

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, September 12, 2011

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Presentation—Suzie Flentie, Lewistown Junior High School GIS Club
4. Report—Student Representative
5. Report—Committees of the Board
6. Discussion—Facilities
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 August 23, 2011, Regular Board Meeting

APPROVAL OF CLAIMS

12. Claims

CONSENT GROUP ITEMS

13. Approve Additions to Substitute List for the 2011-2012 School Year

INDIVIDUAL ITEMS

14. Approve Changes to the Transportation Policy and Procedure Handbook
15. Approve Personnel Report
16. Approve Awarding Bid for the Over-the-Road Passenger Coach to Motor Coach Industries

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

09/12/2011

Agenda Item No.

3

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

ITEM TITLE: PRESENTATION—SUZIE FLENTIE, LEWISTOWN JUNIOR HIGH SCHOOL GIS CLUB

Requested By: Board of Trustees **Prepared By:** Suzie Flentie **Date:** 09/12/2011

SUMMARY:

Suzie Flentie, Junior High School GIS Club Advisor, would like to present to the Board of Trustees information about their current projects.

The JHS GIS Club are using GPS units, data collecting sensors, flip cameras, and GIS software including ArcGIS desktop and ArcGIS explorer. The students have been asked to collect trail data for the Montana Base Map Service Center, to work on a weed mapping project for the Friends of the Trails in cooperation with BLM, and to work on a habitat project with the Rocky Mountain Elk Foundation. We worked on these projects over the summer and will continue to do so throughout the school year.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

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

09/12/2011

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:** 09/12/2011

SUMMARY:

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

SUGGESTED ACTION: Informational

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						

FHS SCHOOL BOARD REPORT

Monday, September 12, 2011

KEY CLUB:

Membership drive/scavenger hunt was on Thursday, September 8, 2011
120 potential members

STUDENT COUNCIL:

Working football concessions and lobby pop machines

Freshman Class Officers elected:

President – James Derheim

Vice President – Maida Walters

Secretary/Treasurer – Jessica Kindzerski

Freshman Representatives – Cody Boyce and Parker Phillips

FFA:

Excited about all of their new members

Headed to Fall Districts on September 9, 2011

National Convention October 15-23, 2011

FCCLA:

Ice Cream Social Wednesday, September 7, 2011

SKILLS USA:

Working all volleyball concessions

SCIENCE OLYMPIAD:

Preparing for the Science Olympiad competition

ART CLUB:

Repainting the hall signs

H.O.W. CLUB:

Recycling

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2011

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:** 09/12/2011

SUMMARY:

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

SUGGESTED ACTION: Informational Report

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2011

Agenda Item No.

6

- 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: 09/12/2011

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

09/12/2011

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:** 09/12/2011

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

09/12/2011

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:** 09/12/2011

SUMMARY:

Attached is the report on the interest earned and distributed for August 2011.

The first column of the report reflects the cash balance in various funds as of August 1, 2011.

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 School District No. One

Investment Distribution Detail Report

Fiscal Year: 2011-2012

Criteria: From Control#: 22 To: 23

Acct Mask: _____

Sort By Acct

Print Internal Accounts Only

Type: Interest Posting Date: 8/31/2011 Amount Distributed: \$1,190.23 Control#: 22
 Posting Description: Interest Distribution 7/31/2011 Entry#: 71

Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
101.00.000.0000.101.000	\$536,269.11	31	.1497830	\$178.28	\$536,269.11		\$0.00	Yes
110.00.000.0000.101.000	\$669,440.59	31	.1869785	\$222.55	\$669,440.59		\$0.00	Yes
111.00.000.0000.101.000	\$861,533.34	31	.2406311	\$286.40	\$861,533.34		\$0.00	Yes
112.00.000.0000.101.000	\$128,378.09	31	.0358567	\$42.68	\$128,378.09		\$0.00	Yes
113.00.000.0000.101.000	\$0.00	31	.0000000	\$0.00	\$0.00		\$0.00	Yes
114.00.000.0000.101.000	\$505,691.82	31	.1412426	\$168.11	\$505,691.82		\$0.00	Yes
120.00.000.0000.101.000	\$9,985.85	31	.0027891	\$3.32	\$9,985.85		\$0.00	Yes
121.00.000.0000.101.000	\$51,564.35	31	.0144022	\$17.14	\$51,564.35		\$0.00	Yes
124.00.000.0000.101.000	\$85,630.08	31	.0239170	\$28.47	\$85,630.08		\$0.00	Yes
128.00.000.0000.101.000	\$24,368.44	31	.0068062	\$8.10	\$24,368.44		\$0.00	Yes
129.00.000.0000.101.000	\$91,286.45	31	.0254968	\$30.35	\$91,286.45		\$0.00	Yes
150.00.000.0000.101.000	\$123,132.59	31	.0343916	\$40.93	\$123,132.59		\$0.00	Yes
160.00.000.0000.101.000	\$8,723.27	31	.0024365	\$2.90	\$8,723.27		\$0.00	Yes
161.00.000.0000.101.000	\$484,303.71	31	.1352688	\$161.00	\$484,303.71		\$0.00	Yes
Control# 22 Total:	\$3,580,307.69		1.0000001	\$1,190.23	\$3,580,307.69		\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 7/31/2011

Type: HS Interest Posting Date: 8/31/2011 Amount Distributed: \$857.19 Control#: 23
 Posting Description: Interest Distribution 7/31/2011 Entry#: 72

Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
201.00.000.0000.101.000	\$419,702.64	31	.1500808	\$128.65	\$419,702.64		\$0.00	Yes
210.00.000.0000.101.000	\$402,166.10	31	.1438099	\$123.27	\$402,166.10		\$0.00	Yes
211.00.000.0000.101.000	\$462,441.25	31	.1653636	\$141.75	\$462,441.25		\$0.00	Yes
213.00.000.0000.101.000	\$0.00	31	.0000000	\$0.00	\$0.00		\$0.00	Yes
214.00.000.0000.101.000	\$255,097.55	31	.0912199	\$78.19	\$255,097.55		\$0.00	Yes
217.00.000.0000.101.000	\$4,968.43	31	.0017767	\$1.52	\$4,968.43		\$0.00	Yes

Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2011-2012

Criteria: From Control#: 22 To: 23 Acct Mask: _____

Sort By Acct
 Print Internal Accounts Only

218.00.000.0000.101.000	\$10,349.68	31	.0037009	\$3.17	\$10,349.68	\$0.00	Yes
220.00.000.0000.101.000	\$9,452.91	31	.0033803	\$2.90	\$9,452.91	\$0.00	Yes
221.00.000.0000.101.000	\$25,291.25	31	.0090439	\$7.75	\$25,291.25	\$0.00	Yes
224.00.000.0000.101.000	\$163,359.02	31	.0584153	\$50.07	\$163,359.02	\$0.00	Yes
228.00.000.0000.101.000	\$96,092.30	31	.0343615	\$29.45	\$96,092.30	\$0.00	Yes
229.00.000.0000.101.000	\$97,638.38	31	.0349144	\$29.93	\$97,638.38	\$0.00	Yes
260.00.000.0000.101.000	\$67,229.39	31	.0240405	\$20.61	\$67,229.39	\$0.00	Yes
261.00.000.0000.101.000	\$615,154.62	31	.2199722	\$188.57	\$615,154.62	\$0.00	Yes
281.00.000.0000.101.000	\$91,191.45	31	.0326090	\$27.95	\$91,191.45	\$0.00	Yes
282.00.000.0000.101.000	\$76,377.29	31	.0273116	\$23.41	\$76,377.29	\$0.00	Yes
Control# 23 Total:	\$2,796,512.26	1.0000005		\$857.19	\$2,796,512.26	\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 7/31/2011

End of Report

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2011

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:** 09/12/2011

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.

- ❖ First Day Enrollment
- ❖ Board Tours—Tuesday, November 1, 2011
- ❖ Roundtable Schedule
- ❖ Surplus Property
- ❖ MTSBA's "Back to School" Legal Primer Recap
- ❖ MCEL—October 19-21, 2011—Great Falls—Need to know by September 30, 2011
- ❖ Adult Education Registration—Monday, September 19, 2011—12:00 p.m.—CMEC
- ❖ MPSEOC College Fair—Thursday, September 22, 2011—9:00 a.m.
- ❖ GO—Central A Divisional Meet—Saturday, September 24, 2011—Browning-East Glacier)
- ❖ Home Athletic Games/Meets:
 - FB vs. Dawson County—Friday, September 16, 2011—7:00 p.m.
 - CC -- Fergus High Invitational—Friday, September 16, 2011—10:00 a.m.
 - VB vs. Hardin/Laurel/Havre—Saturday, September 17, 2011—TBA
 - VB vs. Havre—Friday, September 23, 2011—7:00 p.m.
 - FB – FR/SO vs. Hardin—Saturday, September 24, 2011—11:00 a.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 SCHOOL
215 7th Avenue South
Lewistown, Montana 59457

FIRST DAY ENROLLMENTS

August 24, 2011

	<u>Year</u>	<u>Highland Park</u>	<u>Garfield</u>	<u>Lewis & Clark</u>	<u>Junior High</u>	<u>Fergus High</u>	<u>Total</u>	<u>Difference</u>
	2011-2012	218	228	200	185	370	1201	-10
	2010-2011	222	221	188	184	396	1211	-22
	2009-2010	223	240	184	166	420	1233	-66
	2008-2009	270	212	185	205	427	1299	-26
	2007-2008	284	205	180	222	434	1325	-22
	2006-2007	301	185	193	232	436	1347	-18
	2005-2006	278	179	215	234	459	1365	-5
	2004-2005	263	187	218	234	468	1370	-61
	2003-2004	275	204	234	251	467	1431	-3
	2002-2003	278	218	229	224	485	1434	-48
Gr. Level	2001-2002	291	223	243	223	502	1482	-63
	2000-2001	295	180	290	257	523	1545	-39
	1999-2000	309	186	286	268	535	1584	-7
	1998-1999	316	185	297	247	546	1591	-28
	1997-1998	327	194	283	272	543	1619	-23
	1996-1997	312	181	310	300	539	1642	-34
	1995-1996	337	194	333	291	521	1676	30
	1994-1995	329	185	343	299	490	1646	-60
	1993-1994	355	203	353	280	515	1706	34
	1992-1993	359	225	360	283	445	1672	66
	1991-1992	353	215	329	264	445	1606	65
	1990-1991	322	224	332	238	425	1541	-5
	1989-1990	325	217	330	225	449	1546	35
	1988-1989	301	216	343	198	453	1511	-48
	1987-1988	296	220	339	224	480	1559	-56
	1986-1987	326	203	334	240	512	1615	93
	1985-1986	313	201	290	246	472	1522	-36
	1984-1985	293	191	324	256	494	1558	42
	1983-1984	296	197	320	253	450	1516	-63
	1982-1983	286	204	341	251	497	1579	2
	1981-1982	292	232	305	252	496	1577	-96
	1980-1981	319	238	329	233	554	1673	0

NOTE: Numbers italicized and bolded reflect years Head Start had some former pre-school population.

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 August 25, 2011

Date	Group	Time	Meeting Site
November 14, 2011	Highland Park Elementary	6:00-7:00 p.m.	Highland Park Elementary School
November 28, 2011	Lewis and Clark Elementary	6:00-7:00 p.m.	Lewis & Clark Elementary School
December 12, 2011	Garfield Elementary	6:00-7:00 p.m.	Garfield Elementary School
January 9, 2012	FHS Staff	6:00-7:00 p.m.	Fergus High School
January 23, 2012	Junior High School	6:00-7:00 p.m.	Junior High School
February 13, 2012	Classified Staff	6:00-7:00 p.m.	Lincoln Board Room
February 27, 2012	LEA	6:00-7:00 p.m.	Lincoln Board Room
March 12, 2012	FHS Students	6:00-7:00 p.m.	Fergus High School
March 26, 2012	Admin Council	6:00-7:00 p.m.	Lincoln Board Room

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2011

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:** 09/12/2011

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

09/12/2011

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:** 09/12/2011

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the August 23, 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

TUESDAY, August 23, 2011

REGULAR BOARD MEETING

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

1. ROLL CALL

TRUSTEES PRESENT:

Jeremy Bristol, Barb Thomas (7:25), Monte Weeden, Stan Monger, Lisa Pierce (7:10), Joe Irish

TRUSTEES ABSENT:

Mary Schelle

STAFF PRESENT:

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

OTHERS PRESENT:

Joe Zahler-KXLO/KLCM Radio; David Murray-Lewistown News-Argus

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

BOARD OF TRUSTEES

3. REPORT—COMMITTEES OF THE BOARD

The Insurance Committee will meet September 13, 2011, at 4:00 p.m.

4. 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. The Board discussed the possible need to rent a temporary storage shed to store items from the junior high school during construction of the elevator.

5. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

No items were discussed.

SUPERINTENDENT'S REPORT

6. OTHER ITEMS

Jason Butcher, Superintendent, reported to the Board regarding the all staff orientation and the back-to-school picnic. The Roundtable Schedule for the 2011-2012 School Year was presented to the Board for their information. The Board also reviewed dates for upcoming District events.

PUBLIC PARTICIPATION

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

Andrea Payne noted that the number of new students seems to be higher than in past years.

**ACTION ITEMS
MINUTES**

8. MINUTES OF THE AUGUST 8, 2011, REGULAR BOARD MEETING – approved unanimously (Irish/Pierce).

APPROVAL OF CLAIMS

9. CLAIMS – The claims referenced in the 2011-12 Bill Schedule and submitted through August 18, 2011, were approved unanimously (Bristol/Weeden).

CONSENT GROUP ITEMS – approved unanimously (Weeden/Bristol)

10. APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2011-2012 SCHOOL YEAR – See Exhibit A
11. APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN THE LEWISTOWN PUBLIC SCHOOLS
12. APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN THE MOORE PUBLIC SCHOOLS – See Exhibit B

INDIVIDUAL ITEMS

13. APPROVE PERSONNEL REPORT – see Exhibit C – approved unanimously, Trustee Bristol abstained due to a conflict of interest (Weeden/Irish).
14. APPROVE ISSUING CONTRACT FOR THE CONSTRUCTION ACADEMY INSTRUCTOR – It was noted that the contract will be for the entire school year since the District has a signed contract to construct a customer modular. The motion was approved unanimously (Weeden/Thomas).
15. APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY – See Exhibit D – approved unanimously (Pierce/Irish).
16. APPROVE HEAD START TRANSPORTATION AGREEMENT – approved unanimously (Irish/Bristol).

ADJOURNMENT

The meeting was adjourned at 7:43 p.m. The next Board meeting will be held at 7:00 p.m. on Monday, September 12, 2011, at the Lincoln Board Room (Bristol – unanimous).

**STAN MONGER
BOARD CHAIR**

**MIKE WATERMAN
BUSINESS MANAGER/CLERK**

"EXHIBIT A"

Lewistown Public Schools
2011-2012 SUBSTITUTE LIST

<u>SUBSTITUTE TEACHER/AIDE:</u>		<u>SUBSTITUTE SCHOOL FOOD:</u>	<u>SUBSTITUTE BUS DRIVERS:</u>
<u>NAME</u>	<u>NAME</u>	<u>NAME</u>	<u>NAME</u>
BARBER, Nancy	TRESCH, Debra	RENCH, Christine	
BEAUDRY, Darlene	WORKMAN, Kayce		
BYERLY, Cassie	YERMAN, Mary Lou		
FANYAK, Chuck			
GODDARD, Kimberly			
LEININGER, Dana			
MEADER, Patti			
MELTON, Shanna			<u>SUBSTITUTE CUSTODIANS:</u>
POPPENGA, Carol			<u>NAME</u>
SMITH, Margaret R.			

"EXHIBIT B"
Student Attendance Agreements
Moore School District
2011-2012 School Year

	<u>Name</u>	<u>Address</u>	<u>Grade</u>
1	Bass, Gage	801 Horseshoe Bend, Lewistown, Montana	9
2	Bevis, Moriah	614 W. Washington Street, Lewistown, Montana	9
3	Bristol, Whitney	511 St. Joseph Drive #2C, Lewistown, Montana	8
4	Butcher, Gracia	2470 Wolverine Creek, Lewistown, Montana	6
5	Cundiff, Adysen	295 Buttermilk Curv, Lewistown, Montana	Pre K
6	Gaines, Grant	522 West Watson, Lewistown, Montana	Pre K
7	Gaines, Katheryn	522 West Watson, Lewistown, Montana	2
8	Hofer, Anthony	PO Box 25, Moore, Montana	11
9	Hofer, Bradley	PO Box 858, Moore, Montana	9
10	Hofer, Carver	PO Box 858, Lewistown, Montana	11
11	Hofer, Lori	PO Box 484, Lewistown, Montana	12
12	Hofer, Tammy	2360 King Colony Road, Lewistown, Montana	11
13	Klaus, Morgan	138 14th Avenue South, Lewistown, Montana	9
14	Kleinsasser, Colby	1216 5th Avenue South, Lewistown, Montana	11
15	Kleinsasser, Eljah	1216 5th Avenue South, Lewistown, Montana	7
16	Kleinsasser, Emalie	1216 5th Avenue South, Lewistown, Montana	9
17	McAllister, Chance	221 Bach Avenue C, Lewistown, Montana	8
18	McAllister, Jacob	221 Bach Avenue C, Lewistown, Montana	5
19	McAllister, Taylen	221 Bach Avenue C, Lewistown, Montana	10
20	Olson, Aaron	1117 West Broadway, Lewistown, Montana	11
21	Patnode, Hayden	180 Reservoir, Lewistown, Montana	5
22	Patnode, Rhett	180 Reservoir, Lewistown, Montana	2
23	Petzak, Tegan	367 Castle Ridge Drive, Lewistown, Montana	Pre K
24	Sloan, Aiden	101 Arrowhead Drive, Lewistown, Montana	Pre K
25	Stewart, Alivia	511 St. Joseph Drive #2C, Lewistown, Montana	11
26	Walter, Bradley	PO Box 518, Lewistown, Montana	11
27	Walter, Jessica	PO Box 361, Lewistown, Montana	6
28	Walter, Jordan	8992 Hanover Road, Lewistown, Montana	11
29	Walter, Melissa	8992 Hanover Road, Lewistown, Montana	12
30	Walter, Micaela	PO Box 361, Lewistown, Montana	12
31	Walter, Nicole	PO Box 518, Lewistown, Montana	12
32	Wilder, Wren	304 Hawthorne Avenue, Lewistown, Montana	9
33	Wollman, Mark	P. O. Box 21, Moore, Montana	9
34	Wollman, Melissa	PO Box 21, Moore, Montana	11
35	Workswright, Alice	207 Fluorite Drive, Lewistown, Montana	K

EXHIBIT “C” – PAGE 1 OF 2

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: August 23, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
OTTO, Josh	Route Bus Driver	School District #1	Approve appointment on schedule—TRANSP II Step 0 for up to 5.00 hours per day for up to 179 days	August 23, 2011	See attached memo.
LANTZER, Lee	Route Bus Driver	School District #1	Approve appointment on schedule—TRANSP II Step 0 for up to 2.00 hours per day for up to 179 days	August 23, 2011	See attached memo.
MILLER, Mary	Food Server, Resource Paraprofessional, Playground Aide	Lewis & Clark Elementary	Approve revision of contract to reflect actual hours worked for duties being performed—FS Step 3+45 for up to 2 hours per day; AIDE II Step 2+45 for up to 4.00 hours per day; AIDE III Step 2+45 for up to 1.25 hours per day.	August 23, 2011	See attached memo.
THAYNE, Melinda	Food Server	Lewis & Clark Elementary	Approve revision of contract to reflect actual hours worked for duties being performed—FS Step 2 for up to 4.00 hours per day.	August 23, 2011	See attached memo.
LITTLE, Jean	Food Server/Cashier	Fergus High School	Approve appointment on schedule—FS Step 0 for up to 3.75 hours per day for up to 181 days	August 23, 2011	See attached hiring recommendation.
STAHL, Angie	Food Server	Highland Park Elementary	Approve appointment on schedule—FS Step 0 for up to 3.50 hours per day for up to 181 days	August 23, 2011	See attached hiring recommendation.
BERG, Kelly	1 st Assistant Girls Basketball Coach	Lewistown Junior High School	Approve appointment on schedule—(0.055)	August 23, 2011	See attached memo.

EXHIBIT “C” – PAGE 2 OF 2

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: August 23, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
KAMP, DERREE	Library Aide Resource Aide Study Hall	Lewistown Junior High School	Approve revision in contract to reflect duties as assigned—AIDE I Step 6+45 for up to 1.50 hours per day; AIDE II Step 6+45 for up to 2.50 hours per day; CAR-Study Hall for up to 3.50 hours per day	August 23, 2011	See attached memo.
SAUBY, Barb	Resource paraprofessional	Lewistown Junior High School	Approve appointment on schedule— AIDE II Step	August 23, 2011	See attached memo.
DANIELS, Terry	Assistant Cross Country Coach	Fergus High School	Approve appointment on schedule— (0.085)	August 23, 2011	See attached memo.
BRISTOL, Jenni	School Secretary	Garfield Elementary School	Approve appointment on schedule— SEC II Step 0 for up to 8 hours per day for up to 220 days	August 23, 2011	See attached hiring recommendation.
BENNETT, Joel	Head Custodian	Fergus High School	Approve appointment on schedule— MAINT IV Step 0 for up to 8.00 hours per day for 260 days per year	August 23, 2011	See attached hiring recommendation.

"EXHIBIT D - PAGE 1 OF 4"

SURPLUS PROPERTY LIST

Building	Contact	Item	Quantity
LJHS	M Eike	Microwaves	5
LJHS	M Eike	Ranges	2
FHS	R Kuntzelman	Sousaphones	2
LINC	N Mattheis	Laminator	1
Storage Shed	M Waterman	Student Chairs	8
Storage Shed	M Waterman	Wooden Desk Chairs	1
Storage Shed	M Waterman	4-Drawer Filing Cabinet	1
Storage Shed	M Waterman	2-Drawer Filing Cabinet	2
Storage Shed	M Waterman	4-Shelf Rolling Unit	2
Storage Shed	M Waterman	Assorted Floor Tiles	8 boxes
Storage Shed	M Waterman	Projection Screen	1
Storage Shed	M Waterman	Galvanized Post	1
Storage Shed	M Waterman	Dryer	1
Storage Shed	M Waterman	Sinks with Faucets	3
Storage Shed	M Waterman	Student Desks Without Chairs	3
Storage Shed	M Waterman	Wood Desks	9
Storage Shed	M Waterman	5-ft Oak Wood Table	1
Storage Shed	M Waterman	Luxor Table	1
Storage Shed	M Waterman	Steel Monkey Bars	2
Storage Shed	M Waterman	Computer Cart with Wheels	1
Storage Shed	M Waterman	Bookshelf with Wheels	1
Storage Shed	M Waterman	2-Door Steel Cabinet with Wheels	1
Storage Shed	M Waterman	Merry-Go-Round Saucer	1
Storage Shed	M Waterman	6-foot Table	1
Storage Shed	M Waterman	Office Desk	1
Storage Shed	M Waterman	Corner Metal Table	1
Storage Shed	M Waterman	Pink/Blue Metal Office Desk	1
Storage Shed	M Waterman	5-foot Table	1
Storage Shed	M Waterman	Wooden Coffee Table	1
Storage Shed	M Waterman	Assorted Windows	8 boxes
Storage Shed	M Waterman	Student Desks with Lift Lid	6
Storage Shed	M Waterman	Metal and Glass Exterior Doors	7
Storage Shed	M Waterman	Interior Doors with Windows	4
Storage Shed	M Waterman	Wooden Door	1
Storage Shed	M Waterman	Assorted Bathroom Stall Dividers	4
Storage Shed	M Waterman	Metal Folding Chairs	2
FHS Track Building	M Waterman	Track Hurdles	20
FHS Track Building	M Waterman	Computer Carts	3
FHS Track Building	M Waterman	Green Metal Office Desks	12
FHS Track Building	M Waterman	Student Desks With Gold Chairs	10
FHS Track Building	M Waterman	Student Desks with Chairs	20
FHS Track Building	M Waterman	Blue Wooden Tables	2

"EXHIBIT D - PAGE 2 OF 4"

SURPLUS PROPERTY LIST

Building	Contact	Item	Quantity
FHS	Custodian	Desks	30
FHS	Custodian	Card Catalog	1
FHS	Custodian	Antique Bookshelves	2
JH	Custodian	Vertical Shelving	2
JH	Custodian	Folding Tray	1
JH	Custodian	Folding Lunch Table	2
JH	Custodian	Vertical Stacker	1
JH	Custodian	Magazine Rack	3
JH	Custodian	4-Drawer Filing Cabinet	4
JH	Custodian	Tuba Cases	2
JH	Custodian	6x4 Drawer Cabinet with Hutch	1
JH	Custodian	Overhead Cabinets	1
JH	Custodian	Wood Table	1
JH	Custodian	DJ Stand	1
JH	Custodian	Wooden Dumbbells	50
JH	Tmajerus	Printer tables	2
GAR	Custodian	Magazine Rack	1
GAR	Custodian	AV Cart	1
GAR	Custodian	Right Connection	1
HP	Custodian	Overhead and Cart	1
HP	Custodian	Computer Stand	1
LINC	S Martin	10-Button Phones	15
LINC	S Martin	5-Button Phones	3
LINC	S Martin	6-Shelf Wooden Shelf	1
LINC	S Martin	7-Shelf Wooden Shelf	1
LINC	S Martin	Metal Student Desk	1
LINC	S Martin	4-Door Wooden Cabinet	1
LINC	S Martin	36-Slot Mail Sorter	1
LINC	S Martin	Dell Monitor	1
LINC	S Martin	Hitachi Sound Projector	1
LINC	S Martin	Signer Study Mate	1
LINC	S Martin	Beacon FS-100	1
LINC	S Martin	34-Button Phones	5
LINC	S Martin	ATT Model 5700 Phone	1
FHS	L Rinaldi	Typewriters	3
FHS	L Rinaldi	Overhead Projector	1
Gar	M Lewis	Multi Laser Disk Player	1
Gar	M Lewis	HP scanner	1
Gar	M Lewis	Magnavox VHS video camera	1

"EXHIBIT D - PAGE 3 OF 4"

Surplus Equipment List - Summer 2011

*** Many PC's are PIII or older, have No RAM, and some no Harc

Quantity	Description	Location	Date Added
30	DVI Cables	FHS	26-Jul
2	HP Injet Printers	FHS	26-Jul
2	Flatbed Scanners	FHS	26-Jul
1	Dell Latitude C540/640 laptop		
1	Dell Latitude C840 laptop		
38	Dell Latitude C500/600 laptop		
23	Toshiba Satellite M20		
1	Dell PowerEdge 1850		
1	Dell PowerEdge 1600C		
1	Dell PowerEdge 600SC		
1	Dell PowerEdge 1300		
11	Apple IIe (disk drives, power adapters, monitors, etc.)	Garfield	
11	Dell Monitors		
4	ADC Monitors		
1	NEC Monitor		
1	ProVista Monitor		
1	Nobleview Monitor		
2	Power Macintosh 5200		
25	Keyboards		
12	Mice		
1	Dell PowerEdge 4200		
1	Leviton panel switch rack		
1	NCR Computer		
1	Kensington power adapter		
2	Boffin LTD CD-ROM server		
1	Maxtet CD-ROM tower server		
1	Dell PowerEdge 2400		
2	APC Smart UPS battery backups		
2	Dell Optiplex GX110		
1	Dell non-descript CPU		
21	Dell GX260		
9	Dell GX270		
1	Dell GX150		
2	Dell Optiplex 400		
1	HP "Kayak" CPU		
2	Panasonic dot matrix printers		
1	Panasonic LD30 laserdisc player		
1	IBM electric typewriter		
1	Panasonic KX-E400 electric typewriter		
2	HP Deskjet 710c		
1	HP Deskjet 692c		
2	HP Deskjet 694c		
1	Apple Imagewriter printer		
1	HP Scanjet 5100c scanner		

"EXHIBIT D - PAGE 4 OF 4"

Surplus Equipment List - Summer 2011

*** Many PC's are PIII or older, have No RAM, and some no Harc

Quantity	Description	Location	Date Added
3	Linksys 24 port hub		
1	3Com 24 port hub		
1	Lucent wireless hub		
1	Okidata dot matrix pritner		
23	computer speakers		
1	Belkin 4 port KVM switch		
1	Linksys 16 port hub		
2	HP Deskjet 340 Mobile Printer		

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2011

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:** 09/12/2011

SUMMARY:

Approve claims paid through September 8, 2011, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2011 include: Stan Monger, Jeremy Bristol, Joe Irish, 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

09/12/2011

Agenda Item No.

13

<u>Agenda Items</u>	<u>Additional Information</u>
<p>13. Approve Additions to the Substitute List for the 2011-2012 School Year</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

09/12/2011

Agenda Item No.

13

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2011-2012 SCHOOL YEAR

Requested By: Board of Trustees **Prepared By:** Sandi Chamberlain **Date:** 09/12/2011

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2011-2012 School Year. The substitutes being added to the list are:

Steven Adams
 Andrea Darrington
 Julie Reesor
 Rachelle Zackus

Carol Crowder – Substitute School Food

SUGGESTED ACTION: Approve Substitute List for the 2011-2012 School Year

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

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

09/12/2011

Agenda Item No.

14

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

ITEM TITLE: APPROVE CHANGES TO THE TRANSPORTATION POLICY AND PROCEDURE HANDBOOK

Requested By: Board of Trustees **Prepared By:** Steve Klippenes **Date:** 09/12/2011

SUMMARY:

The Board of Trustees needs to approve the changes to the Transportation Handbook as submitted by Steve Klippenes, Transportation Supervisor.

Information being deleted has been marked with a ~~striethrough~~; information being added has been highlighted.

SUGGESTED ACTION: Approve Changes to the Transportation Policy and Procedure Handbook

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						

TRANSPORTATION POLICY AND PROCEDURE HANDBOOK

ACTIVITY TRIP POLICIES

ACTIVITY TRIP PAY *(Board approved revisions 6/14/2010)*

- 1) Effective the 2009/2010 School Year, for actual driving time, the rate of pay will be calculated at the highest hourly rate paid for driving a route.
- 2) For 'On Duty/Not Driving' time, the rate of pay will be \$10.00 per hour and each activity trip will pay two (2) hours ~~maximum~~ **minimum** per day for 'On Duty/Not Driving' time. These two hours will be used for vehicle start and warm-up, vehicle inspection with appropriate documentation and student loading and unloading. **Any additional time recorded beyond the two (2) hour minimum must have supporting documentation.**
- 3) Activity trips requiring two drivers will be paid as follows: Each driver will be paid actual driving time as referenced above plus the 'On Duty/Not Driving' rate of \$10.00 per hour equal to their individual driving times plus the two (2) hours for vehicle start and warm-up, vehicle inspection and student load/unload, as referenced above.
- 4) Multi-day activity trips exceeding two days, (i.e. three and four day trips), the middle day/days will include an additional four (4) hours to the existing allowance of two (2) hours for those days to the 'On Duty/Not Driving' time. This results in a total of six (6) hours 'On Duty/Not Driving' time to the middle day/days.
- 5) Upon arrival at the activity destination and the bus has been unloaded and secured, the driver is totally and completely relieved from duty. The driver is expected to use this off duty time for his/her own purposes.
- 6) Should an unusual circumstance occur that would require the driver to go back on duty, (i.e. an injured student, etc), the driver will document the circumstances on the trip sheet and will be compensated for their on-duty time.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2011

Agenda Item No.

15

- 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: 09/12/2011

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: September 12, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
PORTER, Nolan	Assistant Football Coach	Lewistown Junior High School	Approve appointment on schedule—(0.050)	September 12, 2011	See attached memo.
VANEK, Trina	Head Cheerleading Coach	Lewistown Junior High School	Approve appointment on schedule—(0.030)	September 12, 2011	See attached memo.
SPRAGGINS, Katherine	Photo Club Advisor	Lewistown Junior High School	Approve appointment on schedule—(0.015)	September 12, 2011	See attached memo.
TEIGEN, Susan	Ski Club Advisor	Lewistown Junior High School	Approve appointment on schedule—(0.015)	September 12, 2011	See attached memo.
THACKERAY, Brett	Volunteer Golf Coach	Fergus High School	Approve appointment on a volunteer basis	September 12, 2011	See attached memo.
JENNESS, Ashley	Volunteer Volleyball Coach	Fergus High School	Approve appointment on a volunteer basis	September 12, 2011	See attached memo.
BLAKE, Megan	Volunteer Cheerleading Coach	Fergus High School	Approve appointment on a volunteer basis	September 12, 2011	See attached memo.
WOOLETT, Angela	Concessions Ordering	Fergus High School	Approve appointment on schedule—\$500.00 for the 2011-2012 Season	September 12, 2011	See attached memo.
WOOLETT, Angela	Magazine Sales Coordinator	Fergus High School	Approve appointment on schedule—(0.020)	September 12, 2011	See attached memo.
RECOMMENDATIONS FOR EXTRA-DUTY CONTRACTS	Activity Bus Drivers	School District #1	Approve revision of contract to correct language to be consistent with handbook changes	August 8, 2011	See attached list.



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 7, 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:

Football

Nolan Porter	Assistant Coach	(0.050)	\$1,504.65
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Cheerleading

Trina Vanek	Head Coach	(0.030)	\$ 902.79
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Photo Club

Katherine Spraggins	Advisor	(0.015)	\$ 451.40
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Ski Club

Susan Teigen	Advisor	(0.015)	\$ 451.40
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FERGUS HIGH SCHOOL
Jim Daniels, Athletic Director
Jeff Elliott, Activities Director
Wendy Pfau, Athletic Secretary
(406) 535-2321 Fax: (406) 535-3835

TO: Jason Butcher, Superintendent of Schools
FROM: Jim Daniels, Athletic Director / Jeff Elliott, Activities Director
DATE: September 6, 2011
RE: Extracurricular Contract(s)

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.

Fergus High School:

Volunteer Coaches

Brett Thackeray	Golf
Ashley Jenness	Volleyball
Megan Blake	Cheerleading

Concessions

Angela Woolett	Ordering	\$500.00
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Magazine Sales

Angela Woolett	Coordinator	(0.020)	\$601.86
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LEWISTOWN PUBLIC SCHOOLS**EXTRA DUTY CONTRACTS**

September 12, 2011

LAST	FIRST	EXTRA DUTY ASSIGNMENT	PAY RATE
Baszczuk	Rebecca	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Burns	Frank	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Cox	Courtney	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Distad	Gary	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Lantzer	Lee	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Lelek	Wayne	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Moore	Robert	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Murray	Ted	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Odermann	Rob	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Otto	Josh	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Pearson	Jim	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Sain, Jr.	Michael "Dean"	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Schaeffer	Kathleen	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Tresch	Daniel	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Tucek	Paul	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Wood	Fred	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2011

Agenda Item No.

16

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

ITEM TITLE: APPROVE AWARDDING BID FOR THE OVER-THE-ROAD PASSENGER COACH TO MOTOR COACH INDUSTRIES (MCI)

Requested By: Board of Trustees **Prepared By:** Steve Klippenes **Date:** 09/12/2011

SUMMARY:

On September 1, 2011, Steve Klippenes, Transportation Supervisor, and Mike Waterman, Business Manager/Clerk, opened the sealed Bids for the over-the-road passenger coach as advertised. Motor Coach Industries (MCI) was the sole bidder.

SUGGESTED ACTION: Consider Awarding Bid for the Over-the-Road Passenger Coach to Motor Coach Industries (MCI)

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						

BID: Over-the-Road Passenger Coach Purchase

DATE OF BID OPENING: September 1, 2011

Vendor	Make/Model	Year	Mileage	Condition	Price
MOTOR COACH INDUSTRIES	MCI J4500	2008	approx 260,000	Excellent	\$310,000.00

BIDS OPENED BY: Steve Klippenes, Transportation Director
Mike Waterman, Business Manager/Clerk

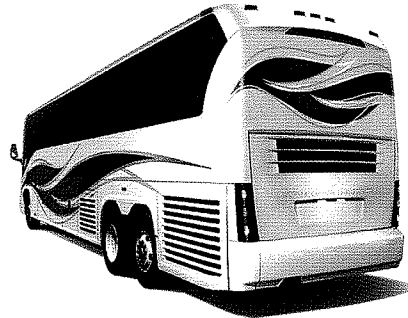
Lewistown Public Schools Bid Specifications

Bidder	MCI	Los Alamitos	CA	818-519-7193
Coach Details:				LPS Preference
Make	MCI	WC Lift Equipped	No	
Model	J4500	Location	Los Alamitos, CA	
Year	2008	Price	\$310,000	2006-2008
VIN #		Key Selling Points	one owner, CA	
Interior Description:		Exterior Description:		
Condition	Excellent	Condition	Excellent	
Capacity (seats)	56	Color	white (new) with purchase	
Restroom	Yes	Description		
Seat Mfg	Amaya	Wheels	Polished Aluminum	
Fabric Description	wool blend, blk, gry, with colors			
Fabric Condition	Excellent			
Other Description	One owner, Calif. Coach. 2007 engine technology (DPF, re-gen)			
Mechanical:				
Odometer	260,000	approx		less than 400,000
ECM Miles	260,000	approx		
Engine	6-cyl 4-stroke diesel	Transmission	Auto	Auto
.Manf	Cat	Make	Allison	Allison
.Model/HP	C13, 410 hp	.Model	B500	B500
Options	Air locks, A/C, Engine Brake, Keyed locks, Overhead blowers, Parcel Rack A/C, P/A, Radio (AM/FM/Cassette), Remote Control Mirrors, DVD, (6) flat screen LCD monitors,			
An "out of state" delivery charge of \$750 will apply				
Lewistown Public Schools will be trading in a 1974 MCI-MC8 - vin #S10475				
Trade Value	MC-8	\$1,500.00		



J4500 PASSENGER COACH

The MCI® J4500 combines head-turning style with proven technology that's easy to maintain — for the peace of mind you and your mechanic will appreciate.



Dimensions

Overall Length (with bumper)	45.58 ft	13.89 m
Wheelbase	315 in	8.00 m
Front Overhang	78.25 in	1.99 m
Rear Overhang	150.25 in	3.82 m
Overall Width	102 in	2.59 m
Overall Height	141.25 in	3.59 m
Interior Height	84.25 in	2.14 m
Front Track	84.84 in	2.15 m
Rear Track (drive)	75.38 in	1.91 m
Rear Track (trailing)	84.84 in	2.15 m
Turning Radius	46 ft	14.02 m
Gross Vehicle Weight	54,000 lb	24494 kg
Luggage Compartment Volume	418 cu ft	11.8 m ³

Special Features

- Spiral entrance stairway
- Electronically controlled, heated exterior mirrors
- Antilock braking system
- Large enclosed parcel racks
- Projector headlamps
- Frameless windows

Options

- Allison B500R automatic transmission with retarder
- Automatic traction control system
- Isringhausen 6800 high-back air-ride driver's seat
- 4- or 6-monitor REI video system
- Wheelchair lift
- Tag axle unload feature

Standard Features

Engine Mfr.	Detroit Diesel Series 60 at 400 hp, DDEC IV 12.7-liter available with optional Jacobs® engine brake	Indicators	Engine oil psi, engine temperature, engine tachometer, speedometer/odometer, primary and secondary air psi, fuel and voltmeter
Transmission	Allison B500 automatic transmission, six forward speeds and one reverse speed	Warning Lights	Low-fuel indicator light and warning light on dash to monitor battery voltage, plus many others
Front Axle	Meritor 16,500-lb (7,484 kg)	Cooling System	Combined radiator and charge air cooler system
Rear Axles	Meritor axles; 23,000-lb drive, 16,500-lb tag	Fan Clutch	Electromagnetic, 2-speed
Seating	56-passenger w/lavatory	Fan Diameter	34 inches (864 mm)
Wheels	Hub-mounted steel 22.5 x 9.0	Steering System	Leather-wrapped tilt and telescoping steering wheel with ZF variable ratio steering
Tires	315 80R 22.5 J-rated	Propeller Shaft	Meritor 1810 Series
Alternators	Dual 140A 24V Bosch	Suspension	Air suspension with automatic leveling and kneeling feature
Brakes	Meritor Q Plus™ with automatic brake slack adjusters	Batteries	Two 8D (1350 c.c.a. each)
Parking Brake	MGM spring brake on drive and tag axles	Voltage	12 volt and 24 volt
Fuel System	183 U.S. gal (693 L) with optional 53 U.S. gal (201 L) auxiliary fuel tank	Exterior Lights	12 volt, LED
Body Type	Semi-monocoque low-corrosion stainless steel		
Exterior Skin	Front- and rear-end caps, molded thermoset plastic; sidewalls thermoset plastic		
Baggage Doors	Resin transfer molded composite		
Entrance Door	Air-operated RTM door		



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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