

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, October 10, 2011

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Presentation—Matt Lewis, Response to Intervention
4. Report—Student Representative
5. Report—Committees of the Board
6. Discussion—Mike Waterman, Tax Levies
7. Discussion—Facilities
8. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

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 September 26, 2011, Regular Board Meeting

APPROVAL OF CLAIMS

12. Claims

CONSENT GROUP ITEMS

13. Approve Out-of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools

INDIVIDUAL ITEMS

14. Approve Personnel Report
15. First Reading—Board Policy #1400—Board Meetings
16. Approve Request for Fergus High School Choral Groups to Compete in the World Strides Heritage Festival in Seattle, Washington

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

10/10/2011

Agenda Item No.

3

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

ITEM TITLE: PRESENTATION—MATT LEWIS, RESPONSE TO INTERVENTION

Requested By: Board of Trustees **Prepared By:** Matt Lewis **Date:** 10/10/2011

SUMMARY:

Response to Intervention (RtI) forms the framework for providing for student needs at all grade levels. A core group of teacher leaders provide data analysis and direction for the intervention model. Our schools are organized around grade-level teams. These teams of teachers meet regularly to discuss student progress and needs.

Throughout the year, specific interventions are utilized so that each child can experience success in literacy and mathematics. A referral to the Response to Intervention Team generates a school-wide system that allows the student to be placed in an appropriate intervention group. Using monitor progress data, each student is observed to be sure that adequate progress was being made. If the student made good progress, this targeted instruction was continued; if not, the intervention was changed.

Matt Lewis, Elementary Principal, along with staff from Garfield and Highland Park, will provide information regarding the success this program has had in our district.

SUGGESTED ACTION: Informational

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

4

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Sydney Stivers **Date:** 10/10/2011

SUMMARY:

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

HOMEcomings WEEK – OCTOBER 1-8, 2011

Sunday:	Hallway Decorating at 7:00 p.m. (Junior Hall Won)
Spirit Days:	All Week
Float Decorating:	All Week
Wednesday:	Coronation and Popsicles at 2:45 p.m.
Friday:	All-School Pep Assembly
	BBQ
	Parade at 2:00 p.m.
	Football Game at 7:00 p.m.
Saturday:	Dance at 9:00 p.m.

SUGGESTED ACTION: Informational

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

5

- 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:** 10/10/2011

SUMMARY:

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

The Buildings and Grounds Committee needs to set up a time to meet. Members of this committee include: Jeremy Bristol, Joe Irish, and Stan Monger.

SUGGESTED ACTION: Informational Report

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

6

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

ITEM TITLE: DISCUSSION—MIKE WATERMAN, TAX LEVIES

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 10/10/2011

SUMMARY:

Attached you will find a breakdown of the total tax levies for property owners within the Lewistown city limits. In total, local taxpayers will pay 810.89 mills in the coming year. This total represents an increase of 24.75 mills—approximately 3%—over last year's levels. Changes to the various jurisdictions' levies are as follows:

	2010-11 Levy	2011-12 Levy	Change	% Change
County	104.40	117.31	12.91	12.37%
City	228.35	238.67	10.32	4.52%
State	101.00	101.00	0.00	0.00%
School				
Retirement	41.31	43.10	1.79	4.33%
School				
Transportation	8.80	6.73	-2.07	-23.52%
School District	302.28	304.08	1.80	0.60%
Total	786.14	810.89	24.75	3.15%

As a reminder, K-20 education receives tax proceeds from several taxing jurisdictions. Those education-related taxes are represented by green-shaded bars on the graph. In total, those education levies account for 454.91 of the 810.89 mills (56%) levied in Lewistown proper.

Please contact me with questions. Mike

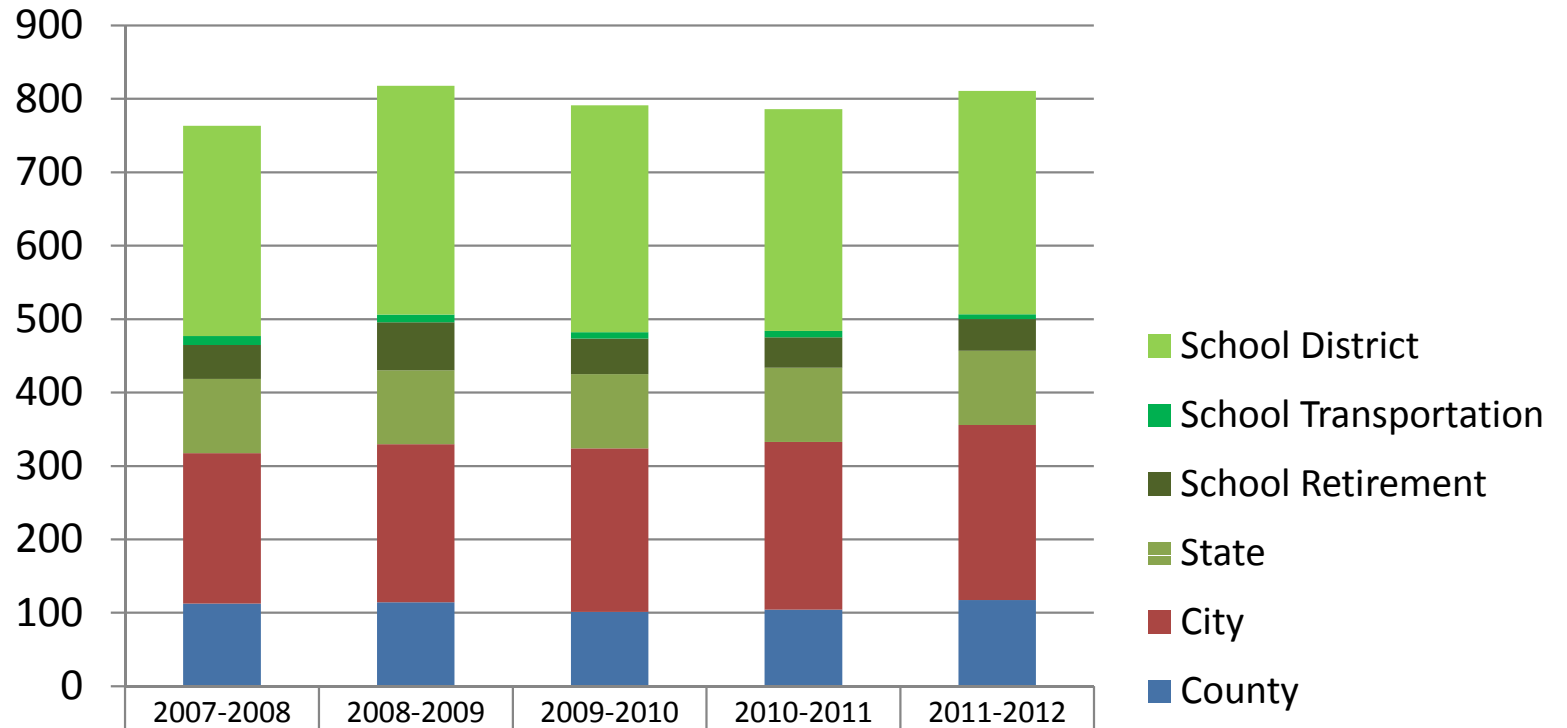
SUGGESTED ACTION: Informational

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

NOTES:

		Motion	Second	Aye	Nay	Abstain	Other
Board Action							
Bristol							
Irish							
Monger							
Pierce							
Schelle							
Thomas							
Weeden							

Lewistown (Proper) Property Tax Mills



	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
School District	286.36	311.81	308.67	302.28	304.08
School Transportation	12.53	10.29	8.98	8.80	6.73
School Retirement	46.10	65.28	48.43	41.31	43.10
State	101.00	101.00	101.00	101.00	101.00
City	205.02	215.08	222.51	228.35	238.67
County	112.44	114.47	101.41	104.40	117.31

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

7

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

ITEM TITLE: DISCUSSION—FACILITIES

Requested By: Board of Trustees Prepared By: Board of Trustees Date: 10/10/2011

SUMMARY:

The Board of Trustees would like to continue the discussion on facilities. At this time projects in process are installing an elevator at the junior high school and replacing the roof on the Lincoln Building. Work is currently being done on the practice football field at Fergus High School due to flood damage. A temporary storage shed may need to be rented to store items from the junior high school during construction of the elevator.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

8

- 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:** 10/10/2011

SUMMARY:

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

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

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:** 10/10/2011

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.

- ❖ October Enrollment Count
- ❖ Grant Opportunities
- ❖ Construction Academy—House Sold—Check Received
- ❖ MCEL—October 19-21, 2011—Great Falls
- ❖ Board Tours—Tuesday, November 1, 2011
- ❖ Roundtable Schedule—Draft
- ❖ CC—Central A Divisional Meet—Saturday, October 15, 2011—Livingston
- ❖ FFA National Convention—October 17-21, 2011—Indianapolis, IN
- ❖ Eagle Booster Steak/Lobster Feed—Monday, October 17, 2011—6:00 p.m.—Eagles
- ❖ Choral Musical—October 18 & 19, 2011
- ❖ All State Music Festival—October 19-21, 2011—Billings
- ❖ Early Release—Wednesday, October 19, 2011—1:30 p.m.
- ❖ No School—October 20-21, 2011—Fall Vacation
- ❖ CC—State Class A Meet—Saturday, October 22, 2011—Missoula
- ❖ Home Athletic Games/Meets:
 - VB vs. Browning—Thursday, October 13, 2011—4:15 p.m.
 - FB – Belgrade—Friday, October 21, 2011—7:00 p.m.
 - VB vs. Belgrade—Saturday, October 22, 2011—2:00 p.m.

SUGGESTED ACTION: Informational

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

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
Board Action						
Bristol						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						


LEWISTOWN PUBLIC SCHOOLS

Enrollment

First Monday In October

<u>YEAR</u>	<u>K-6</u>	<u>JHS</u>	<u>FHS</u>	<u>TOTAL</u>	<u>CHANGE</u> <u>K-12</u>	<u>PRE-K</u>	<u>OVERALL</u>
2011	642	185	366	1193	20	7	1200
2010	612	183	378	1173	-21	4	1177
2009	626	166	402	1194	-68	3	1197
2008	655	196	411	1262	-44	8	1270
2007	666	218	422	1306	-39	6	1312
2006	681	228	436	1345	-9	9	1354
2005	668	232	454	1354	1	9	1363
2004	668	230	455	1353	-78	9	1362
2003	717	249	465	1431	-15	5	1436
2002	741	221	484	1446	-25	7	1453
2001	750	220	501	1471	-71	8	1479
2000	762	253	527	1542	-26	6	1548
1999	776	261	531	1568	-22	6	1574
1998	792	250	548	1590	-28	6	1596
1997	798	269	551	1618	-56	8	1626
1996	832	294	548	1674	-46	8	1682
1995	888	296	536	1720	64	2	1722
1994	862	304	490	1656	-57	2	1658
1993	914	288	511	1713	24	3	1716
1992	941	291	457	1689	73	4	1693
1991	898	273	445	1616	69	5	1621
1990	880	244	423	1547	-6	18	1565
1989	884	231	438	1553	53		
1988	856	199	445	1500	-84		
1987	868	225	491	1584	-46		
1986	874	241	515	1630	66		
1985	830	253	481	1564	-6		
1984	828	257	485	1570	41		
1983	821	253	455	1529	-56		
1982	845	251	489	1585	-3		
1981	844	255	489	1588	-77		

OCTOBER ENROLLMENT COMPARISON

GRADE	2011	2010	2009	2008	2007	2006
K	99	85	73	92	94	112
1	83	72	89	91	107	97
2	79	90	90	101	95	90
3	101	82	99	97	95	97
4	86	102	93	93	96	87
5	98	92	96	89	86	90
6	96	89	86	92	93	108
7	94	90	89	91	110	113
8	91	93	77	105	108	114
9	95	79	103	106	111	116
10	81	97	100	108	108	106
11	93	100	105	96	104	115
12	97	102	94	101	99	99
						
TOTAL	<u>1193</u>	<u>1173</u>	<u>1194</u>	<u>1262</u>	<u>1306</u>	<u>1344</u>

SCHOOL BOARD TOURS

TUESDAY, NOVEMBER 1, 2011

7:45 – 8:05		FHS - Meet with Jerry Feller
8:10 – 9:03		Classroom Visitations
9:03 – 9:10		Travel to Highland Park
9:10 – 9:20		Highland Park - Meet with Matt Lewis
9:20 – 10:20		Classroom Visitations
10:20 – 10:30		Travel to Garfield
10:30 – 10:40		Garfield - Meet with Matt Lewis
10:40 – 11:35		Classroom Visitations
11:40 – 12:00		Lunch with Students
12:00 – 12:10		Travel to Lewis & Clark
12:10 – 12:20		Lewis & Clark – Meet with Michelle Trafton
12:20 – 1:20		Classroom Visitations
1:20 – 1:30		Travel to Junior High
1:30 – 1:40		Junior High - Meet with Tim Majerus
1:40 – 2:40		Classroom Visitations

BOARD OF TRUSTEES ROUNDTABLE SCHEDULE

2011-2012

Revised September 27, 2011 -- DRAFT

Date	Group	Time	Meeting Site
November 14, 2011	Highland Park Elementary	6:00-7:00 p.m.	Highland Park Elementary School
December 12, 2011	Lewis and Clark Elementary	6:00-7:00 p.m.	Lewis & Clark Elementary School
January 9, 2012	Garfield Elementary	6:00-7:00 p.m.	Garfield Elementary School
February 13, 2012	FHS Staff	6:00-7:00 p.m.	Fergus High School
March 12, 2012	Junior High School	6:00-7:00 p.m.	Junior High School
April 9, 2012	Classified Staff	6:00-7:00 p.m.	Lincoln Board Room

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

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:** 10/10/2011

SUMMARY:

Time is provided on the agenda for anyone who wishes to address the Board.

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

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:** 10/10/2011

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the September 26, 2011, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

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

MONDAY, September 26, 2011

REGULAR BOARD MEETING

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

1. ROLL CALL

TRUSTEES PRESENT:

Board Chair Stan Monger, Barb Thomas, Monte Weeden, Lisa Pierce, Joe Irish, Mary Schelle

TRUSTEES ABSENT:

Jeremy Bristol

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Mike Waterman, Sandi Chamberlain, Andrea Payne

OTHERS PRESENT:

Student Representative Sydney Stivers, Joe Zahler-KXLO/KLCM Radio; David Murray-Lewistown News-Argus, and other interested parties.

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

BOARD OF TRUSTEES

3. REPORT—STUDENT REPRESENTATIVE

Sydney Stivers, student representative to the Board, reported on upcoming activities at Fergus High School.

4. REPORT—COMMITTEES OF THE BOARD

The Insurance Committee met on Tuesday, September 13, 2011, and Tuesday, September 20, 2011, to discuss Health Reimbursement Accounts. The next meeting for the Insurance Committee has been scheduled for Thursday, October 6, at 6:30 p.m. in the Lincoln Board Room.

5. DISCUSSION—FACILITIES

The Board of Trustees continued the discussion on facilities. At this time projects in process are installing an elevator at the junior high school and replacing the roof on the Lincoln Building. Work is currently being done on the practice football field at Fergus High School to correct the damage caused by the spring flooding.

6. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

No items were discussed. The Board discussed the possibility of holding regular Board meetings only once per month and reducing the number of roundtables. Trustee Schelle was concerned that reducing the number of meetings would reduce the communication to the Board and public, and also noted that the Board and public should receive regular and frequent updates on the District's efforts to make Adequate Yearly Progress. The Board requested a policy change to be brought to the October 10, 2011, meeting. The policy change will contemplate a single monthly Board meeting on the second Monday of each month.

SUPERINTENDENT'S REPORT

7. OTHER ITEMS

Jason Butcher, Superintendent, reported to the Board of Trustees regarding MT School Law In-Service; possible sale of the Construction Academy House; a reminder of the MCEL dates and timelines; and schedules for the Board Tours and 2011 Roundtable sessions. The Board also reviewed dates for upcoming District events.

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 SEPTEMBER 12, 2011, REGULAR BOARD MEETING – approved unanimously (Weeden/Pierce).

APPROVAL OF CLAIMS

10. CLAIMS – The claims referenced in the 2011-12 Bill Schedule and submitted through September 23, 2011, were approved unanimously (Irish/Weeden). Finance committee members for October through December will be Trustees Irish, Thomas, Pierce.

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

11. APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2011-2012 SCHOOL YEAR – Substitute Teacher/Aide List—Haeli Allen, Kristen Finucane, Charlotte Foran, Christina Leib; Substitute Bus Driver List—Pieter Lombard; Substitute School Food List—Kristen Finucane.
12. APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUEST FOR PLACEMENT IN THE LEWISTOWN PUBLIC SCHOOLS – Kyler T. Fleming was approved unanimously (Thomas/Irish).

INDIVIDUAL ITEMS

13. APPROVE PERSONNEL REPORT – See Exhibit A – approved unanimously (Pierce/Weeden)
14. APPROVE AGREEMENT BETWEEN LEWISTOWN PUBLIC SCHOOLS AND THE CITY OF LEWISTOWN – approved unanimously (Thomas/Irish)

ADJOURNMENT

The meeting was adjourned at 7:52 p.m. The next Board meeting will be held at 7:00 p.m. on Monday, October 10, 2011, at the Lincoln Board Room (Monger – unanimous).

STAN MONGER
BOARD CHAIR

MIKE WATERMAN
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: September 26, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
KAMP, Derree	Assistant Speech and Drama Coach	Fergus High School	Approve appointment on schedule—(0.020)	September 26, 2011	See attached memo.
LELEK, JoNette	Food Server	Highland Park Elementary	Approve appointment on schedule—FOOD SERVER Step 0 for up to 3.00 hours per day for up to 159 days	September 26, 2011	See attached hiring recommendation.
KLIPPENES, Steve	Transportation Director	School District #1	Approve Out-of-State travel to pick up Over-the-Road Passenger Coach in California	September 26, 2011	See attached memo.
ARMSTRONG, Chad	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	September 26, 2011	Chad is teaching a section of Driver’s Education during each semester this year at Fergus High School.
MCCONNELL, Dave	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	September 26, 2011	Dave McConnell will only be assisting in the behind-the-wheel driving instruction.
DARRINGTON, Andrea	Library Aide	Highland Park Elementary and Garfield Elementary	Approve appointment on schedule—AIDE I Step 0+Para for up to 6.00 hours a day for up to 63 days and for up to 3.00 hours per day for up to 65 days	September 26, 2011	See attached hiring recommendation.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

12

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** Sherry Martin **Date:** 10/10/2011

SUMMARY:

Approve claims paid through October 6, 2011, as approved by the Finance Committee.

Members of the Finance Committee for October-December 2011 include: Stan Monger, Joe Irish, Lisa Pierce, and Barb Thomas.

SUGGESTED ACTION: Approve Claims as Presented

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

13

<u>Agenda Items</u>	<u>Additional Information</u>
<p>13. Approve Out-of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools</p>	

SUGGESTED ACTION: Approve All Items

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

14

- 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:** 10/10/2011

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

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

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

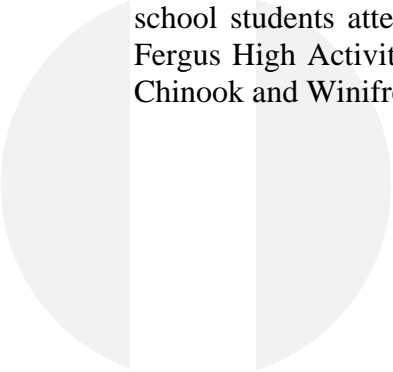
DATE: October 10, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
LONG, Jared 16 Students	FFA Advisor	Fergus High School	Approve Out-of-State Travel to attend the FFA National Convention in Indianapolis, IN	October 16-23, 2011	See attached memo.
HELMER, Sam	Assistant Boys Basketball Coach	Lewistown Junior High School	Approve appointment on schedule— (0.055)	October 10, 2011	See attached memo.



Memorandum

To: Board of Trustees, Lewistown Public Schools
Cc: Jason Butcher, Superintendent
From: Jerry Feller, FHS Principal
Date: October 6, 2011
Re: Out-of-State Travel Request



The Fergus High FFA Chapter requests your permission to attend the National FFA Convention in Indianapolis, IN, starting Oct. 15th and ending Oct 23rd, with 16 Fergus High school students attending along with head advisor, Mr. Jared Long. The plan is to take a Fergus High Activity Bus along with the following schools to help cover the cost. (Malta, Chinook and Winifred)



LEWISTOWN JUNIOR HIGH SCHOOL
Jim Daniels, Co-Activities Coordinator
Tim Majerus, Co-Activities Coordinator
(406) 535-5419 Fax: (406) 535-2300

TO: Jason Butcher, Superintendent of Schools
FROM: Jim Daniels, A. D. / Tim Majerus, Principal
DATE: September 26, 2011
RE: Extracurricular

Please recommend to the Board of Trustees the following individual(s) for extracurricular activities for the 2011-2012 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.

Lewistown Junior High School:

Boys Basketball

Sam Helmer	Assistant Coach	(0.055)	\$1,655.12
------------	-----------------	---------	------------

Kyle Trafton was approved for this coaching position at the August 8, 2011, Board meeting, but has decided not to coach boys basketball at the junior high. Sam Helmer will fill this vacancy.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

15

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

ITEM TITLE: FIRST READING—BOARD POLICY #1400—BOARD MEETINGS

Requested By: Board of Trustees
Prepared By: Jason Butcher
Date: 10/10/2011

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #1400—Board Meetings.

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

SUGGESTED ACTION: Approve First Reading of Board Policy #1400—Board Meetings

Additional Information Attached
Estimated cost/fund source _____

NOTES:

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

FIRST READING

Lewistown School District

THE BOARD OF TRUSTEES

1400

Page 1 of 2

Board Meetings

Regular Meetings

Unless otherwise specified, all meetings will be held in the Lincoln Board Room, 215 7th Avenue South, Lewistown, Montana. Regular meetings shall be held ~~at 7:00 p.m. on the second and fourth~~ Monday of each month **at 7:00 p.m. September through May and at 5:30 p.m. June-August.**, ~~with the exception of July and December, when the Board has one (1) meeting, or at other times and places determined by a majority vote.~~ Except for an unforeseen emergency, meetings must be held in a school building or in a publicly owned building located within the District. If regular meetings are to be held at places other than the place stated above or are adjourned to times other than the regular meeting time, notice of the meeting shall be made in the same manner as provided for special meetings.

Emergency Meetings

In the event of an emergency involving possible personal injury or property damage, the Board may meet immediately and take official action without prior notification.

Budget Meetings

Between July 1st and August 4th of each year, the Clerk shall publish a notice stating the date, time, and place the trustees will meet for the purpose of considering and adopting the final budget of the District, stating that the meeting of the trustees may be continued from day to day until the final adoption of the District's budget, and stating that any taxpayer in the District may appear at the meeting and be heard for or against any part of the budget. This notice shall be published in the *Lewistown News-Argus*.

On the date and at the time and place stated in the published notice (on or before August 15th), the trustees shall meet to consider all budget information and any attachments required by law. The meeting may continue from day to day; however, the Board must adopt the final budget not later than the fourth (4th) Monday in August.

Special Meetings

Special meetings may be called by the Chairman or by any two (2) trustees. A written notice of a special meeting, stating the purpose of the meeting, shall be delivered to each trustee not less than forty-eight (48) hours prior to the time of the meeting. Such written notice shall be posted

conspicuously within the District in a manner that will receive public attention. Written notice shall also be sent not less than twenty-four (24) hours prior to the meeting, to each newspaper and radio or television station that has filed a written request for such notices. **Business transacted at a special meeting will be limited to that stated in the notice of the meeting.**

Executive Sessions

Under Montana law, the Board may hold closed or executive sessions to consider matters of individual privacy. Prior to closing the meeting, the presiding officer must determine that the demands of individual privacy exceed the merits of public disclosure. The Board may also close a meeting to discuss a strategy to be followed with respect to litigation, when an open meeting would have a detrimental effect on the litigating position of the District. This exception does not apply if the litigation involves only public bodies or associations as parties. Prior to closing a meeting for this purpose, it is recommended that the District obtain legal advice on the appropriateness of this action. No formal action shall take place during executive session.

Legal Reference:	§ 2-3-103, MCA	Public participation – governor to insure guidelines adopted
	§ 2-3-104, MCA	Requirements for compliance with notice provisions
	§ 2-3-105, MCA	Supplemental notice by radio or television
	§ 2-3-201, MCA	Legislative intent – liberal construction
	§ 2-3-203, MCA	Meetings of public agencies and certain associations of public agencies to be open to public – exceptions
	§ 20-3-322, MCA	Meeting and quorum
	§ 20-9-131, MCA	Final budget meeting
	10.55.701, ARM	Board of Trustees

Policy History:

Adopted on: June 28, 2004
Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/10/2011

Agenda Item No.

15

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

ITEM TITLE: APPROVE REQUEST FROM FERGUS HIGH SCHOOL CHORAL GROUPS TO
COMPETE IN THE WORLDSTRIDES HERITAGE FESTIVAL

Requested By: Board of Trustees **Prepared By:** Brandon O'Halloran **Date:** 10/10/2011

SUMMARY:

Brandon O'Halloran, FHS Choral Director, is requesting approval from the Board of Trustees to take a group of students to Seattle, Washington, to compete in the WorldStrides Heritage Festival scheduled for April 12-15, 2012.

SUGGESTED ACTION: Approve Request from Fergus High School Choral Groups to Compete in the WorldStrides Heritage Festival

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

NOTES:

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

10/5/11

Dear School Board and Administration,

The students of the Fergus High School Choral Department are looking to expand our horizons this year.

With that in mind, we would like to take an educational trip to Seattle, Washington to participate in a WorldStrides Heritage Festival. This is a competition based festival and has an academic component that would allow interested students to do coursework in advance of the festival for academic credit. The adjudicators (judges) are the best in the industry and will give a clinic to each of our performing groups (we are allowed to bring three performing groups!!!) I am excited to provide this wonderful experience to the vocal students at Fergus High and hope you are as well.

Dates: April 12-15, 2012

Thank you for your consideration.

Sincerely,

Brandon O'Halloran
Director of Choirs
Fergus High School

[Welcome to WorldStrides Heritage Performance Programs!](#)

We know nothing compares to the pride of performing in a world-renowned concert hall, the adrenaline rush of performing a new music number in front of thousands of fans, or the incredible thrill of learning a new dance move from a famous choreographer. Music is our life, and for more than 30 years we've been helping talented students take the trip of a lifetime to perform and showcase their talents in breathtaking venues across the country.

For decades Heritage Festivals, Bowl Games of America, and BGA Performance have been synonymous with service excellence and unrivaled performance opportunities. We are thrilled to see these three respected names come together to form a single brand that offers the best in education and performance opportunities for all types of musicians: **WorldStrides Heritage Performance programs**. This new website is where students and directors, whether from a marching band, dance or cheer team, orchestra, concert band, or choir, can learn about our exciting opportunities.

Take your music program or performing group to the next level. A WorldStrides Heritage Performance program is the ideal venue for your band, choir, orchestra, or dance team to step into the spotlight and show off their skills.

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

Strategic Objectives:

1. 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 (2011).
4. The Lewistown Schools leadership team works with outlying communities to determine what cooperative efforts can be made to make the best use of limited resources.
5. Conclude, prior to August 15, 2011, 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
 Jeremy Bristol
 Joe Irish
 Lisa Pierce
 Mary Schelle
 Barbara Thomas
 Monte Weeden

**LEWISTOWN PUBLIC SCHOOLS
 2011-2012 SCHOOL CALENDAR**

A. Pupil Instruction

First Semester					90 Days	Second Semester					89 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug	24 --	Aug	26	3	First Week	Jan	23 --	Jan	27	5
Second Week	Aug	29 --	Sept	2	5	Second Week	Jan	30 --	Feb	3	5
Third Week	Sept	6 --	Sept	9	4	Third Week	Feb	6 --	Feb	10	5
Fourth Week	Sept	12 --	Sept	16	5	Fourth Week	Feb	13 --	Feb	17	5
Fifth Week	Sept	19 --	Sept	23	5	Fifth Week	Feb	20 --	Feb	23	4
Sixth Week	Sept	26 --	Sept	30	5	Sixth Week	Feb	28 --	Mar	2	4
Seventh Week	Oct	3 --	Oct	7	5	Seventh Week	Mar	5 --	Mar	9	5
Eighth Week	Oct	10 --	Oct	14	5	Eighth Week	Mar	12 --	Mar	16	5
Ninth Week	Oct	17 --	Oct	19	3	Ninth Week	Mar	19 --	Mar	23	5
Tenth Week	Oct	24 --	Oct	28	5						43
					45						

SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct	31 --	Nov	2	3	First Week	Mar	26 --	Mar	30	5
Second Week	Nov	7 --	Nov	11	5	Second Week	Apr	2 --	Apr	4	3
Third Week	Nov	14 --	Nov	18	5	Third Week	Apr	10 --	Apr	13	4
Fourth Week	Nov	21 --	Nov	22	2	Fourth Week	Apr	16 --	Apr	20	5
Fifth Week	Nov	28 --	Dec	2	5	Fifth Week	Apr	23 --	Apr	27	5
Sixth Week	Dec	5 --	Dec	9	5	Sixth Week	Apr	30 --	May	4	5
Seventh Week	Dec	12 --	Dec	16	5	Seventh Week	May	7 --	May	11	5
Eighth Week	Dec	19 --	Dec	20	2	Eighth Week	May	14 --	May	18	5
Ninth Week	Jan	3 --	Jan	6	4	Ninth Week	May	21 --	May	25	5
Tenth Week	Jan	9 --	Jan	13	5	Tenth Week	May	29 --	Jun	1	4
Eleventh Week	Jan	17 --	Jan	20	4						46
					45						

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

		Totals
August 22	All Staff Orientation/PIR	1.0
August 23	PIR	1.0
October 20-21	Staff Development Days - Teachers Convention	2.0
November 2-3	Parent Teacher Conferences (Evening Only on 2nd, All Day on 3rd)	1.5
January 16	PIR	1.0
February 27	PIR	1.0
April 7	Parent Teacher Conference Evening <u>ONLY</u> (Regular School Day for Students)	0.5
		8.0

2011-2012 Regular Board Meetings		
July	25	5:30 p.m.
Aug	8	5:30 p.m.
Aug**	23	7:00 p.m.
Sept	12	7:00 p.m.
Sept	26	7:00 p.m.
Oct	10	7:00 p.m.
Oct	24	7:00 p.m.
Nov	14	7:00 p.m.
Nov	28	7:00 p.m.
Dec	12	7:00 p.m.
Jan	9	7:00 p.m.
Jan	23	7:00 p.m.
Feb	13	7:00 p.m.
Feb	27	7:00 p.m.
Mar	12	7:00 p.m.
Mar	26	7:00 p.m.
Apr	9	7:00 p.m.
Apr	23	7:00 p.m.
May	14	7:00 p.m.
May**	29	5:30 p.m.
June	11	5:30 p.m.
June	25	5:30 p.m.

C. Holidays (Dates Inclusive)

September 5	Labor Day
October 20-21	Fall Vacation (Teachers -- Convention)
November 3	Parent Teacher Conferences (Vacation Day for Students)
November 4	Vacation Day
November 23-25	Thanksgiving Vacation
December 21 - January 2	Christmas Vacation
January 16	PIR (Vacation Day for Students)
February 24	Vacation Day
February 27	PIR (Vacation Day for Students)
April 5-9	Spring Break
May 28	Memorial Day

** TUESDAY