of travel, daily remote sessions, and constant phone contact, the staff of the Lewistown Technology Department capably handled every concern, from network crashes to hardware repair. We offered 27 tech-infused trainings for PIR days for 2011-2012 and have already scheduled 8 for the upcoming school year (with more to come) as our cooperative schools continue to strive in the technological world. We are constantly given accolades for the speed of our response, the care and concern of our staff, and the thoroughness of our performance. In fact, we are a cutting edge model for smaller schools that do not have a budget for an in house Technology Department yet benefit from this cooperative experience to reach and maximize their technological potential.

# **TITLE I**

**Scott Dubbs**

*Lewistown Public Schools*  
2011-2012 Title I Annual Report



Submitted by:  
Scott Dubbs, Curriculum Director

The Lewistown Public Schools has worked with support of the Federal Government as a Title I School pretty much since the inception of the Elementary and Secondary Education Act back in the 1960's. There have been many changes in how we were expected to meet its mandates over the years and the program itself was changed dramatically from Title I to Chapter 1 and back during previous years.

In today's world we work with a Title I program as a schoolwide district and have been a schoolwide district program for the past two school years. The benefits of being schoolwide are many, but the most obvious comes down to how we fund and manage our program locally. Our schools in the past (and many others today) utilized a program model that would provide funding to target funding and services on children who are failing, or most at risk of failing, to meet state academic standards in need, by providing a supplemental program for those that qualify. Generally those programs required replacement courses and had many difficult to monitor and meet regulation. However, schools that participate as a Schoolwide Title I program commit to providing an educational program for all students that is seamless in how services are provided, how students are worked with, and how funding is allocated across the school or district.

The purpose of a schoolwide Title I school or district is to implement comprehensive improvement strategies throughout the entire school or district as a way of improving academic outcomes for every student. It serves all students regardless of eligibility and assists in all core subjects. The major aspects of the required components of a schoolwide program that staff focused on this year included:

- Schoolwide reform strategies based on scientific research that strengthen the core academic program, increase the amount and quality of learning time and include strategies to address the needs of low-achieving students.
- High quality, on-going professional development based on scientifically-based research for staff.
- Measures to include teachers in the decisions regarding the use of the MontCAS and other assessments to improve the achievement of individual students and the overall instructional program.
- Efforts to ensure that students who experience difficulty mastering the proficient or advanced levels of academic achievement are provided with effective assistance.

Associated with this supplemental federal funding and support, all Title I schools must meet additional requirements as a result of Annual Yearly Progress (AYP) through the Department of Education and the "No Child Left Behind" Act (NCLB). One such requirement is for schools designated as being schools "in improvement" must allocate 10% of all Title funds to be used for professional development. Those professional development programs must also be tied directly to the improvement and reform strategies existing within the District.

In addition, Title I schools are required to have a much higher level of communication about our progress in meeting AYP and therefore must provide a notice to fund SES support. A required goal of all Title I schools is that of improving parent involvement. Included is a requirement to send letters home indicating our AYP status and what options parents have inside and outside of our District to meet the individual academic needs of their student(s). All these parent communication components are mentioned in the Self-Monitoring and Findings section found below.

**Professional Development** - This year our first focus of professional development was in the area of improving classroom instruction. Those efforts included providing various trainings on developing new teacher skills for the classroom or additional supports to make the classroom more engaging or connected for students. On August 23, 2011, Tina Boogren of the Marzano Research Associates presented to our staff on the "*Highly Engaged Classroom*." In that presentation she focused on engagement strategies, the role of teachers with the engagement process, and creating classroom environments where engagement is the norm.

Our second PIR day for professional development for our teachers occurred on Martin Luther King, Jr. Day. This year that day was on January 16, 2012. We had two major themes guiding our training and work for that day. First was assessment and data collection with the second being emergency preparedness. In the morning our elementary staff members were provided an update and overview of AIMSweb while the secondary staff was divided up for Assessment Data Analysis using Infinite Campus, MontCAS and MAP results. Other secondary staff focused on Google Docs and technology to help aid them in their curriculum work. In the afternoon all staff were brought together for a bully prevention update by Robert Rutledge and an overview of the Olweus Bullying Prevention Program by Kathy Johnson of Great Falls.

Our final PIR day of District-wide professional development training for our staff occurred in February on the 27<sup>th</sup> with a focus on emergency preparedness. In the first two hours Sherry Kilbee, the Fergus County Disaster & Emergency Services Coordinator, partnered up with Sheriff Tom Killham to provide a short overview and awareness of the National Incident Management System and Incident Command Systems and how they relate to the work of our schools in being prepared for emergencies. The rest of the day was organized by our building administrators and their building level emergency response teams to review and modify or practice disaster or emergency responses with their staff.

Another professional development focus over the 2011-12 school year was Response to Intervention (RtI) training from OPI to help promote our building level RtI programs within the three elementary schools and also in the Junior High. Those trainings were primarily geared to helping each buildings staff restructure their work to provide multi-tier interventions for students in the areas of mathematics and reading. Supporting that effort is our use of many other instructional strategies to help staff bring all students into acceptable proficiency levels. Those strategies are listed in our Title I Schoolwide Plans and in each District's 5 Year Comprehensive School Improvement Plans (CSIP).

A list of additional professional development trainings utilized this year included:

- October 20, 2011 - Instructional Technology In-service which was held for staff in conjunction with states PIR option days. This option was provided by the Lewistown Technology staff for interested teachers staying in Lewistown.



- January 19-20, 2012 - The “State 2012 Assessment & Data Conference” was sponsored by the Office of Public Instruction and Measured Progress. It was held in Billings and was focused on administration of MontCAS Assessments and the potential uses of the results. The conference was attended by five of our six staff assessment trainer/leaders.
- April 13-15, 2012 – The Annual “Spring-time in the Rockies” Conference was held at Canyon Ferry in April. Five staff members attended this common core and technology related training to help provide leadership level trainings to provide a common core overview and improve the technology restructuring efforts already in progress at Lewis & Clark and the Junior High.
- April 25-26, 2012 -“State 2012 Title I Conference” in Missoula. Three Title I staff members attended this leadership conference which focused on the many aspects of Title I services provided at the school level. The workshop sessions helped support our Schoolwide efforts, potential Common Core connections and parent involvement efforts. Keynote speaker was Manuel Scott of Freedom Writers who did an excellent job of sharing the importance of teacher relationships in schools.
- May 17, 2012 – Parent Teacher Home Visitation Training. With leadership from Gina Armstrong and interest from several elementary teachers the school helped bring in home visit training by Chris Ralph, Jena Anderson & Wendy their parent team member of the Warren Elementary Parent Teacher Home Visit Team. The training was based on a very successful model developed by Sacramento based PTHVP team. The training provided our staff with the prerequisite skills needed to develop partnerships capable of visiting the homes of their classroom parents as early as this next August. Major goals of the home visits program is obviously improved home and school communication but also increased attendance rates and increased student achievement. The program ties very well into our building level Title I Schoolwide Plans and my guess is you will be hearing much more about this in the future.
- June 18-22, 2012 - The “Montana Behavior Initiative” was held in Bozeman with 18 LPS staff members across the District. Many of the trainings were directly related to our RtI efforts or were directed at improving classroom instruction and school climate efforts. The MBI Conference brings together many staff members across the state (over 850 this year) to take advantage of the opportunities provided by numerous presenters from across the nation. The sessions are centered on the multi-tiered approach used by both RtI and MBI. Schools are encouraged to develop strong teams to lead efforts at improving schools and addressing positive behavioral systems and academics. Focused trainings are available at varying grade levels and position. Many sessions also addressed student voice and family engagement in schools.

**Self-Monitoring & Findings** - During the months of January and February we completed the Office of Public Instruction’s Title I Self-Monitoring Tool and provided documentation in support of our Title I Program. In early April we were informed of their official findings from that self-monitoring document. While many aspects of the program were deemed acceptable by OPI staff there were findings that required the verification of highly qualified staff, improved parent involvement and development of individual building level Schoolwide Plans. The administrative team and Title I staff worked through those efforts during much of April and May in completing those finding expectations.

As a result of the findings, we will be annually reviewing our Schoolwide Plans at each building, involving parents in that process, developing a District-wide Parent Involvement Team to work with schools to address parent needs, possible parent trainings and all levels of communication with parents and families about our programs and our status as a Title I school in need of improvement. We will have new statements in our student handbooks about our parent involvement, hold parent meetings, review Board policy on it and insure that all students and their parents sign our Title I Compact. The compact is a mutual agreement between the student, the teacher and the parent to fulfill their role in insuring student learning. Additionally, we will work to improve parent involvement at every level. Additionally initial parent meetings will be scheduled in conjunction with each building level Open House at the start of the 2012-13 school year. This meeting will look a bit different at each level, but all three elementary schools will initiate their Open Houses with a joint meeting at the Fergus Center to address parent involvement and inform them of Title I status and programing.

Other efforts related to our Title I status this past year includes:

- Sending out a letter in November to elementary parents explaining Supplemental Educational Services available from the state providers, as mentioned above. The letters are a requirement of the Elementary District's AYP status and actions mandated as a result of No Child Left Behind.
- Continued use of Odysseyware coursework in the high school. Odysseyware is most comparable to online coursework but is managed by high school staff to insure students that participate are working to our level of expectation in core and replacement courses.
- Extensive work on referral and placement of students in the elementary for math and reading. The Title teacher leaders in grades three through six worked long and hard to provide data and modify our new schoolwide student placement structure. Their efforts in working with Mr. Weichel and myself uses assessment information previously uploaded into our Infinite Campus student database. The resulting placement spreadsheets enable staff to develop class rosters for next school year that are appropriate by ability. This work will help support and provide various other interventions where appropriate.
- A continued commitment to MAP assessments and a push to integrate AIMSweb assessments into all kindergarten through 6<sup>th</sup> grade classrooms. We started that process last January with an overview of the program and provided additional training to key personnel on June 7. On August 24, 2012 we will again utilize an AIMSweb facilitator to help train elementary staff to utilize all of the AIMSweb assessments and progress monitoring tools this school year.

# **TRANSPORTATION**

**Steve Klippenes**

## **Transportation Department**

### **Annual Report**

**2011-2012**

**Steve Klippenes, Transportation Director**

During the 2011-2012 school year we traveled accident free **133,864** miles in yellow buses and **71,509** miles in our activity buses. The increase in activity bus miles from last year can be attributed to more out-of-state activity trips and the ski trip programs for the third and fourth grades, as well as the seventh and eighth grades this year.

We acquired one new/used activity bus this school year, replacing the 1974 Eagle 1 bus with the new/used 2008 Eagle 1 bus.

The Transportation Department continues to be responsible for the maintenance on fourteen yellow buses and five MCI activity buses, two Drivers Education vehicles, seven Maintenance vehicles, the Hot Lunch Van, one Transportation pickup and snowplow, two tech department vehicles and five fleet vehicles. We continued doing the Maintenance on the Council of Aging buses and ten CMLRCC vehicles.

Again this year we continued transporting the School-to-Work students in the Suburban instead of buses and this continues to reduce the cost of transporting in yellow buses and there continues to be far less complaints from the public regarding buses "running around town all day". This year, we implemented the assignment of this to one driver instead of splitting it between two drivers. This worked very well and facilitated greater consistency in communication between our department and the School-to-Work coordinator at Fergus High School.

Due to budget constraints of the Lewistown Head Start Agency, they determined not to offer a transportation contract to the School District for the 2012-2013 school year.

The Transportation Department has a very dedicated group of drivers that continues to focus on the safe transportation of students. To give them as many tools as possible to achieve this, we have implemented an on-line training program entitled, "Safe-Pupil" that has proven to be very well received and effective. Our plan is to include an added number of specific trainings, as well as the Transportation Department's Policy Handbook on this training site. This enables the ability to track, reports and keep on file, training assignments and their completed scores.

Lewistown Transportation Department took a year off from organizing and hosting the School Bus Driver Symposium in October of 2011 and we have already secured the main speaker for the Symposium in October 2012. We anticipate continued support and success in this on-going endeavor.

We continue to work with International to become a warranty shop so we can do our own warranty work and be reimbursed by International for doing the work. This would also allow for us to do warranty work for surrounding schools, on a time available basis, and be paid by International for doing this warranty work as well.

We had a very good year in the Transportation Department.

**TRANSPORTATION DEPARTMENT  
ANNUAL REPORT  
2011-2012**

| <b>BUS<br/>NUMBER</b> | <b>YEAR</b> | <b>MODEL</b>        | <b>STARTING<br/>MILEAGE</b> | <b>ENDING<br/>MILEAGE</b> | <b>TOTAL</b>   |
|-----------------------|-------------|---------------------|-----------------------------|---------------------------|----------------|
| 1                     | 2006        | International RE    | 67,126                      | 77,075                    | 9,949          |
| 2                     | 2009        | International RE    | 69,676                      | 81,545                    | 11,869         |
| 3                     | 2006        | International RE    | 118,569                     | 138,257                   | 19,688         |
| 4                     | 2003        | Bluebird All-Amer   | 117,815                     | 119,207                   | 1,392          |
| 5                     | 2007        | International IC RE | 86,614                      | 103,820                   | 17,206         |
| 6                     | 1999        | Bluebird TC-2000    | 166,034                     | 166,252                   | 218            |
| 7                     | 2005        | International Conv  | 83,204                      | 96,548                    | 13,344         |
| 8                     | 2006        | International RE    | 55,754                      | 62,928                    | 7,174          |
| 9                     | 2001        | Bluebird Chev       | 156,353                     | 163,173                   | 6,820          |
| 10                    | 2005        | International RE    | 69,183                      | 80,147                    | 10,964         |
| 11                    | 2012        | International re    | 2,399                       | 6,796                     | 4,397          |
| 12                    | 2009        | International RE    | 43,563                      | 56,034                    | 12,471         |
| 13                    | 2010        | International RE    | 14,718                      | 20,706                    | 5,988          |
| 14                    | 2007        | International Conv  | 70,155                      | 82,539                    | 12,384         |
|                       |             | <b>TOTAL</b>        |                             |                           | <b>133,864</b> |
| Eagle 1               | 1974        | MCI MC-8            | 315,608                     | 319,209                   | 3,601          |
| new EAGLE 1           | 2008        | MCI J4500           | 269,148                     | 283,579                   | 14,431         |
| Eagle 2               | 1997        | MCI 102DL3          | 250,518                     | 267,103                   | 16,585         |
| Eagle 3               | 1999        | MCI 102DL3          | 52,917                      | 70,113                    | 17,196         |
| Eagle 4               | 1996        | MCI 102D3           | 216,166                     | 233,723                   | 17,557         |
| Eagle 5               | 1982        | MCI MC-9            | 70,917                      | 73,056                    | 2,139          |
|                       |             | <b>TOTAL</b>        |                             |                           | <b>71,509</b>  |
|                       |             | <b>SHOP TRUCKS</b>  |                             |                           |                |
|                       | 1978        | Chevrolet 3/4 Ton   | 237,292                     | 237,922                   | 630            |
|                       | 1994        | Chevrolet 3/4 Ton   | 116,027                     | 117,865                   | 1,838          |
|                       | 2008        | Cheverolet 1 Ton    | 127,789                     | 130,426                   | 2,637          |
|                       |             | <b>TOTAL</b>        |                             |                           | <b>5,105</b>   |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

6

- 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:** 07/09/2012

**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 |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

7

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

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

**Requested By:** Board of Trustees    **Prepared By:** \_\_\_\_\_    **Date:** 07/09/2012

**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 |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

8

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

**ITEM TITLE:** REPORT—INVESTMENT

**Requested By:** Superintendent    **Prepared By:** Mike Waterman    **Date:** 07/09/2012

**SUMMARY:**

Attached are the reports on the interest earned and distributed for May and June 2012.

The first column of the reports reflects the cash balance in various funds as of May 1, 2012, and June 1, 2012.

**SUGGESTED ACTION:** Informational

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |



Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2011-2012

Criteria: From Control#: 41 To: 42

Acct Mask: \_\_\_\_\_

Sort By Acct

Print Internal Accounts Only

Type: Interest Posting Date: 5/31/2012 Amount Distributed: \$2,352.12 Control#: 41  
 Posting Description: Interest Distribution 4/30/2012 Entry#: 554

| Account Number          | Final Cash     | Days | Percent  | Amount     | Original Cash  | Redirect | Redirect Amount | Internal? |
|-------------------------|----------------|------|----------|------------|----------------|----------|-----------------|-----------|
| 101.00.000.0000.101.000 | \$329,512.86   | 30   | .0992572 | \$233.46   | \$329,512.86   |          | \$0.00          | Yes       |
| 110.00.000.0000.101.000 | \$647,750.85   | 30   | .1951182 | \$458.94   | \$647,750.85   |          | \$0.00          | Yes       |
| 111.00.000.0000.101.000 | \$814,811.52   | 30   | .2454409 | \$577.32   | \$814,811.52   |          | \$0.00          | Yes       |
| 112.00.000.0000.101.000 | \$144,336.26   | 30   | .0434776 | \$102.26   | \$144,336.26   |          | \$0.00          | Yes       |
| 113.00.000.0000.101.000 | \$0.00         | 30   | .0000000 | \$0.00     | \$0.00         |          | \$0.00          | Yes       |
| 114.00.000.0000.101.000 | \$398,833.32   | 30   | .1201382 | \$282.58   | \$398,833.32   |          | \$0.00          | Yes       |
| 120.00.000.0000.101.000 | \$10,689.12    | 30   | .0032198 | \$7.57     | \$10,689.12    |          | \$0.00          | Yes       |
| 121.00.000.0000.101.000 | \$51,876.63    | 30   | .0156265 | \$36.76    | \$51,876.63    |          | \$0.00          | Yes       |
| 124.00.000.0000.101.000 | \$86,148.68    | 30   | .0259501 | \$61.04    | \$86,148.68    |          | \$0.00          | Yes       |
| 128.00.000.0000.101.000 | \$42,962.52    | 30   | .0129413 | \$30.44    | \$42,962.52    |          | \$0.00          | Yes       |
| 129.00.000.0000.101.000 | \$102,189.38   | 30   | .0307819 | \$72.40    | \$102,189.38   |          | \$0.00          | Yes       |
| 150.00.000.0000.101.000 | \$200,858.63   | 30   | .0605035 | \$142.31   | \$200,858.63   |          | \$0.00          | Yes       |
| 160.00.000.0000.101.000 | \$9,227.87     | 30   | .0027797 | \$6.54     | \$9,227.87     |          | \$0.00          | Yes       |
| 161.00.000.0000.101.000 | \$480,587.50   | 30   | .1447646 | \$340.50   | \$480,587.50   |          | \$0.00          | Yes       |
| Control# 41 Total:      | \$3,319,785.14 |      | .9999995 | \$2,352.12 | \$3,319,785.14 |          | \$0.00          |           |

Balance Calculations based on Prior Month Ending Balances as of 4/30/2012

Type: HS Interest Posting Date: 5/31/2012 Amount Distributed: \$1,505.03 Control#: 42  
 Posting Description: Interest Distribution 4/30/2012 Entry#: 555

| Account Number          | Final Cash   | Days | Percent  | Amount   | Original Cash | Redirect | Redirect Amount | Internal? |
|-------------------------|--------------|------|----------|----------|---------------|----------|-----------------|-----------|
| 201.00.000.0000.101.000 | \$250,327.55 | 30   | .1004389 | \$151.16 | \$250,327.55  |          | \$0.00          | Yes       |
| 210.00.000.0000.101.000 | \$397,905.32 | 30   | .1596515 | \$240.28 | \$397,905.32  |          | \$0.00          | Yes       |
| 211.00.000.0000.101.000 | \$208,173.17 | 30   | .0835253 | \$125.71 | \$208,173.17  |          | \$0.00          | Yes       |
| 213.00.000.0000.101.000 | \$0.00       | 30   | .0000000 | \$0.00   | \$0.00        |          | \$0.00          | Yes       |
| 214.00.000.0000.101.000 | \$185,666.48 | 30   | .0744949 | \$112.12 | \$185,666.48  |          | \$0.00          | Yes       |
| 217.00.000.0000.101.000 | \$22,059.21  | 30   | .0088508 | \$13.32  | \$22,059.21   |          | \$0.00          | Yes       |

Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2011-2012

Criteria: From Control#: 41 To: 42 Acct Mask: \_\_\_\_\_

Sort By Acct  
 Print Internal Accounts Only

|                         |                |    |           |            |                |        |     |
|-------------------------|----------------|----|-----------|------------|----------------|--------|-----|
| 218.00.000.0000.101.000 | \$15,745.54    | 30 | .0063176  | \$9.51     | \$15,745.54    | \$0.00 | Yes |
| 220.00.000.0000.101.000 | \$14,505.16    | 30 | .0058199  | \$8.76     | \$14,505.16    | \$0.00 | Yes |
| 221.00.000.0000.101.000 | \$25,426.47    | 30 | .0102019  | \$15.35    | \$25,426.47    | \$0.00 | Yes |
| 224.00.000.0000.101.000 | \$164,232.43   | 30 | .0658950  | \$99.17    | \$164,232.43   | \$0.00 | Yes |
| 228.00.000.0000.101.000 | \$114,432.90   | 30 | .0459139  | \$69.10    | \$114,432.90   | \$0.00 | Yes |
| 229.00.000.0000.101.000 | \$112,435.46   | 30 | .0451125  | \$67.90    | \$112,435.46   | \$0.00 | Yes |
| 260.00.000.0000.101.000 | \$67,940.76    | 30 | .0272599  | \$41.03    | \$67,940.76    | \$0.00 | Yes |
| 261.00.000.0000.101.000 | \$663,864.45   | 30 | .2663622  | \$400.88   | \$663,864.45   | \$0.00 | Yes |
| 281.00.000.0000.101.000 | \$92,801.19    | 30 | .0372346  | \$56.04    | \$92,801.19    | \$0.00 | Yes |
| 282.00.000.0000.101.000 | \$156,822.67   | 30 | .0629219  | \$94.70    | \$156,822.67   | \$0.00 | Yes |
| Control# 42 Total:      | \$2,492,338.76 |    | 1.0000008 | \$1,505.03 | \$2,492,338.76 | \$0.00 |     |

Balance Calculations based on Prior Month Ending Balances as of 4/30/2012

End of Report

**Lewistown School District No. One**

**Investment Distribution Report**

**Fiscal Year: 2011-2012**

**Criteria: Type: Interest**

**Posting Date: 06/30/2012**

**Amount Distributed: \$9,202.35**

**Control#: 44**

**Posting Description: Interest Distribution**

**To Date: 05/31/2012**

| Account Number          | Final Cash            | Days | Percent          | Amount            | Original Cash Redirect | Redirect Amount | Internal? |
|-------------------------|-----------------------|------|------------------|-------------------|------------------------|-----------------|-----------|
| 101.00.000.0000.101.000 | \$801,433.20          | 31   | 0.2019066        | \$1,858.02        | \$801,433.20           | \$0.00          | Yes       |
| 110.00.000.0000.101.000 | \$760,689.88          | 31   | 0.1916421        | \$1,763.56        | \$760,689.88           | \$0.00          | Yes       |
| 111.00.000.0000.101.000 | \$815,521.55          | 31   | 0.2054559        | \$1,890.68        | \$815,521.55           | \$0.00          | Yes       |
| 112.00.000.0000.101.000 | \$131,184.30          | 31   | 0.0330495        | \$304.13          | \$131,184.30           | \$0.00          | Yes       |
| 113.00.000.0000.101.000 | \$0.00                | 31   | 0                | \$0.00            | \$0.00                 | \$0.00          | Yes       |
| 114.00.000.0000.101.000 | \$537,705.87          | 31   | 0.1354653        | \$1,246.60        | \$537,705.87           | \$0.00          | Yes       |
| 120.00.000.0000.101.000 | \$9,507.57            | 31   | 0.0023953        | \$22.04           | \$9,507.57             | \$0.00          | Yes       |
| 121.00.000.0000.101.000 | \$51,913.39           | 31   | 0.0130786        | \$120.35          | \$51,913.39            | \$0.00          | Yes       |
| 124.00.000.0000.101.000 | \$86,209.72           | 31   | 0.021719         | \$199.87          | \$86,209.72            | \$0.00          | Yes       |
| 128.00.000.0000.101.000 | \$38,449.32           | 31   | 0.0096866        | \$89.14           | \$38,449.32            | \$0.00          | Yes       |
| 129.00.000.0000.101.000 | \$106,679.98          | 31   | 0.0268761        | \$247.32          | \$106,679.98           | \$0.00          | Yes       |
| 150.00.000.0000.101.000 | \$115,559.65          | 31   | 0.0291132        | \$267.91          | \$115,559.65           | \$0.00          | Yes       |
| 160.00.000.0000.101.000 | \$9,234.41            | 31   | 0.0023264        | \$21.41           | \$9,234.41             | \$0.00          | Yes       |
| 161.00.000.0000.101.000 | \$505,237.29          | 31   | 0.1272854        | \$1,171.32        | \$505,237.29           | \$0.00          | Yes       |
| <b>Grand Total:</b>     | <b>\$3,969,326.13</b> |      | <b>1.0000000</b> | <b>\$9,202.35</b> | <b>\$3,969,326.13</b>  | <b>\$0.00</b>   |           |

Balance Calculations based on Prior Month Ending Balances as of 05/31/2012

End of Report

## Lewistown School District No. One

### Investment Distribution Report

Fiscal Year: 2011-2012

Criteria: Type: HS Interest

Posting Date: 06/30/2012

Amount Distributed: \$5,778.51

Control#: 45

Posting Description: Interest Distribution

To Date: 05/31/2012

| Account Number          | Final Cash            | Days | Percent          | Amount            | Original Cash Redirect | Redirect Amount | Internal? |
|-------------------------|-----------------------|------|------------------|-------------------|------------------------|-----------------|-----------|
| 201.00.000.0000.101.000 | \$576,157.73          | 31   | 0.1932975        | \$1,116.97        | \$576,157.73           | \$0.00          | Yes       |
| 210.00.000.0000.101.000 | \$454,722.25          | 31   | 0.1525566        | \$881.55          | \$454,722.25           | \$0.00          | Yes       |
| 211.00.000.0000.101.000 | \$208,364.48          | 31   | 0.0699051        | \$403.95          | \$208,364.48           | \$0.00          | Yes       |
| 213.00.000.0000.101.000 | \$0.00                | 31   | 0                | \$0.00            | \$0.00                 | \$0.00          | Yes       |
| 214.00.000.0000.101.000 | \$264,278.96          | 31   | 0.088664         | \$512.35          | \$264,278.96           | \$0.00          | Yes       |
| 217.00.000.0000.101.000 | \$35,064.64           | 31   | 0.011764         | \$67.98           | \$35,064.64            | \$0.00          | Yes       |
| 218.00.000.0000.101.000 | \$19,101.87           | 31   | 0.0064086        | \$37.03           | \$19,101.87            | \$0.00          | Yes       |
| 220.00.000.0000.101.000 | \$8,406.12            | 31   | 0.0028202        | \$16.30           | \$8,406.12             | \$0.00          | Yes       |
| 221.00.000.0000.101.000 | \$25,441.82           | 31   | 0.0085356        | \$49.32           | \$25,441.82            | \$0.00          | Yes       |
| 224.00.000.0000.101.000 | \$164,331.60          | 31   | 0.0551323        | \$318.58          | \$164,331.60           | \$0.00          | Yes       |
| 228.00.000.0000.101.000 | \$100,198.37          | 31   | 0.033616         | \$194.25          | \$100,198.37           | \$0.00          | Yes       |
| 229.00.000.0000.101.000 | \$118,599.82          | 31   | 0.0397895        | \$229.92          | \$118,599.82           | \$0.00          | Yes       |
| 260.00.000.0000.101.000 | \$67,981.79           | 31   | 0.0228075        | \$131.79          | \$67,981.79            | \$0.00          | Yes       |
| 261.00.000.0000.101.000 | \$688,510.25          | 31   | 0.2309912        | \$1,334.79        | \$688,510.25           | \$0.00          | Yes       |
| 281.00.000.0000.101.000 | \$93,182.23           | 31   | 0.0312621        | \$180.65          | \$93,182.23            | \$0.00          | Yes       |
| 282.00.000.0000.101.000 | \$156,335.68          | 31   | 0.0524497        | \$303.08          | \$156,335.68           | \$0.00          | Yes       |
| <b>Grand Total:</b>     | <b>\$2,980,677.61</b> |      | <b>1.0000000</b> | <b>\$5,778.51</b> | <b>\$2,980,677.61</b>  | <b>\$0.00</b>   |           |

Balance Calculations based on Prior Month Ending Balances as of 05/31/2012

End of Report

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

9

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

**ITEM TITLE:** OTHER ITEMS

**Requested By:** Superintendent    **Prepared By:** Superintendent    **Date:** 07/09/2012

**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 Update
- ❖ Roundtables
- ❖ Back-to-School Picnic—Thursday, August 23, 2012—5:00 p.m.—Frank Day Park

**SUGGESTED ACTION:** Informational

**Additional Information Attached**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

10

- 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:** 07/09/2012

**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 |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

11

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:** 07/09/2012

**SUMMARY:**

The following minutes are attached for your approval:

- Minutes of the June 11, 2012, 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 |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM  
215 Seventh Avenue South  
Lewistown, Montana 59457**

**MONDAY, June 11, 2012**

**REGULAR BOARD MEETING**

**CALL TO ORDER (5:30 p.m.)**

1. Roll Call  
TRUSTEES PRESENT:  
Board Chair Stan Monger, Joe Irish, Tom Balek, Monte Weeden, Barb Thomas, Jeremy Bristol  
TRUSTEES ABSENT:  
Lisa Pierce  
STAFF PRESENT:  
Superintendent Jason Butcher, Business Manager/District Clerk Mike Waterman, Sandi Chamberlain, Andrea Payne, Brandon O'Halloran, Michelle Trafton, Tim Majerus  
OTHERS PRESENT:  
Joe Zahler-KXLO/KLCM Radio; Charlie Denison-Lewistown News-Argus, Judy Byrne, and other interested parties.
2. PLEDGE OF ALLEGIANCE  
The group recited the Pledge of Allegiance.

**BOARD OF TRUSTEES**

3. DISCUSSION—TAX INCREMENT DISTRICTS  
Earlier this month, the City of Lewistown began discussions of creating a Tax Increment District (TID). The TID is not expected to change the amount of tax revenue the district receives. It will, however, impact the way property taxes are distributed and the amount of taxes that our constituents pay. The Board reviewed the projected impacts.
4. DISCUSSION—2012-2013 BUDGETS  
Mike Waterman, Business Manager/District Clerk, updated the Board of Trustees regarding some preliminary information regarding the 2012-2013 General Fund Budgets. It was noted that the District did fill the tentative Kindergarten position, and that the preliminary Title grant projections came in higher than anticipated. The General Fund subsidizes the Title programs, so a larger grant would reduce the current anticipated General Fund deficit.
5. REPORT—COMMITTEES OF THE BOARD  
The Buildings and Grounds Committee meeting set for May 21, 2012, at 8:00 a.m. to discuss the issues with the football practice field and the District's application for a Quality Schools Grant was cancelled. Buildings and Grounds and Transportation committee meetings will be scheduled before the July meeting.
6. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.  
No items were discussed.



## **SUPERINTENDENT'S REPORT**

### **7. OTHER ITEMS**

Superintendent Jason Butcher presented information to the Board of Trustees regarding recent staff hires and pending interviews. The Trustees discussed whether or not to continue with the roundtables. Based on the feedback received from the LEA survey, roundtables will be held with the LEA, Junior High, and Lewis & Clark during the 2012-13 school year. The date for the Back-to-School picnic has been scheduled for Thursday, August 23, 2012, at 5:00 p.m. at Frank Day Park.

## **PUBLIC PARTICIPATION**

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

There was no public input.

## **ACTION ITEMS**

### **MINUTES**

9. MINUTES OF THE MAY 14, 2012, REGULAR BOARD MEETING – approved unanimously (Weeden/Balek).

### **APPROVAL OF CLAIMS**

10. CLAIMS – the claims referenced in the 2011-12 Bill Schedule and submitted through June 7, 2012, were approved unanimously (Bristol/Thomas). The Finance Committee for July-September 2012 will be Trustees Monger Bristol, Balek, and Thomas.

### **CONSENT GROUP ITEMS – approved unanimously (Irish/Thomas).**

11. APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2011-2012 SCHOOL YEAR – Substitute Bus Driver List – Tom Moring
12. APPROVE NEW ELEMENTARY AND HIGH SCHOOL STUDENT ACTIVITY ACCOUNTS

### **INDIVIDUAL ITEMS**

13. APPROVE SECOND SEMESTER ELEMENTARY AND HIGH SCHOOL CLAIMS FOR BUS REIMBURSEMENT – approved unanimously (Bristol/Weeden).
14. FIRST READING—BOARD POLICY #5314—SUBSTITUTES – approved unanimously (Weeden/Bristol). Trustee Balek questioned whether the current substitute pay structure attracted qualified substitutes. The Board requested Class A survey information regarding substitute pay and the number of substitute days worked per year for the second reading of this policy.
15. FIRST READING—BOARD POLICY #1240—DUTIES OF INDIVIDUAL TRUSTEES – This action item was removed and the policy will remain as written, since it does follow State statute.
16. APPROVE REISSUING OF LOST CLAIMS WARRANT – approved unanimously (Bristol/Thomas).
17. APPROVE REISSUING OF LOST CLAIMS WARRANT – approved unanimously (Irish/Thomas).
18. APPROVE VOIDING OUTDATED STALE WARRANT CLAIMS – approved unanimously (Bristol/Weeden).
19. APPROVE AWARDED SCHOOL FOOD MILK BID TO MEADOW GOLD DAIRY – approved unanimously (Thomas/Weeden).
20. APPROVE EXTENSION OF WINIFRED BUS ROUTE INTO THE LEWISTOWN SCHOOL DISTRICT – approved unanimously (Thomas/Weeden).
21. APPROVE REQUEST TO TRANSFER MONEY FROM THE ELEMENTARY AND HIGH SCHOOL GENERAL FUND(S) TO THE RESPECTIVE COMPENSATED ABSENCES FUND(S) – approved unanimously (Irish/Bristol).

22. APPROVE CONTRACTING WITH FERGUS COUNTY CLERK AND RECORDER'S OFFICE TO ACT AS ELECTION ADMINISTRATOR FOR SCHOOL ELECTIONS – approved unanimously (Thomas/Balek).
23. APPROVE CHANGES FOR THE 2012-2013 K-6 STUDENT HANDBOOK – approved unanimously (Irish/Thomas/). Trustee Balek noted the discrepancy between the Elementary, Junior High, and High School grading scales.
24. APPROVE CHANGES FOR THE 2012-2013 LEWISTOWN JUNIOR HIGH SCHOOL STUDENT HANDBOOK – approved unanimously (Bristol/Weeden).
25. APPROVE CHANGES FOR THE 2012-2013 FERGUS HIGH SCHOOL STUDENT HANDBOOK – approved unanimously (Irish/Thomas).
26. APPROVE PERSONNEL REPORT – See Exhibit A – approved unanimously (Bristol/Thomas).

**ADJOURNMENT**

The meeting was adjourned at 6:50 p.m. The next Board meeting will be held at 5:30 p.m. on Monday, July 9, 2012, at the Lincoln Board Room (Bristol).

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**STAN MONGER**  
**BOARD CHAIR**

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**MIKE WATERMAN**  
**BUSINESS MANAGER/CLERK**

**“EXHIBIT A”**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** June 11, 2012

| <i>EMPLOYEE NAME</i>      | <i>POSITION</i>               | <i>LOCATION</i>              | <i>RECOMMENDED ACTION</i>  | <i>EFFECTIVE DATE</i> | <i>COMMENTS</i>   |
|---------------------------|-------------------------------|------------------------------|--|-----------------------|---|
| <b>CIRRINCIONE, Megan</b> | English Teacher               | Fergus High School           | Approve appointment on schedule—<br>BA Step 4 (Actual Step 0)  | June 11, 2012         | See attached hiring recommendation.   |
| <b>JENNI, Amanda</b>      | Elementary Teacher            | Lewis & Clark Elementary     | Approve appointment on schedule—<br>BA Step 4 (Actual Step 2)  | June 11, 2012         | See attached hiring recommendation.   |
| <b>JENSEN, Courtney</b>   | Special Education Teacher     | Lewistown Junior High School | Approve appointment on schedule—<br>MA Step 4 (Actual Step 0)  | June 11, 2012         | See attached hiring recommendation.   |
| <b>MURAGIN, Jean</b>      | Elementary Teacher            | Highland Park Elementary     | Approve appointment on schedule—<br>BA Step 4 (Actual Step 1)  | June 11, 2012         | See attached hiring recommendation.   |
| <b>FOSTER, Gayle</b>      | Paraprofessional              | Fergus High School           | Approve appointment on schedule—<br>PARA Step 0+CERT for up to 7 hours per day for up to 180 days  | 2012-2013 School Year | See attached hiring recommendation.   |
| <b>SEDERHOLM, Linda</b>   | Paraprofessional/Library Aide | Lewis and Clark Elementary   | Approve revision of contract to reflect change in hours (add 2 hrs/wk)—<br>PARA Step 6+CERT for up to 20 hours per week for up to 107 days | June 11, 2012         | Hours were listed incorrectly on original list approved at the May 14, 2012, Board Meeting. |
| <b>SCHROEDER, Carol</b>   | Custodian                     | Fergus High School           | Approve appointment on schedule—<br>MAINT II Step 0 for up to 8 hours per day for 265 days per year  | June 11, 2012         | See attached hiring recommendation.   |
| <b>ODERMANN, Rob</b>      | Bus Driver                    | School District #1           | Accept letter of resignation   | June 2, 2012          | See attached letter.  |
| <b>OTTO, Josh</b>         | Bus Driver                    | School District #1           | Accept letter of resignation   | June 2, 2012          | See attached letter.  |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

12

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

**ITEM TITLE:** CLAIMS--NONE

**Requested By:** Board of Trustees   **Prepared By:** Sherry Martin   **Date:** 07/09/2012

**SUMMARY:**

Claims paid through June 27, 2012, to close out the 2011-2012 Fiscal Year were approved by the Finance Committee and mailed out on June 30, 2012.

Members of the Finance Committee for July-September 2012 include: Stan Monger, Jeremy Bristol, Tom Balek, and Barb Thomas.

**SUGGESTED ACTION:** None

**Additional Information Attached**   **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

13

| <u>Agenda Items</u> | <u>Additional Information</u> |
|---------------------|-------------------------------|
| 13. None            |                               |

**SUGGESTED ACTION:** Approve All Items

**NOTES:**

|                            | Motion | Second | Aye | Nay | Abstain | Other |
|----------------------------|--------|--------|-----|-----|---------|-------|
| <b><i>Board Action</i></b> |        |        |     |     |         |       |
| Balek                      |        |        |     |     |         |       |
| Bristol                    |        |        |     |     |         |       |
| Irish                      |        |        |     |     |         |       |
| Monger                     |        |        |     |     |         |       |
| Pierce                     |        |        |     |     |         |       |
| Thomas                     |        |        |     |     |         |       |
| Weeden                     |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

14

- 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:** 07/09/2012

**SUMMARY:**

The Board of Trustees needs to approve the resolution for the 2012-2013 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 |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| 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, 2012, through June 30, 2013, 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, Business Manager/District Clerk (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. 1, Fergus County, for the purpose of investing all available cash of the School District.

DATED this 9<sup>th</sup> day of July, 2012.

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CHAIR, BOARD OF TRUSTEES  
SCHOOL DISTRICT NO. 1

ATTEST:

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SCHOOL DISTRICT CLERK  
SCHOOL DISTRICT NO. 1

**LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

15

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

**ITEM TITLE:** SECOND READING—BOARD POLICY #5314—SUBSTITUTES

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 07/09/2012

**SUMMARY:**

The Board of Trustees needs to approve the second and final reading of Board Policy #5314—Substitutes and consider the adoption of said policy.

Information being added has been highlighted.

**SUGGESTED ACTION:** Approve Adoption of Board Policy #5314—Substitutes

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |



# SECOND READING

## **Lewistown School District**

### **PERSONNEL**

5314

#### Substitutes

The Board authorizes the use of substitute teachers as necessary to replace teachers who are temporarily absent. The principal shall arrange for the substitute to work for the absent teacher. Under no condition is a teacher to select or arrange for a private substitute.

The Board establishes the daily rate of pay for substitute teachers as follows: (effective July 1, 2006).

- \$65.00 per day for certified teachers (current or not) or a Master's degree or higher.
- \$60.00 per day for non-certified, degrees less than a Masters, and non-degreed.
- Additional \$5.00 per day after fifteen (15) days of service in the district during one school year and an active substitute from year to year.
- Minimum payment will be one-half (1/2) day for up to four (4) hours. Any time over four (4) hours will be considered a full day.
- July 1, 2007, and every July 1<sup>st</sup> thereafter, extend same % increase as classified staff, then rounded to the nearest half-dollar up or down.
- No fringe benefits are given to substitute teachers.

Substitutes for classified positions will be paid by the hour. Certified substitutes will receive the additional Certified Paraprofessional stipend per hour when substituting for classified positions. When a classified employee is called upon to substitute for a teacher, the teacher sub rate shall apply unless the classified rate of pay is higher.

#### Policy History:

Adopted on: June 28, 2004

Revised on: February 27, 2006

Revised on: January 14, 2008

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

16

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

**ITEM TITLE:** FIRST READING—BOARD POLICY #5333—HOLIDAYS

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 07/09/2012

**SUMMARY:**

The Board of Trustees needs to approve the first reading of Board Policy #5333—Holidays.  
 Information being added has been highlighted.

**SUGGESTED ACTION:** Approve First Reading of Board Policy #5333—Holidays

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

# FIRST READING

## Lewistown School District PERSONNEL

5333

### Holidays

Holidays for certified staff are dictated in part by the school calendar. Temporary employees shall not receive holiday pay. Part-time employees shall receive holiday pay on a prorated basis.

The holidays required for classified staff, by ' 20-1-305, MCA, are:

1. Independence Day
2. Labor Day
3. Thanksgiving Day
4. Christmas Day
5. New Year's Day
6. Memorial Day
7. State and national election days when the school building is used as a polling place and the conduct of school would interfere with the election process of the polling place.

All classified employees will receive six (6) paid holidays per school year as follows:

1. Labor Day
2. Thanksgiving Day
3. Day After Thanksgiving
4. Christmas Day
5. New Year's Day
6. Memorial Day

Twelve-(12)-month employees will be granted an additional two (2) floating days per year, **plus Independence Day**.

In those cases where an employee, as defined above, is required to work any of these holidays, another day shall be granted in lieu of such holiday unless the employee elects to be paid for the holiday in addition to the employee's regular rate of pay for all time worked on the holiday.

Twelve-(12)-month employees in cases where one of the above holidays falls on a Saturday or Sunday, the preceding Friday and/or the following Monday shall not be a holiday. Seasonal employees shall be granted all holidays listed above no matter which day of the week the holiday falls.

If a holiday occurs during the period in which vacation is being taken by an employee, the holiday shall not be charged against the employee's annual leave.

Legal Reference: ' 20-1-305, MCA School holidays

### Policy History:

Adopted on: June 28, 2004

Revised on: January 23, 2006 (The effective date of this policy revision is December 2005 and will include Christmas Day 2005 and New Year's Day 2006.)

Revised on: February 22, 2010

Revised on: August 24, 2010

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**Agenda Item No.**

17

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

**ITEM TITLE:** APPROVE SELF-INSURANCE FUND AND CAFETERIA/FLEX PLAN FUND

**Requested By:** Board of Trustees    **Prepared By:** Mike Waterman    **Date:** 07/09/2012

**SUMMARY:**

The Board of Trustees needs to approve two new funds to our accounting structure to accommodate changes to the District's insurance plans. These funds are a Self-Insurance Fund and a Cafeteria/Flex Plan Fund.

**SUGGESTED ACTION:** Approve Self-Insurance Fund and Cafeteria/Flex Plan Fund

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

| <i>Board Action</i> | Motion | Second | Aye | Nay | Abstain | Other |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

## MEMO

TO: Lewistown Board of Trustees

FROM: Mike Waterman, Business Manager

DATE: June 25, 2012

SUBJECT: NEW FUNDS

As we begin Fiscal Year 2012-13, it is necessary to add two new funds to our accounting structure to accommodate changes to the District's insurance plans. These funds are a Self-Insurance Fund and a Cafeteria/Flex Plan Fund.

### Self-Insurance Fund

Last spring, the Board approved a self-insured dental plan for employees. As you recall, the District holds premium deposits from the program and uses those premiums to pay claims. A third-party administrator has been hired to manage the plan. Schools are to account for such plans in a Self-Insurance Fund, as authorized by 20-9-330 and 20-9-331, MCA (attached).

You may also recall that the District does have residual equity on deposit from a similar Self-Insurance Fund and a related Health Insurance Agency Fund that went dormant some years ago. That equity, which totals about \$38,300, can be moved to the new Self-Insurance Fund, if needed.

### Cafeteria/Flex Plan Fund

Recently, the company that administers the District's flex plan underwent a change in ownership. The new company operates differently than our old administrator, and these changes necessitate opening a second new fund.

In the past, the District sent a check to our flex plan administrator. The administrator would then deposit the check and use the proceeds to pay claims. In contrast, the District will keep flex dollars on deposit under the new plan. The administrator will then remove the money necessary to pay claims via ACH. The Flex Plan Fund is an 'agency fund', and is authorized by ARM 10.10.314 (attached).

Please note that although this plan is required to accommodate our administrator's structure, it does bring to light certain complications with our current arrangement. As you may know, the Central Montana Learning Resource Center Cooperative (CMLRCC) is a separate legal entity, but they have historically been allowed to participate in our group health insurance plan.

Since the flex company views the District and CMLRCC as one 'group', they cannot distinguish between each legal entity's claims. As a result, we must pool the employee contributions and claims. When we

do so, however, we will cannot identify whether any surplus or shortage belongs to the District or the CMLRCC.

In fairness, this arrangement has probably existed for quite some time. However, the change requested by the flex administrator brings the issue to light. As a result, it will be necessary to reach an agreement with the coop regarding the ownership of any surplus or shortfall.

Note finally that opening a new Flex Plan Fund does require approval from the Office of Public Instruction. We will petition OPI for that approval after our Board authorizes the new fund.

Please contact me with questions.

Mike

**20-3-330. District self-funded health benefit plan reserve funds -- exception for**

**dissolution of plan.** (1) Except as provided in subsection (2), the trustees of a school district with a self-insured health benefit plan holding reserve funds shall use these funds to pay claims and other liabilities of the district's health benefit plan.

(2) Upon dissolution of a district's self-insured health benefit plan, all remaining reserves must be maintained by the district under the provisions of [20-3-331](#) and must be used to pay for employee benefit costs as determined by a collective bargaining agreement or an employer policy or as required by applicable state or federal law.

**20-3-331. Purchase of insurance -- self-insurance plan.** (1) The trustees of a district may purchase insurance coverage or establish a self-insurance plan for the district, trustees, and employees for liability as provided in [2-9-211](#) and for group health and life insurance as provided in [2-18-702](#). The trustees shall include the cost of coverage in the general fund budget of the district and as authorized for the district transportation program in [20-10-143](#)(1)(d).

(2) Whenever the trustees of a district establish a self-insurance plan, the trustees shall establish an internal service fund to account for the activities of the self-insurance plan.

**10.10.314 INTERNAL SERVICE, ENTERPRISE, AND AGENCY FUNDS**

(1) School districts may establish an internal service, enterprise, or agency fund if the intended purpose for which such fund will be used is approved by the Superintendent of Public Instruction. These funds shall be operated and accounted for as nonbudgeted funds.

(2) If the purpose for which a district intends to establish one of these funds is approved, the Superintendent of Public Instruction will provide the district guidance on the application of generally accepted accounting principles to that type of fund. If a district fails to comply with generally accepted accounting principles or with accounting policies established by the Superintendent of Public Instruction, the Superintendent may rescind approval to use the fund.

(3) Working capital needed to begin operations of an internal service fund may be derived from contributions of noncash assets from other funds or an interfund loan from the general fund. Interfund loans must be repaid before the end of the fiscal year.

(4) The intended purpose of an internal service fund is to provide services within a district and to be self-supporting without accumulating a profit. For example, a district's centralized purchasing operation may be accounted for in an internal service fund. Total costs of the services being provided, such as the costs of supplies, operation and maintenance of machinery, salaries and benefits for personnel responsible for providing the services, etc., should be recouped through user charges.

(a) The fund balance of an internal service fund must be kept within a range sufficient to maintain the operation without accumulating excess resources. If the balance becomes too high, charges to the funds receiving the services should be reduced. Excess balances in an internal service fund are not available for other purposes and must not be transferred to other funds.

(b) Charges must be made to all funds that receive services. Charges to the user funds must be reasonably determined and must be paid within the budgets of the user funds in the year services were provided. Expenditures charged to the user funds must be supported by invoices. Charges must be supported by documentation of actual usage.

(c) Services provided to users outside the district should be occasional in nature and the cost of such services must not be charged to district funds. Instead, such costs must be charged to those outside users and their payments recorded as revenue in the internal service fund.

(5) The intended purpose of an enterprise fund is to provide services to users outside the district. District enterprise operations are financed and operated in a manner similar to private business

enterprises. Total costs of the services being provided, such as the costs of supplies, operation and maintenance of machinery, salaries and benefits for personnel responsible for providing the services, etc., should be recouped through user charges.

(a) The fund balance of an enterprise fund must be kept within a range sufficient to maintain the operation without accumulating excess resources. If the balance becomes too high, charges to outside users receiving the services should be reduced. Excess balances in an enterprise fund are not available for other purposes and must not be transferred to other funds.

(b) Charges must be made to all users which receive services. Charges to outside users or district funds must be reasonably determined and must be paid within the budgets of the district funds in the year services were provided. Expenditures charged to the district funds must be supported by invoices. Charges must be supported by documentation of actual usage.

(c) The cost of services provided to users outside the district must not be charged to district funds. Instead, such costs must be charged to those outside users and their payments recorded as revenue in the enterprise fund. (History: 20-9-102, 20-9-201, MCA; IMP, 20-9-103, 20-9-208, MCA; NEW, 1994 MAR p. 1824, Eff. 7/8/94.)



**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

07/09/2012

**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:** 07/09/2012

**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 |
|---------------------|--------|--------|-----|-----|---------|-------|
| Balek               |        |        |     |     |         |       |
| Bristol             |        |        |     |     |         |       |
| Irish               |        |        |     |     |         |       |
| Monger              |        |        |     |     |         |       |
| Pierce              |        |        |     |     |         |       |
| Thomas              |        |        |     |     |         |       |
| Weeden              |        |        |     |     |         |       |

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** July 9, 2012

| <i>EMPLOYEE NAME</i>  | <i>POSITION</i>                      | <i>LOCATION</i>   | <i>RECOMMENDED ACTION</i>  | <i>EFFECTIVE DATE</i> | <i>COMMENTS</i>                        |
|---|--------------------------------------|---|--|-----------------------|--|
| <b>WATERMAN, Mike</b>                                       | Business Manager /<br>District Clerk | School District #1  | Accept letter of resignation   | August 17, 2013       | See attached letter.                   |
| <b>KUNTZELMAN, Fawna</b>                                    | English Teacher                      | Fergus High School  | Accept letter of resignation   | June 25, 2012         | See attached letter.                   |
| <b>KUNTZELMAN, Rich</b>                                     | Instrumental Music<br>Director       | Fergus High School /<br>Lewis and Clark<br>Elementary     | Accept letter of resignation   | June 25, 2012         | See attached letter.                   |
| <b>SOWER, Jessica</b>                                       | English Teacher                      | Fergus High School  | Approve appointment on schedule—<br>BA 3 Step 4 (Actual Step 0)  | July 9, 2012          | See attached hiring<br>recommendation. |
| <b>BROWN, Claudia</b>                                       | Paraprofessional                     | Lewis & Clark<br>Elementary                               | Approve appointment on schedule—<br>PARA Step 0+CERT for up to 7.5<br>hours per day for up to 180 days   | August 23, 2012       | See attached hiring<br>recommendation. |
| <b>DONALDSON, Brenda</b>                                    | Paraprofessional                     | Highland Park<br>Elementary                               | Approve appointment on schedule—<br>PARA Step 0+CERT for up to 7 hours<br>per day for up to 180 days   | August 23, 2012       | See attached hiring<br>recommendation. |
| <b>HENSON, Sarah</b>  | Paraprofessional                     | Highland Park<br>Elementary/Lewis<br>and Clark Elementary | Approve appointment on schedule—<br>PARA Step 0+CERT for up to 3.5<br>hours per day at Highland Park and up<br>to 3.5 hours per day at Lewis and<br>Clark for up to 180 days | August 23, 2012       | See attached hiring<br>recommendation. |
| <b>KOLAR, Tiffany</b>                                       | Paraprofessional                     | Lewistown Junior<br>High School                           | Approve appointment on schedule—<br>PARA Step 0+CERT for up to 7.5<br>hours per day for up to 180 days   | August 23, 2012       | See attached hiring<br>recommendation. |
| <b>RECOMMENDATIONS<br/>FOR ACTIVITIES AND<br/>ATHLETICS</b> | Extracurricular<br>Assignments       | Fergus High School  | Approve appointment on schedule as<br>recommended  | July 9, 2012          | See attached list.                     |

Mike Waterman  
34 Castle Ridge Drive  
Lewistown, Montana 59457  
June 28, 2012

Lewistown Board of Trustees:

As you know, I recently was offered and accepted the Director of Business Services position for the Bozeman School District. This position is a great career opportunity for me, made even more appealing by the fact that my family lives in the Bozeman area. Nonetheless, making the decision to leave was not an easy one for my family because we realize we have a great thing going here in Lewistown and I will be sad to leave my colleagues and friends.

My last official day in Lewistown will be August 17, 2012. I have worked out a back-and-forth schedule for July and August that will allow me to complete our year-end financial reporting and budgeting and also transition in my replacement. Please feel free to contact me as you normally would during that time.

I sincerely appreciate the opportunity to work here. My family and I enjoyed being part of the Lewistown community, and I am proud to have been part of this school district.

Sincerely,

Mike Waterman

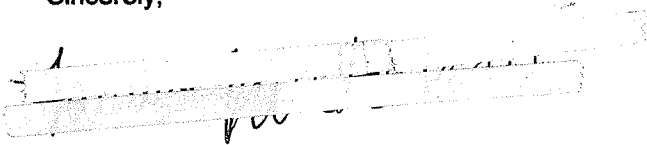
June 19, 2012

Lewistown Public Schools  
215 7th Avenue South  
Lewistown, MT 59457

Dear Lewistown School District Board of Trustees

With this letter I resign from my position as English teacher at Fergus High Schools effective June 19, 2012. I will settle all student accounts and clear my personal effects from my classroom by no later than June 30, 2012.

Sincerely,



Fawna Kuntzelman  
315 Maple  
Lewistown, MT 59457

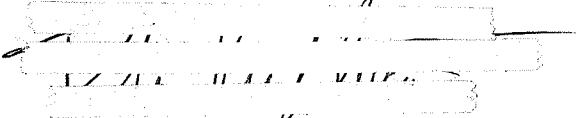
June 19, 2012

Lewistown Public Schools  
215 7th Avenue South  
Lewistown, MT 59457

Dear Lewistown School District Board of Trustees

With this letter I resign from my position as director of bands at Lewis and Clark Elementary and Fergus High Schools effective June 19, 2012. I will settle all student accounts and clear my personal effects from my office by no later than June 30, 2012.

Sincerely,



Rich Kuntzelman  
315 Maple  
Lewistown, MT 59457

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:

Jessica Sower

For:

Job Title

English Teacher

Classification

BA 3

Step

Step 4 (Actual Step 0)

Work location

Fergus High School

Date to begin work

Fall 2012

Days per yr/Hrs per day

187 days per year

SELECTION COMMITTEE:

Jeff Elliott

Jerry Feller

Holly Heser

Joe Irish

Parent – Melissa Smith

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at the Regular Board meeting on July 9, 2012.

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:

Claudia Brown

For:

Job Title Paraprofessional

Classification PARA

Step Step 0 + CERT

Work location Lewis & Clark Elementary

Date to begin work August 23, 2012

Days per yr/Hrs per day 180 days per year / 7.5 hours per day

SELECTION COMMITTEE: Matt Lewis

Tim Majerus

Michelle Trafton

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at the Regular Board meeting on July 9, 2012.

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:

Brenda Donaldson

For:

Job Title

Paraprofessional

Classification

PARA

Step

Step 0 + CERT

Work location

Highland Park

Date to begin work

August 23, 2012

Days per yr/Hrs per day

180 days per year / 7.0 hours per day

SELECTION COMMITTEE:

Matt Lewis

Tim Majerus

Michelle Trafton

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at the Regular Board meeting on July 9, 2012.



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:

Sarah Henson

For:

Job Title Paraprofessional

Classification PARA

Step Step 0 + CERT

Work location Highland Park / Lewis & Clark Elementary

Date to begin work August 23, 2012

Days per yr/Hrs per day 180 days per year / 7.0 hours per day

SELECTION COMMITTEE: Matt Lewis

Tim Majerus

Michelle Trafton

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at the Regular Board meeting on July 9, 2012.

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:

Tiffany Kolar

For:

Job Title

Paraprofessional

Classification

PARA

Step

Step 1 + CERT

Work location

Highland Park

Date to begin work

August 23, 2012

Days per yr/Hrs per day

180 days per year / 7.5 hours per day

SELECTION COMMITTEE:

Matt Lewis

Tim Majerus

Michelle Trafton

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at the Regular Board meeting on July 9, 2012.

**2012-2013 School Year**

**Starting Salary** | **\$30,394.00**

**FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS**

| <b>Activity</b>                          | <b>Name</b>              | <b>Positions</b>       | <b>Index</b>                | <b>Stipend</b> | <b>Date Approved</b> |
|--|--------------------------|------------------------|-----------------------------|----------------|----------------------|
| <b>CMY MENTOR ADVISOR</b>                | <i>Rachel Stansberry</i> | Co-Advisors            | 0.0175                      | \$ 531.90      |                      |
|  |                          | Co-Advisors            | 0.0175                      | \$ 531.90      |                      |
| <b>ANNUAL</b>                            | <i>Diane Lewis</i>       | Advisor                | 0.050                       | \$ 1,519.70    |                      |
| <b>ATHLETIC DIRECTOR</b>                 | <i>Jim Daniels</i>       | Director               | 0.195                       | \$ 5,926.83    |                      |
| <b>BASKETBALL</b>                        | <i>Jimmy Graham</i>      | Boys Head Coach        | 0.150                       | \$ 4,559.10    |                      |
|  | <i>Spencer Walsh</i>     | Boys First Assistant   | 0.110                       | \$ 3,343.34    |                      |
|  | <i>Kyle Trafton</i>      | Boys Assistant - 1     | 0.090                       | \$ 2,735.46    |                      |
|  | <i>Deena Ross</i>        | Girls Head Coach       | 0.150                       | \$ 4,559.10    |                      |
|  | <i>Justin Jenness</i>    | Girls First Assistant  | 0.110                       | \$ 3,343.34    |                      |
|  |                          | Co-Girls Assistant - 1 | 0.090                       | \$ 2,735.46    |                      |
| <b>BUSINESS PROFESSIONALS OF AMERICA</b> | <i>Diane Lewis</i>       | Co-Advisor             | 0.0350                      | \$ 1,063.79    |                      |
| <b>CHEERLEADERS</b>                      | <i>Jennifer Pfau</i>     | Head Coach             | 0.125                       | \$ 3,799.25    |                      |
|  | <i>Amanda Kase</i>       | Assistant              | 0.074                       | \$ 2,249.16    |                      |
| <b>CONCESSIONS</b>                       | <i>Clubs</i>             | Football               | \$75 per game               |                |                      |
|  | <i>Clubs</i>             | Volleyball             | \$50 to \$75 per game       |                |                      |
|  | <i>Clubs</i>             | Girls Basketball       | \$75 per game               |                |                      |
|  | <i>Clubs</i>             | Boys Basketball        | \$75 per game               |                |                      |
|  | <i>Clubs</i>             | Wrestling              | \$50 per game/\$100 per day |                |                      |
|  | <i>Clubs</i>             | Track                  | \$100 per day               |                |                      |
|  | <i>Clubs</i>             | Speech and Drama       | \$100 per day               |                |                      |
|  | <i>Angela Woolett</i>    | Orders                 |                             | \$ 500.00      |                      |
| <b>CROSS COUNTRY -- B/G</b>              | <i>Susie Flentie</i>     | Head Coach             | 0.125                       | \$ 3,799.25    |                      |
|  | <i>Melanie Smith</i>     | Assistant              | 0.085                       | \$ 2,583.49    |                      |

**2012-2013 School Year**

**Starting Salary    \$30,394.00**

**FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS**

| <b>Activity</b>                 | <b>Name</b>           | <b>Positions</b>  | <b>Index</b>      | <b>Stipend</b> | <b>Date Approved</b> |
|---------------------------------|-----------------------|-------------------|-------------------|----------------|----------------------|
| <b>F CLUB</b>                   | <i>Victor Feller</i>  | Advisor           | 0.015             | \$ 455.91      |                      |
| <b>FFA</b>                      | <i>Jared Long</i>     | Advisor           | 0.110             | \$ 3,343.34    |                      |
| <b>FCCLA</b>                    | <i>Karen Durbin</i>   | Advisor           | 0.035             | \$ 1,063.79    |                      |
| <b>FOOTBALL</b>                 | <i>Gary Gebert</i>    | Head Coach        | 0.145             | \$ 4,407.13    |                      |
|                                 | <i>Victor Feller</i>  | First Assistant   | 0.105             | \$ 3,191.37    |                      |
|                                 | <i>Rick Wright</i>    | Assistant - 1     | 0.085             | \$ 2,583.49    |                      |
|                                 | <i>Troy Hudson</i>    | Assistant - 2     | 0.085             | \$ 2,583.49    |                      |
|                                 | <i>Matt Tedesco</i>   | Assistant - 3     | 0.085             | \$ 2,583.49    |                      |
|                                 | <i>Steve Paulson</i>  | Assistant - 4     | 0.085             | \$ 2,583.49    |                      |
|                                 | <i>Rich Nearhoof</i>  | Field Preparation |                   | \$ 700.00      |                      |
| <b>GOLF</b>                     | <i>Mary Kynett</i>    | Head Coach        | 0.090             | \$ 2,735.46    |                      |
|                                 | <i>Jeff Friesen</i>   | Assistant         | 0.055             | \$ 1,671.67    |                      |
| <b>HONOR SOCIETY</b>            | <i>Jeff Friesen</i>   | NHS Advisor       | 0.035             | \$ 1,063.79    |                      |
| <b>INTRAMURALS w/Civic Ctr.</b> | <i>TBA</i>            | Coach             | Paid by Agreement |                |                      |
| <b>KEY CLUB</b>                 | <i>Melanie Smith</i>  | Advisor           | 0.047             | \$ 1,428.52    |                      |
| <b>MAGAZINE SALES</b>           | <i>Angela Woolett</i> | Coordinator       | 0.020             | \$ 607.88      |                      |
| <b>MEET MANAGEMENT</b>          |                       | Track & Field     |                   | \$ 75.00       |                      |
|                                 |                       | Cross Country     |                   | \$ 75.00       |                      |
|                                 |                       | Volleyball        |                   | \$ 75.00       |                      |
|                                 |                       | Wrestling         |                   | \$ 75.00       |                      |

**2012-2013 School Year**

**Starting Salary** | **\$30,394.00**

**FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS**

| <b>Activity</b>           | <b>Name</b>               | <b>Positions</b>         | <b>Index</b> | <b>Stipend</b> | <b>Date Approved</b> |
|---------------------------|---------------------------|--------------------------|--------------|----------------|----------------------|
| <b>MUSIC</b>              | <i>Brandon O'Halloran</i> | FCPA Manager             | 0.065        | \$ 1,975.61    |                      |
|                           |                           | Instrumental Activities  | 0.110        | \$ 3,343.34    |                      |
|                           |                           | Jazz Band Advisor        | 0.040        | \$ 1,215.76    |                      |
|                           | <i>Brandon O'Halloran</i> | Vocal Activities         | 0.070        | \$ 2,127.58    |                      |
|                           | <i>Brandon O'Halloran</i> | Choralaires Director     | 0.040        | \$ 1,215.76    |                      |
| <b>RENAISSANCE</b>        | <i>Jean Rogan</i>         | Advisor                  | 0.047        | \$ 1,428.52    |                      |
| <b>SCHOOL NEWSPAPER</b>   | <i>Meggan Cirrincione</i> | Co-Advisor               | 0.025        | \$ 759.85      |                      |
|                           | <i>Jeff Friesen</i>       | Co-Advisor               | 0.025        | \$ 759.85      |                      |
| <b>SCHOOL PLAY</b>        |                           | Co-Advisor               | 0.020        | \$ 607.88      |                      |
|                           |                           | Co-Advisor               | 0.020        | \$ 607.88      |                      |
| <b>SCIENCE</b>            | <i>Justin Guyer</i>       | Science Bowl Advisor     | 0.035        | \$ 1,063.79    |                      |
|                           | <i>Justin Guyer</i>       | Science Olympiad Advisor | 0.020        | \$ 607.88      |                      |
|                           | NA                        | Envirothon Advisor       | 0.010        | \$ 303.94      |                      |
| <b>SKI CLUB</b>           | <i>Luke Brandon</i>       | Advisor                  | 0.015        | \$ 455.91      |                      |
| <b>SOFTBALL</b>           | <i>Mike Mangold</i>       | Head Coach               | 0.125        | \$ 3,799.25    |                      |
|                           | <i>Justin Jenness</i>     | Assistant                | 0.085        | \$ 2,583.49    |                      |
| <b>SPEECH &amp; DRAMA</b> |                           | Head Coach               | 0.110        | \$ 3,343.34    |                      |
|                           |                           | Assistant                | 0.075        | \$ 2,279.55    |                      |
| <b>STUDENT GOVERNMENT</b> | <i>Luke Brandon</i>       | Advisor                  | 0.047        | \$ 1,428.52    |                      |
|                           | <i>Angela Woolett</i>     | Assistant                | 0.023        | \$ 699.06      |                      |
| <b>SkillsUSA</b>          | <i>Loren Drivdahl</i>     | Advisor                  | 0.035        | \$ 1,063.79    |                      |

**2012-2013 School Year**

**Starting Salary    \$30,394.00**

**FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS**

| <b>Activity</b>          | <b>Name</b>               | <b>Positions</b> | <b>Index</b>      | <b>Stipend</b> | <b>Date Approved</b> |
|--------------------------|---------------------------|------------------|-------------------|----------------|----------------------|
| <b>TENNIS</b>            | <i>Diane Lewis</i>        | Head Coach       | 0.145             | \$ 4,407.13    |                      |
|                          | <i>Sam Helmer</i>         | First Assistant  | 0.105             | \$ 3,191.37    |                      |
|                          | <i>Justin Guyer</i>       | Assistant        | 0.085             | \$ 2,583.49    |                      |
| <b>TRACK &amp; FIELD</b> | <i>Steve Olson</i>        | Head Coach       | 0.145             | \$ 4,407.13    |                      |
|                          | <i>Vic Feller</i>         | First Assistant  | 0.105             | \$ 3,191.37    |                      |
|                          | <i>Suzy Flentie</i>       | Assistant - 1    | 0.085             | \$ 2,583.49    |                      |
|                          | <i>Gary Cecrle</i>        | Assistant - 2    | 0.085             | \$ 2,583.49    |                      |
| <b>VOLLEYBALL</b>        | <i>Tara Taylor</i>        | Head Coach       | 0.145             | \$ 4,407.13    |                      |
|                          | <i>Josie Krause</i>       | First Assistant  | 0.105             | \$ 3,191.37    |                      |
|                          | <i>Ashley Jenness</i>     | Assistant        | 0.085             | \$ 2,583.49    |                      |
| <b>WEIGHT ROOM</b>       | <i>Sherry Breidenbach</i> | Co-Coordinator   | \$15 / Hour up to | \$ 900.00      |                      |
|                          | <i>Steve Olson</i>        | Co-Coordinator   | \$15 / Hour up to | \$ 900.00      |                      |
| <b>WRESTLING</b>         | <i>Chad Armstrong</i>     | Head Coach       | 0.145             | \$ 4,407.13    |                      |
|                          | <i>Mark Malone</i>        | First Assistant  | 0.105             | \$ 3,191.37    |                      |

THE BOARD OF TRUSTEES OF LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**2010-2015 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, 2010-2015:** *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. Response to Intervention (RTI) is embraced and consistently implemented by staff in every building in the district and is used to monitor and improve student achievement.
2. The District is consistent in each building in developing and implementing both curricula as well as intervention programs to insure student achievement and success.
3. The District has evaluated the high school graduation requirements and its processes for allowing deviation from the requirements for both college bound and vocation bound students.
4. The District is consistent at all levels in developing and implementing differentiated instruction techniques.

**Goal Area 2: Facilities**

**Statement of Intended Outcome, 2010-2015:** *Lewistown Public Schools continues to strive for 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. Develop a comprehensive plan to address the District's building and facilities needs to insure our physical plant can effectively and efficiently address the needs of our students, staff and community for the next 20 years.
2. Secure community support and funding necessary to implement the comprehensive facilities plan.
3. Use gifting and fund-raising via the Central Montana Foundation to assure long-term funding for critical needs in our buildings and grounds.

**Goal Area 3: Community / Parental Engagement**

**Statement of Intended Outcome, 2010-2015:** *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. Develop, implement and maintain a consistent, district-wide effort to involve parents and interested community members in our schools.
2. Implement an accepted and used communication system so that information can be shared quickly and effectively with parents and interested community members and to allow easy and effective communication from parents and interested community members with the Board, administration and district staff.
3. Implement a program whereby those parents and community members interested and willing to advocate for public schools with the legislature and state agencies are empowered to do so.

**Goal Area 4: Technology**

**Statement of Intended Outcome, 2010-2015:** *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. Have implemented steps 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.
3. Provide staff development to ensure that technology standards are implemented in classrooms district wide.
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. Determine how the district should help educate parents about the ways their children use technology (in and out of school, for good and bad reasons).

**Goal Area 5: Highly Qualified Staff**

**Statement of Intended Outcome, 2010-2015:** *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. Implement a consistent, rigorous and fair assessment and evaluation process for staff that is understood and supported by administrators and staff.
2. Professional development is tailored to meet the needs of teachers, administrators, and staff. They are part of the planning and assessment of these opportunities.



## **Goal Area 6: Fiscal Management/Responsibility**

**Statement of Intended Outcome, 2010-2015:** *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 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 (2013).
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 June 30, 2015, a review of the Strategic Plan's 1-5 year goals and objectives and insure they still represent appropriate and realistic milestones on our way to our 20-year vision.

## 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**

Stan Monger, Board Chair  
Tom Balek  
Jeremy Bristol  
Joe Irish  
Lisa Pierce  
Barbara Thomas  
Monte Weeden

**LEWISTOWN PUBLIC SCHOOLS  
2012-2013 SCHOOL CALENDAR**

**A. Pupil Instruction**

|                       |                |                        |                |
|-----------------------|----------------|------------------------|----------------|
| <b>First Semester</b> | <b>89 Days</b> | <b>Second Semester</b> | <b>90 Days</b> |
|-----------------------|----------------|------------------------|----------------|

|                      |                      |                      |                    |
|----------------------|----------------------|----------------------|--------------------|
| <b>FIRST QUARTER</b> | <b>DAYS</b>          | <b>THIRD QUARTER</b> | <b>DAYS</b>        |
| First Week           | Aug 28 -- Aug 31 4   | First Week           | Jan 22 -- Jan 25 4 |
| Second Week          | Sept 4 -- Sept 7 4   | Second Week          | Jan 28 -- Feb 1 5  |
| Third Week           | Sept 10 -- Sept 14 5 | Third Week           | Feb 4 -- Feb 8 5   |
| Fourth Week          | Sept 17 -- Sept 21 5 | Fourth Week          | Feb 11 -- Feb 15 5 |
| Fifth Week           | Sept 24 -- Sept 28 5 | Fifth Week           | Feb 18 -- Feb 21 4 |
| Sixth Week           | Oct 1 -- Oct 5 5     | Sixth Week           | Feb 25 -- Mar 1 5  |
| Seventh Week         | Oct 8 -- Oct 12 5    | Seventh Week         | Mar 4 -- Mar 8 5   |
| Eighth Week          | Oct 15 -- Oct 17 3   | Eighth Week          | Mar 11 -- Mar 15 5 |
| Ninth Week           | Oct 22 -- Oct 26 5   | Ninth Week           | Mar 18 -- Mar 22 5 |
| Tenth Week           | Oct 29 -- Nov 2 5    | Tenth Week           | Mar 25 -- Mar 28 4 |
|                      | <b>46</b>            |                      | <b>47</b>          |

|                       |                    |                       |                    |
|-----------------------|--------------------|-----------------------|--------------------|
| <b>SECOND QUARTER</b> | <b>DAYS</b>        | <b>FOURTH QUARTER</b> | <b>DAYS</b>        |
| First Week            | Nov 5 -- Nov 7 3   | First Week            | Apr 2 -- Apr 5 4   |
| Second Week           | Nov 12 -- Nov 16 5 | Second Week           | Apr 8 -- Apr 12 5  |
| Third Week            | Nov 19 -- Nov 20 2 | Third Week            | Apr 15 -- Apr 19 5 |
| Fourth Week           | Nov 26 -- Nov 30 5 | Fourth Week           | Apr 22 -- Apr 26 5 |
| Fifth Week            | Dec 3 -- Dec 7 5   | Fifth Week            | Apr 29 -- May 3 5  |
| Sixth Week            | Dec 10 -- Dec 14 5 | Sixth Week            | May 6 -- May 10 5  |
| Seventh Week          | Dec 17 -- Dec 21 5 | Seventh Week          | May 13 -- May 17 5 |
| Eighth Week           | Jan 2 -- Jan 4 3   | Eighth Week           | May 20 -- May 24 5 |
| Ninth Week            | Jan 7 -- Jan 11 5  | Ninth Week            | May 28 -- May 31 4 |
| Tenth Week            | Jan 14 -- Jan 18 5 |                       |                    |
|                       | <b>43</b>          |                       | <b>43</b>          |

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

|               |  |               |
|---------------|--|---------------|
|               |  | <b>Totals</b> |
| August 23-24  | All Staff Orientation/PIR  | 2.0           |
| August 27     | PIR  | 1.0           |
| October 18-19 | Staff Development Days - Teachers Convention                                       | 2.0           |
| November 7-8  | Parent Teacher Conferences<br><b>(Evening Only on Nov 7, All Day on Nov 8)</b>     | 1.5           |
| January 21    | PIR  | 1.0           |
| April 4       | Parent Teacher Conference<br>Evening <u>ONLY</u> (Regular School Day for Students) | 0.5           |
|               |  | <b>8.0</b>    |

| <b>2012-2013<br/>Regular Board Meetings</b> |    |           |
|---|----|-----------|
| July  | 9  | 5:30 p.m. |
| Aug   | 13 | 5:30 p.m. |
| Sept  | 10 | 7:00 p.m. |
| Oct   | 8  | 7:00 p.m. |
| Nov   | 12 | 7:00 p.m. |
| Dec   | 10 | 7:00 p.m. |
| Jan   | 14 | 7:00 p.m. |
| Feb   | 11 | 7:00 p.m. |
| Mar   | 11 | 7:00 p.m. |
| Apr   | 8  | 7:00 p.m. |
| May   | 13 | 7:00 p.m. |
| June  | 10 | 5:30 p.m. |

**C. Holidays / Vacations (Dates Inclusive)**

|                       |   |
|-----------------------|---|
| September 3           | Labor Day   |
| October 18-19         | Fall Vacation (Teachers - Convention)                           |
| November 8            | Parent Teacher Conferences ( <b>Vacation Day for Students</b> ) |
| November 9            | Vacation Day  |
| November 21-23        | Thanksgiving Vacation   |
| December 24-January 1 | Winter Break  |
| January 21            | PIR ( <b>Vacation day for Students</b> )                        |
| February 22           | Vacation Day  |
| March 29-April 1      | Spring Break  |
| May 27                | Memorial Day  |