

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, January 13, 2014

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Introduction of New Student Representative to the Board
4. Report—Student Representative
5. Report—Committees of the Board
6. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

7. Report—Election Update
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 December 9, 2013, Regular Board Meeting

APPROVAL OF CLAIMS

12. Claims

CONSENT GROUP ITEMS

13. Approve Additions to the Substitute List for the 2013-2014 School Year

INDIVIDUAL ITEMS

14. First Reading—Board Policy #2163 – Traffic Education
15. Second Reading—Board Policy #3121P – Enrollment and Attendance Records
16. Discussion and Possible Action on Offering a Retirement Incentive
17. Approve Multidistrict Agreement between Lewistown Elementary and Fergus High School
18. Approve Contract between Lewistown Public Schools and Central Montana Learning Resource Center Cooperative for Special Education Services for the STAR program
19. Approve Personnel Report

EXECUTIVE SESSION

20. Superintendent's Evaluation

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

01/13/2014

Agenda Item No.

3

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

ITEM TITLE: INTRODUCTION OF NEW STUDENT REPRESENTATIVE TO THE BOARD

Requested By: Board of Trustees Prepared By: Luke Brandon Date: 01/13/2014

SUMMARY:

Luke Brandon, Fergus High School Student Council Advisor, would like to introduce to the Board of Trustees Jessica Kindzerski, who will represent the Fergus High School students on the School Board for the next term.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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: Jessica Kindzerski Date: 01/13/2014

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:

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Irish						
Koterba						
Monger						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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: 01/13/2014

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						
Koterba						
Monger						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

6

☐ 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: 01/13/2014

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:

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Irish						
Koterba						
Monger						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

7

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

ITEM TITLE: REPORT—ELECTION UPDATE

Requested By: Superintendent **Prepared By:** Rebekah Rhoades **Date:** 01/13/2014

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on the election calendar and procedures for 2014.

Attached are the Terms of Office Listing and the 2014 School Election Calendar.

Board members terms of office that are due to expire in 2014 include: Joe Irish, Stan Monger, and Barb Thomas.

SUGGESTED ACTION: Informational

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

NOTES:

<i>Board Action</i>	Motion	Second	Ave	Nay	Abstain	Other
Bristol						
Irish						
Koterba						
Monger						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

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

	Expire 2014	Expire 2015	Expire 2016
SCHOOL DISTRICT #1	Joe Irish Stan Monger Barb Thomas	Jeremy Bristol Monte Weeden	Phillip R. Koterba Jennifer Thompson

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


_____ 3 year term (to expire in 2017)
_____ 3 year term (to expire in 2017)
_____ 3 year term (to expire in 2017)

Petitions Filed for Nomination of School Board Trustee:

SCHOOL ELECTIONS CALENDAR 2014

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
No earlier than 135 days, or later than 40 days before	Sunday, December 22 through Thursday, March 27	Trustee candidates file for election. Nomination petition and Oath of Candidacy must be filed with election administrator. No person signing a petition may sign more nomination petitions than there are trustee positions open. NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS HE OR SHE MEETS THIS DEADLINE. <i>Candidate must be registered to vote at the time the petition is filed.</i>	13-10-201(6) 20-3-305 20-3-344
Within 5 days of becoming a candidate	Friday, December 27 through Tuesday, April 1	Contact the Montana Commissioner of Political Practices (MCP) office at (406) 444-2942 if you are in (1) a first-class district located in a county with populations of 15,000 or more, OR (2) a county high school district with an enrollment of 2,000 or more. The filing of C-1-A is required within 5 days of becoming a candidate.	13-37-206 13-37-201
At least 70 days before	Tuesday, February 25	Request for a mail ballot election must be sent from trustees to the election administrator. Exception: Even if no request is received, the election administrator could decide to request a mail ballot election.	13-19-202 13-19-203
At least 60 days before	Friday, March 7	Election administrator sends mail ballot election plan/timetable/sample instructions to the Secretary of State's Office so that it is received by this deadline (i.e. fax, mail, or e-mail to SOS office (not post marked)).	13-19-205
At least 40 days before	Thursday, March 27	Trustees call for an election. The trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) the polling site(s) (if changed from previous school election); and 4) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot (not less than 25 days before the election). The resolution must be delivered to the county election administrator at least 35 days before the election, but it need NOT be posted. The trustees must also appoint three election judges per precinct. The resolution should appear in the board minutes. An election may also be called by the county superintendent, county commissioners, board of public education or the trustees of a community college. Bond Elections are subject to additional requirements (see 20-9-422 , MCA).	20-20-201 20-20-203 20-9-422
At least 38 days before	Friday, March 28	Last day trustee candidates can withdraw from the election. Any candidate that has already filed for election, but wishes to withdraw their name, may do so by sending a statement of withdrawal to the election administrator.	20-3-305
At least 35 days before	Tuesday, April 1	Last day to file resolutions for school election with county election administrator.	20-20-201(2)
No later than the 30th day before	Friday, April 4	Deadline to notify election judges of appointment.	13-4-102
30 days before	Monday, April 7	Voter registration closes. A voter must register by this deadline to vote in the school election. County election administrator prepares registration list. It is not necessary to publish any notice of closing of voter registration.	20-20-311 20-20-312
30 days before	Monday, April 7	Absentee ballots must be available for bond elections. If the bond election is to be held on a date other than the regular school Election Day in May, ballots must be available 30 days before.	20-9-426

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Not more than 30 days before	Monday, April 7	Contact your county election administrator for the biennial absentee ballot list. The county election administrator is required to mail an address confirmation form to voters who previously requested an absentee ballot for all elections. The county election administrator sends the confirmation form in January of every even-numbered year (in mail ballot elections, ballots are sent under mail ballot procedures rather than under absentee ballot list procedures).	13-13-212
Not less than 20 days, or more than 30 days before	Sunday April 6 through Wednesday, April 16	Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district AND posted in at least three public places in the district, provided that in incorporated cities and towns at least one notice must be posted in each ward or precinct. Radio or television notice may be used to supplement the notice. The notice must include: 1) the date and polling places of the election; 2) polling place hours; 3) each proposition to be considered by the electorate; 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions; and 5) where and how absentee ballots may be obtained. If the polling place has changed from the previous school election, that change must be referred to in the notice. If more than one proposition will be considered in the same district, each proposition must be set apart and identified, or placed in separate notices.	20-20-204
No later than 26 days before	Thursday, April 10 (By 5 p.m.)	Deadline for write-in candidate for a trustee position on a school board to file Declaration of Intent	13-10-211(3)
Not less than 25 days before	Friday, April 11	Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees cancel the trustee election. They must then give notice that a trustee election will not be held. <i>**A trustee election held in single-member or trustee nominating district is considered a separate trustee election for declaring the election by acclamation.</i>	20-3-313
Not less than 25 days before	Friday, April 11	Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. <i>Trustees must pass a resolution stating exact levy amounts by this date in order for the clerk to certify the ballot.</i> This resolution must include the durational limit, if any, on the levy.	20-20-401 15-10-425
Not before the 25 th day nor later than the 15 th day	Friday, April 11 through Monday, April 21	Mail ballots mailed. If mail ballot election is used, all ballots must be mailed on the same day, except that if an inactive elector reactivates after the ballots are mailed, the elector should be provided with or mailed a ballot. If the elector reactivates after noon on the day before election day, the elector must come in on election day to receive a ballot.	13-19-207
At least 20 days before	Wednesday, April 16	Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none"> • The ballot (with stubs removed) • Instructions for voting and returning the ballot • A secrecy envelope, free of any marks that would identify the voter • A self-addressed, return envelope with affirmation printed on the back of the envelope 	13-13-214 20-20-401

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Day before	Monday, May 5 (By Noon)	Deadline for absentee ballot requests. Voters who wish to vote absentee may request an absentee ballot in writing or in person until noon the day before the election. <i>** Remember to include a section on the absentee ballot application allowing the voter to become part of the biennial absentee list.</i>	13-13-211 13-13-214
Day before	Monday, May 5	Deliver certified copy of the lists of registered electors for each polling place to the district by election administrator before the election day. District then delivers list(s) to election judges prior to opening of polls.	20-20-313
Election Day 	Tuesday, May 6	ELECTION DAY. The election administrator must prepare the polling places, printed ballots, ensure election judges are present, and conduct a fair and unbiased election (See Election Procedures). Notify election judges of the names of write-in candidates	Title 13 20-20-105 20-20-401 20-20-411
Following receipt of the tally sheets from all polls and within 15 days after election	Wednesday, May 21	Trustees canvass the votes, issue certificates of election, and publish results. Trustees review the tally sheets compiled by the election judges to ascertain their accuracy. Recounts are ordered, if necessary. If tally is complete and accurate, trustees issue certificates of election to successful candidates. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district.	20-20-415 20-20-416
Within 5 days after the official canvas	Monday, May 12 through Monday, May 27	Deadline for filing a petition for recount. When a question submitted to a vote of the people is decided by a margin not exceeding ¼ of 1% of the total votes cast for and against the question, a petition for recount must be filed within 5 days after the official canvas.	13-16-201
Within 15 days after receipt of certificate of election	Wednesday, May 21	Candidate completes and files Oath of Office with the County Superintendent. <i>**Newly elected trustees may not be seated until the oath is filed. The issuance and the oath may be administered at the organizational meeting (below), but must be completed within 15 days of issuance.</i>	20-3-307 20-1-202 1-6-101
Within 15 days of election	Wednesday, May 21	Deadline for trustees to hold organizational meeting to elect chair and appoint clerk.	20-3-321
12 days before and 20 days after	Thursday, April 24 through Monday, May 26	Filing Report: Candidates who marked Box "C" on their form C-1-A must file form C-5 with the district clerk and Montana Commissioned of Political Practices.	13-37-226(4)
June 1	Friday, May 30	Deadline for trustees to request county election administrator to conduct school elections for next year. The school district clerk/election administrator is designated the election administrator for school elections. However, the trustees of any district may request the county election administrator (EA) to become the election administrator for school elections. If the county EA accepts, then he/she must perform all the duties the school clerk would have. The school district must assume all costs of the election.	20-20-417

Special instances are identified with green lettering

1-1-307, MCA. Postponement of day appointed for an action when it falls on a holiday or Saturday. Whenever any act of a secular nature, other than a work of necessity or mercy, is appointed by law or contract to be performed upon a particular day, which day falls upon a holiday or a Saturday, such act may be performed upon the next business day with the same effect as if it had been performed upon the day appointed.

If the deadline, as read in statute, is phrased "not later than..." the deadline does not move to a later date but an earlier one.

Additional References:

Sample forms can be found at this address:

http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_7

Election Manual: http://opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_7

MT Secretary of State's Office: <http://sos.mt.gov/Elections/index.asp>

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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: Rebekah Rhoades Date: 01/13/2014

SUMMARY:

Below is the interest earned and distributed for December 2013:

Elementary \$4,733.14

High School \$3,101.42

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Irish						
Koterba						
Monger						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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:** 01/13/2014

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.

- ❖ MHS Annual Meeting—Monday, January 20, 2014—Great Falls
- ❖ FHS BPA—Regional Conference—Monday, January 20, 2014—Great Falls
- ❖ Eagle Booster Crab Feed—Monday, January 20, 2014
- ❖ No School—Monday, January 20, 2014—PIR Day—Common Core
- ❖ Winter Spirit Week—January 20-24, 2014
- ❖ Adult Education Registration—Tuesday, January 21, 2014—Ctrl MT Educ Ctr (CMEC)
- ❖ FHS Junior Cheer Camp—Saturday, February 1, 2014
- ❖ Eagle Booster Club Meeting—Monday, February 3, 2014—7:00 p.m.—Yogo
- ❖ LJHS Parent/Counselor Night—Tuesday, February 4, 2014—6:30 p.m.
- ❖ WR—Central A Divisional Tournament—Saturday, February 8, 2014—Browning
- ❖ Eastern A Band Festival—February 10-11, 2014—Hardin
- ❖ Home Athletic Games/Meets:
 - BBB/GBB vs. Park—Friday, January 17, 2014—3:00/4:30/6:00/7:30 p.m.
 - GBB vs. Browning—Saturday, January 18, 2014—3:00/4:30/6:00 p.m.
 - GBB vs. Blgs Ctrl—Tuesday, January 21, 2014—4:00/5:30/7:00 p.m.
 - GBB vs. Malta—Tuesday, January 28, 2014—4:00/5:30/7:00 p.m.
 - BBB vs. Belgrade—Friday, January 31, 2014—4:00/5:30/7:00 p.m.
 - GBB vs. Laurel—Saturday, February 1, 2014—3:00/4:30/6:00 p.m.
 - BBB vs. Malta—Tuesday, February 4, 2014—3:00/4:30/6:00 p.m.
 - BBB vs. Conrad—Thursday, February 6, 2014—4:00/5:30/7:00 p.m.
 - GBB vs. Conrad—Friday, February 7, 2014—4:00/5:30/7:00 p.m.
 - GBB vs. Havre—Saturday, February 8, 2014—4:00/5:30/7:00 p.m.

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**



**MONTANA HIGH SCHOOL ASSOCIATION
2014 ANNUAL MEETING**

**Monday, January 20, 2014
Holiday Inn
Great Falls, Montana**

PROPOSALS

1. Proposal to Amend the Due Date for Annual Membership Dues ----- 1
Presented by: MHSA Executive Board
2. Proposal to Amend Eighth Grade Participation/Academic/Transfer By-Laws -----2-3
Presented by: Centerville High School and Ennis High School
3. Proposal to Amend Visa Classification for Foreign Exchange ----- 3
Presented by: MHSA Executive Board
4. Proposal to Add Golf to the Transfer Interpretations for Varsity/JV Competition----- 4
Presented by: Billings Senior High School
5. Proposal to Amend Jewelry Rule for Golf----- 4
Presented by: Billings Senior High School
6. Proposal to Delete Prohibition of Sunday Activities ----- 5
Presented by: MHSA Executive Board
7. Proposal to Eliminate Master Basketball Scheduling -----5-6
Presented by: Rapelje High School
8. Proposal to Amend Cooperative Sponsorship Limits for Six-Player Football ----- 6
Presented by: Alberton High School

1. PROPOSAL TO AMEND THE DUE DATE FOR ANNUAL MEMBERSHIP DUES

The MHSA Executive Board proposes the following amendments to By-Laws, Article I, Section (2) Dues, 2.2 on page 11 and to Rules and Regulations, Section (17) Liability Catastrophe Plan on page 46 of the current MHSA Handbook:

Page 11

Section (2) DUES

- 2.2 Annual dues are payable on or before ~~August 1~~ **July 15** of each year of membership. Any schools failing to pay the annual dues on or before August 1 of each year of membership shall become ineligible from that date until such dues are paid, and shall be required to pay a penalty of fifty dollars (\$50.00) in addition to the regular dues before reinstatement.

Note: Refunds will be made, upon written request, up to and including the first allowable date for competition in that sport/activity.

Page 46

Section (17) LIABILITY CATASTROPHE PLAN

The MHSA member schools, at the 1973 Annual Meeting, adopted a catastrophic insurance plan. This plan was revised and adopted by the MHSA Executive Board in 1993. It is a claims-made excess liability policy which has a \$25,000 deductible. Also included is excess medical coverage subject to a lifetime benefit of two million dollars. All member schools are automatically enrolled for the insurance and the premium will be collected from each school by the MHSA Executive Director by ~~August 1~~ **July 15** of each year according to the schedule approved and listed as follows: Any school failing to pay the premium on or before August 1 will become ineligible from that date until such premium is paid and shall be required to pay a penalty of fifty dollars (\$50.00) in addition to the regular premium before reinstatement. This plan covers all MHSA sanctioned activities during the defined season.

Rationale:

These amendments modify the deadline for receipt of annual membership dues and catastrophic insurance. An earlier due date will still allow schools to make payment after the start of the fiscal year but provide MHSA financial staff enough time to resolve issues with late-paying schools before the first date of practice in any given year. Each year there are a number of schools that delay the payment until the deadline, and as a result several pay *after* the deadline. Late dues interfere with the printing of the MHSA Handbook and could create issues with participation and insurance coverage, and the fine that is already in place hasn't proven to be a sufficient deterrent.

2. PROPOSAL TO AMEND EIGHTH GRADE PARTICIPATION/ACADEMIC/TRANSFER BY-LAWS

Centerville High School and Ennis High School propose the following amendments to By-Laws, Article II, Section (5) Students Below Ninth Grade on page 21 and to Section (10) Transfer Rule on page 22 of the current MHSA Handbook:

Page 21

Section (5) STUDENTS BELOW NINTH GRADE

5.1 No student who is enrolled in a grade below the ninth shall be eligible to participate in an Association Contest, except as noted in 5.3 or eighth grade students meeting the following requirements:

- a. Eighth grade students may play on a high school ~~volleyball, track relay and/or basketball~~ team **if the school wants their participation to fill a roster for a particular sports squad. Any eighth grade student may participate if approved by a school district's local school board.**
- b. ~~Permission for eighth grade participation must be requested by the school and authorization granted by the Executive Director of the MHSA. Once granted approval, those eighth grade participants are eligible to participate in varsity and JV competition.~~ **Schools must notify the MHSA Executive Director that they will be utilizing eighth grade participants and for what sports they will be competing. After notification those eighth grade participants are eligible to participate in any school stipulated MHSA sport.**
- c. Any eighth grade student allowed to participate will have eight semesters of high school eligibility remaining.
- d. All eighth grade students participating must meet the academic requirements **after their first semester of participation.**

The official MHSA waiver form must be used.

5.2 A ninth grade student may not play on a 7th and/or an 8th grade team.

5.3 Any student who is at least fifteen (15) years old on or before midnight August 31 may be declared eligible for participation in Montana High School Association contests by the Executive Director. The Montana high school for which the student will participate must file a request with the Executive Director for consideration. Any student who is declared eligible under this section must participate in athletics at the high school level (grades 9-12) only.

Page 22

Section (10) TRANSFER RULE

10.1 Any student **(including eighth grade students allowed high school participation)** who transfers from one member high school, home school, or non-member school to a member high school is ineligible to participate in a varsity Association Contest for 90 P.I. days or its equivalent in districts with extended school days/four day weeks from the date of enrollment in the school to which he/she transfers. A student and his/her parents or legal guardians must reside in the attendance area of the school in which he/she is enrolled except for a student enrolling in ninth grade for the first time (see Section (12) Record of Transfer.) This rule applies to a student who transfers after twenty (20) days of enrollment or after he/she participates in an athletic contest while enrolled in grades 9, 10, 11 and 12, **EXCEPT** the following students may be declared eligible:

(continued)

Rationale:

- 1) This is the next logical step with the eighth grade rule. In 2012-13, 173 eighth graders were approved for participation, and 135 eighth graders have been approved to date in 2013-14. The vast majority of approvals were for the team sports of volleyball and basketball, while a few were for track relay teams.
- 2) All schools have the option of using eighth graders, not just schools with small rosters.
- 3) This proposal will alleviate the need for the MHSA to rule on every eighth grade request on an individual basis.
- 4) The use of eighth graders will be made by individual school boards if they so choose. In no way are schools required to use eighth graders.

3. PROPOSAL TO AMEND VISA CLASSIFICATION FOR FOREIGN EXCHANGE
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The MHSA Executive Board proposes the following amendments to By-Laws, Article II, Eligibility, Section (10) Transfer Rule on page 23 of the current MHSA Handbook:

Section (10) TRANSFER RULE

- b. Students transferring from one high school to another under any bona fide foreign exchange program will be eligible for two (2) consecutive semesters of eligibility for participation in activities under the administration of any NFHS member association, after the principal properly certifies that they meet all eligibility requirements. The exchange student will not be eligible beyond these two semesters even if he/she chooses to stay at that school, transfer to a different high school or remain under a bona fide program.” The student would be ineligible for 90 P.I. days following the two consecutive semesters of eligibility. A student who returns to the school at which he/she was enrolled directly before attending a bona fide foreign exchange program will be eligible immediately upon re-enrollment. (A student who has graduated from a high school in his/her own country and is now in the United States under a foreign exchange program would not be eligible.) Refer to Article II, Section (4).
3. The foreign exchange student must possess a current J-1 **or F-1** visa, issued by the U.S. State Department.

Rationale:

Council for Standards on International Educational Travel (CSIET) now approves foreign exchange programs that service students with F-1 Visas. In the past CSIET only approved programs that dealt with students with J-1 Visas. Students, whether they possess a J-1 or F-1 Visa, must still be enrolled in a CSIET Program to be eligible. The CSIET has separate listings for J-1 Inbound approved programs and for F-1 Inbound approved programs.

4. PROPOSAL TO ADD GOLF TO THE TRANSFER INTERPRETATIONS FOR VARSITY/JV COMPETITION

Billings Senior High School proposes the following amendment to By-Laws, Article II, Eligibility, Section (10) Transfer Rule Interpretations on page 24 of the current MHSA Handbook:

Section (10) TRANSFER RULE

INTERPRETATIONS

1. A transfer student who changes high schools without the corresponding change of residence by parents or legal guardian (legal guardianship must be established at least one calendar year before the transfer) is eligible to compete as a member of a non-varsity team, only, if his/her school is in a contest against non-varsity teams, only, of other member schools, providing he/she meets all other eligibility requirements. No student may compete unattached or independently.

NOTE a: Athletes participating in cross-country, track ~~and~~ swimming, **and golf** will be allowed to compete in the contests where varsity and sub-varsity team members compete at the same time to conserve time and expense, but are scored separately. Example: cross-country meet where varsity and sub-varsity runners run at the same time but are identified and scored separately.

Rationale:

At home tournaments, the sub varsity golfers play in these events. This would save time in forming tee times on the second day according to their score. It would allow same score players to play in groups with others of the same score. This does not let designated sub varsity players be scored with the varsity team scores on the second day. They may not switch teams after the first day.

5. PROPOSAL TO AMEND JEWELRY RULE FOR GOLF

Billings Senior High School proposes the following amendment to Rules and Regulations, Section (6) MHSA Jewelry Policy on page 40 of the current MHSA Handbook:

Section (6) MHSA JEWELRY POLICY

No jewelry, which includes visible body piercing objects, shall be worn in any sport. Any piece of jewelry that is visible at the start of or during a contest is in violation of the MHSA Jewelry Policy. Religious medals must be taped to the body and under the uniform. Medical medals must be taped to the body so they are visible. ***The MHSA Jewelry Policy does not apply to the sport of golf.***

Rationale:

Golf is non-contact sport. Golf recognizes the minimal risk of injury when wearing jewelry, but acknowledges an increased risk in other sports. This change would eliminate enforcement of the rule.

6. PROPOSAL TO DELETE PROHIBITION OF SUNDAY ACTIVITIES

The MHSA Executive Board proposes the following deletion of Rules and Regulations, Section (14) No Activities Participation on Sunday on page 44 of the current MHSA Handbook:

~~Section (14) — NO ACTIVITIES PARTICIPATION ON SUNDAY~~

~~The Association prohibits member schools or students of a member school from participating in any interschool contest or activity, or practice including chalk talks or meetings for such contests or activities, including cheerleading, on Sunday, EXCEPT that member Catholic high schools may hold religious speech meets on Sunday when such religious speech meets are under the auspices of that religious group, or are held with the approval of that religious group, and when all participating schools are members of that religious group. Also, an exception will be made for All Northwest music groups—PROVIDING local school districts realize that students are not required to audition and also have the opportunity to not accept the invitation if they are selected. Other exceptions to the Sunday rule may be made by the Executive Director when tournaments or meets at the state, divisional or district level must be extended because extraordinary circumstances cause delays or postponements of scheduled competitions.~~

Rationale:

Having a rule that specifically prohibits participation by Association schools or students on Sunday (Christian day of celebration/commemoration) may lead to legal action by other religious groups. When the Seventh Day Adventists brought their religious discrimination claim against the Oregon School Activities Association, the state association was advised by its legal counsel to eliminate its policy prohibiting Sunday competition. The OSAA did eliminate this Sunday prohibition, but the case ultimately ended with the court still ruling against the OSAA. The OSAA spent hundreds of thousands of dollars defending the suit brought against them.

Local school districts could still implement a Sunday restriction, and the MHSA would not schedule events on Sundays unless, as in the past, emergency situations arose.

In addition, if the local school districts choose, this change would allow another day to be used in consideration of weather or holiday-related issues to fulfill the required initial practice days before the start of the season.

7. PROPOSAL TO ELIMINATE MASTER BASKETBALL SCHEDULING

Rapelje High School proposes the following amendments of Rules and Regulations, Section (25) MHSA Standing Committees, item D on page 48 and Basketball, I-General Rules and Regulations, items (9) and (11) on page 100 of the current MHSA Handbook:

Page 48

Section (25) MHSA STANDING COMMITTEES

~~D. — **Master Basketball Scheduling Committee:** A Master Basketball Scheduling Committee shall be appointed by the Executive Board of the Montana High School Association as a standing committee of at least sixteen members, consisting of administrators, athletic directors and/or coaches from each of four regions—southern, northern, eastern and western. The Executive Director of the MHSA or his/her appointee shall serve as secretary of this committee. The membership of the committee shall be reviewed annually and appropriate appointments made.~~

[Re-letter remaining items.]

- (9) Schools must ~~participate in the basketball schedule~~ **comply with their annual conference schedules** and play the majority of their scheduled games to be eligible to participate in the MHSA tournaments.

~~(11) Master basketball schedules are for varsity competition only. Any deviation must be approved by the MHSA Executive Director.~~

Rationale:

The master schedule no longer accomplishes some of the goals initially intended. Most of this is due to instability of districts and divisions, caused by declining enrollments. This has led to many co-ops being formed, and more movement of schools between classifications, which has created the need for many conferences to realign. Consequently, more schedules are affected on a yearly basis. It is extremely difficult to do justice to the number of schedules affected each year.

The original intent was to be a regional schedule. Now it is a master schedule. MHSA does not provide a master schedule for any other sport. Why is it possible for schools to fill football and volleyball schedules, but need MHSA to do the majority of their basketball schedule for them? Could this be an equity issue?

Districts with more than 8 teams are sometimes unable to play a balanced schedule due to the master schedule.

Schools would have the option to schedule challenging non-conference games, rather than being forced to play a team with more, or less, talent. This would lead to fewer lopsided scores.

Scott McDonald and the scheduling committee do an excellent job with the task they are given, but they are working with a system that was not built to deal with the issues we face today.

8. PROPOSAL TO AMEND COOPERATIVE SPONSORSHIP ENROLLMENT FOR SIX-PLAYER FOOTBALL

Alberton High School proposes the following amendment to Rules and Regulations, Section (35) Cooperative Sponsorship of Activities on page 59 of the MHSA Handbook (which was passed at the 2013 Annual Meeting and is set to take effect in 2014-2015) and the corresponding language in Football, VII-Six-Player Football, item (2) on page 142:

Section (35) COOPERATIVE SPONSORSHIP OF ACTIVITIES

- E. To be eligible to participate in six-player football, schools must be Class C and have a high school enrollment at or below 65 students. No football cooperative contracts may exceed an enrollment of ~~65~~ **85** students when two or more participating member schools are combined. New applications must be filed with MHSA by November 15th of each year. The enrollment count will meet or exceed this number for two consecutive years in order to be mandated to switch to eight-player football.

Rationale:

There are five reasons for this proposal:

1. Looking at this year's enrollment and assuming that next year's enrollment will be close to the same, the six-player league could be looking at possibly having only 28 teams. Two of those 28 will play junior varsity only. Having only 26 teams in the state will increase the travel time, which

will increase cost for already financially struggling districts. More travel also means more time out of school for some teams.

2. We are also concerned because there are many districts and co-ops near the current 65 enrollment number. We foresee between eight and ten teams in constant flux, having to change from six-player to eight-player, waiting the mandatory two years, only to drop back down to six-player again.
3. There may be some schools over the 65 enrollment number, even over this year's current co-op number of 85 who will still be allowed to participate in six-player football.
4. If our proposal does not pass, most concerning to all of us is there may be schools that will not provide football opportunities because of broken co-ops. Several current football co-ops will break because they will be over the current 65 enrollment number and will choose to stay in six-player and stay competitive. Some schools that currently co-op provide less than five players to their respective co-ops. If the schools in the co-op dissolve, that will mean some schools, some kids, will be without football. The only alternative for these left out would be to find another cooperating school that will certainly be larger, perhaps even play eleven-player, and put Class C football players at a distinct disadvantage because of a lack of experience in a different game and at a different level.
5. In past seasons there were some teams that finished games playing 5-on-5 or 4-on-4, and other games were forfeited due to extremely low numbers. The integrity of the league is at stake with the new rule because fewer teams will be allowed to play six-player. There are several teams examining the viability of continuing to play a varsity schedule with their low numbers, and in the end with the new rule there will be fewer teams and more schools discouraged from co-oping to field teams. The current structure provides for balanced leagues with reasonable travel and gives schools that have struggled to field teams the past several years the option to pursue co-ops and remain playing six-player football.

BUS TRIPS—ALBERTA BAIR THEATER * SIGN UP NOW!

Fee includes coach bus ride to Billings and theater ticket. Prime seats on main floor. Dinner on your own at pre-arranged stop.

“WEST SIDE STORY” The show about New York City that changed musical theater forever. West Side Story is one of the most memorable musicals and greatest love stories of all times. Board the bus at Fergus High School at 2:30 pm, show time at 7:30 PM. Sunday, **Mar 2**. Fee: \$75. No discounts. **Must register and pay by Jan 30th**.

“HAIR” This musical about a group of teenagers searching for truth, peace and love in a Vietnam War era America has struck a chord with audiences of all ages. Board the bus at Fergus High School at 2:30 pm, show time at 7:30 PM. Sat, **April 5**. Fee: \$70. No discounts. **Must register and pay by Mar 3rd**.

MAKE PHOTO BOOKS, CALENDARS, CARDS ON COMPUTER *

Learn how to use Picasa to edit and crop digital photos. Learn how to create an account with an online service such as Shutterfly, upload edited photos and create books, calendars and cards and more with those photos. Instructor: Suzy Flentie. FHS Library Lab, Tues, 2 wks, Feb 11 & Mar 4, 6-9 p.m. Fee: \$30

IPODS, IPADS, AND IPHONES *

All you need to know to take your new IOS device to its maximum potential. Learn to go beyond device consumption and use your device as a powerful creative tool. Bring your device to class. Instructor: Todd Lark. FHS Library Lab, Mons & Tues, Feb 3 & 4, 6-8 p.m. Fee: \$30

WINDOWS 8 BOOTCAMP: COMPUTER OR TABLET *

A very basic introduction focused on setting up your Windows 8 machine and personalizing it to suit your taste. Learn very basic navigation of Windows 8. Instructor: Todd Lark. FHS rm 106. Mon, Feb 17, 6-8 p.m. Fee: \$25

MORE WINDOWS 8: THE NEXT STEPS *

Use more advanced features of the Windows 8 OS, Microsoft apps, and learn how to keep your machine optimal, including AV, updates, and the best apps. For your computer or tablet. Instructor: Todd Lark. FHS rm 106, Tues, 2 wks, Feb 18 & 25, 6-8 p.m. Fee: \$30

FINANCIAL OUTLOOK & OPPORTUNITIES: Overcoming Obstacles

Explores the slow pace of economic recovery; anxieties about deficits and debts; the economic outlook; strategies to address the impact of inflation and interest rates; and domestic and international opportunities and hazards. Instructor: Joe Eckhardt. FHS Library, Thur, Feb 6, 6-8 p.m. Fee: \$10

PUT YOUR RETIREMENT PLAN TO WORK

Educate yourself about the importance of saving for retirement plus tips and techniques for making your best plan. Instructor: Joe Eckhardt. FHS Library, Thur, Feb 13, 6-8 p.m. Fee \$10

BASIC DOG OBEDIENCE *

Course for beginning dog, six months or older. Teaches foundation commands for a well-behaved companion. Require proof of current rabies & distemper/ parvo vaccines at first class. Instructor: Cheryl Bannes. LJHS gym. Weds, 5 wks, Feb 12-Mar 12, 7-8 pm. Fee: \$35. No discounts.

COUNTRY DANCE CLASS

Do you want to learn to dance or to brush up your skills? This class will work on the basics of dance in a nice fun pattern so that beginners as well as more experienced dancers can enjoy and learn. Learn the 2-step, Jitterbug/Swing, and Waltz. Instructor: Sherry Bishop. Garfield gym. Sundays, 5 wks, March 2 - Mar 30, 1:30-3:30 pm. Fee: \$35 per person. No discounts.

SPIN CLASS *

Spinning is the original indoor group cycling workout. Enjoy a self-paced fitness class that will leave you feeling energized after each workout. Beginners and experts welcome. Instructor: Vanessa Moen. Dance Syndicate. 624 W Washington Street. Weds, 8 wks, Feb. 5–Mar 26, 5:45–6:45 a.m. Fee: \$40. No discounts.

GET FIT! *

Learn basics of weight training and physical conditioning using methods of Tabata and basic CrossFit techniques. Instructor: Sherry Breidenbach. FHS Weight Room. Tues & Thurs, 8 wks, Feb 4 – Mar 27, 5:30–6:30 p.m. Fee \$60. No discounts.

REPURPOSING PLATES AND SPOONS INTO GARDEN DECOR

Recycle old spoons and plates into extraordinary flowers for your garden. This class will help you reuse those thrift store finds. Instructor: Bertie Brown. FHS rm 117, Thurs, Mar 13, 6-8 p.m. Fee: \$15 + supplies.

NEXT STEP KNITTING: Make a hat on circular needles! *

Learn to make a snug or slouchy beanie hat in this introduction to circular knitting class. Experience required. Must know how to cast on and be comfortable with basic knitting and purling. Instructor: Tracey Delaney. FHS 117, Tues, 2 wks, Feb 4 & 11, 6:00-8:30 p.m. Fee: \$20 + supplies.

BEGINNING CROCHET *

Learn the very basics of crocheting & how to read patterns. Finish one or more projects by end of classes. Instructor: LuAnn Schrauth. FHS rm 117. Mons. 3 wks, Feb 3–17, 6-8 p.m. Fee: \$25 + supplies

CONVERSATIONAL SPANISH *

Learn common words, phrases & expressions from native Spanish-speaking instructor. Great for travel or just for fun! Instructor: Chiara Vanderbeek. FHS rm 213, Tues, 6 wks, Feb 4–Mar 11, 6:30-9 p.m. Fee: \$45

AMERICAN SIGN LANGUAGE *

Learn basic communication techniques to use with the hearing impaired. Practice many skills, including finger spelling and sentence structure. Come have fun & learn a new language! Instructors: Debbie Patterson and Hannah Andrews. FHS rm 222, Mon, 5 wks, Feb 10-Mar 10, 6:30-8:30 p.m. Fee: \$35

SNOW DAY FOODS *

Recipes & Taste-Testing!

When it is chilly outside, what we naturally crave is warm, comforting foods. That little taste of our upbringing...those stick to your ribs meals. They don't have to be so “calorie” and “fat” full. Enjoy these dishes a little on the “lighter” side. Instructor: Denise Seilstad. FHS rm 117. Thur, Jan 30, 6-8 p.m. Fee: \$20

ARTISAN BREADS IN 5 MINUTES A DAY *

Recipes & Taste-Testing!

You can fill your kitchen with the irresistible aromas of a French Bakery every day with just five minutes of active preparation time. You will have a chance to try some of the wonderful bread that has been baked & also prepare your own batch of dough to take home in your new bread basket that is part of your class fee. Instructor: Denise Seilstad. FHS rm 117. Thur, Feb 27, 6-8 p.m. Fee: \$20

BREAKFAST: RISING TO THE OCCASION *

Recipes & Taste-Testing!

Break-the-fast! Busy mornings can sometimes make even a simple meal seem like a big hassle, but breakfast really does matter. Get your family into the breakfast mode and wake up everyone to a healthy start each day. Great menu ideas for everyday and company brunches. Instructor: Denise Seilstad. FHS rm 117. Thur, Mar 6, 6-8 p.m. Fee: \$20

FOOD “SERVSAFE” TRAINING

Safe food handling training for people who work in temporary food service such as fair booths, school concessions, church suppers, banquets, etc...or people who are employed in the food service areas such as restaurants, hospitals, daycares, bartending, etc. Must attend all 4 hrs to receive certification. Instructors: D Seilstad & S Baldwin. FHS 117, Mon & Tue, Feb 24 & 25, 6-8 p.m. Fee: \$15 includes book. No discounts.

FIRST AID / ADULT, INFANT & CHILD CPR *

A certified American Heart Association course with hands-on learning of life-saving techniques, choking & rescue breathing & practical first aid. Instructor: Don Kern. CMEC on Airport Rd. All classes on Saturdays. **Choose one date: Feb 8 or Mar 8**

FIRST AID: 9-12 noon. Fee: \$30

ADULT, INFANT/CHILD CPR: 1-3 pm. Fee: \$30

FIRST AID & CPR Combination: Fee: \$45

No discounts.

ADULT BASIC EDUCATION / HIGH SCHOOL EQUIVALENCY DIPLOMA PREPARATION

For adults over 16 years old who are not enrolled in a regular school setting. One-to-one instruction in reading, writing, language skills, math, basic job skills, computer literacy, & HiSET exam preparation. Instructor: Bob Feist. CMEC. Start anytime; no charge. Tues, Weds & Thurs, 9:00 – 11:15 a.m. and 1:30 – 4:00 p.m. Evenings by appointment.

FAMILY FAIR **For the whole family...No charge to attend!**
Come and join in the fun of learning some great tips and ideas for the whole family! Parents topics include parenting techniques that work, stretching your budget, shopping and preparing food your family will eat and thrive on, and how to understand your child’s health issues. Kid’s topics include child-friendly food that they can prepare safely, dressing appropriately for the weather, money matters for kids, and more. All topics are important and will be taught in fun ways to benefit the entire family! Lots of prizes will be given away to participants throughout the afternoon!

Saturday, March 15, 1-4 p.m. at Fergus High School

*** Limited Enrollment**

ROOM LOCATION KEY: FHS = Fergus High School

LJHS = Lewistown Junior High School

CMEC = Cent MT Ed Center, Airport Road

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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: 01/13/2014

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:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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: Rebekah Rhoades Date: 01/13/2014

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the December 9, 2013, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

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

MONDAY, December 9, 2013

REGULAR BOARD MEETING

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

1. **ROLL CALL**

TRUSTEES PRESENT:

Board Chair Stan Monger, Barb Thomas, Jeremy Bristol, Jennifer Thompson, Phil Koterba, Monte Weeden

STAFF ABSENT:

Joe Irish

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Sandi Chamberlain, Aaryn Bell, Scott Dubbs, Karen Durbin

OTHERS PRESENT:

Student Representative Kaitlyn Moodie, Joe Zahler—KXLO/KLCM Radio, Chris Rice, and other interested parties.

2. **PLEDGE OF ALLEGIANCE**

The group recited the Pledge of Allegiance.

BOARD OF TRUSTEES

3. **RECOGNITION—KAREN DURBIN, MAFCSE TEACHER OF THE YEAR**

The Board of Trustees recognized and congratulated Karen Durbin for being selected as the 2013 Montana Association of Family and Consumer Science Educators (MAFCSE) Teacher of the Year. Mrs. Durbin has been an FCS teacher for 29 years, 12 of those years have been at Fergus High School.

4. **PRESENTATION—SCOTT DUBBS, SMARTER BALANCED ASSESSMENT**

Scott Dubbs, Curriculum Director, presented information to the Board of Trustees regarding Smarter Balanced Assessment.

5. **REPORT—STUDENT REPRESENTATIVE**

Kaitlyn Moodie, student representative to the Board, reported on upcoming activities at Fergus High School. This is Kaitlyn's last meeting and she will be replaced by Jessica Kindzerski.

6. **REPORT—COMMITTEES OF THE BOARD**

The Gaining Committee met on Tuesday, December 3, 2013. The next Gaining meeting is scheduled for Monday, December 16, 2013, at 4:00 p.m. The Transportation Committee met on Tuesday, December 3, 2013, to discuss a possible site for the bus barn. The committee took a tour of the proposed property on Monday, December 9, 2013. On Monday, December 16, 2013, at 3:30 p.m. the Transportation Committee will be meeting again to discuss thoughts on the property and whether or not to bring it to voters in the near future. The School Calendar Committee will have their first meeting on Thursday, December 12, 2013, at 3:30 p.m. Monte Weeden will serve as the Board member on this committee.

7. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

Jim and Cindy Moodie generously donated \$10,000 to Lewistown Public Schools and a card from the Moodie's was passed around for all to see.

SUPERINTENDENT'S REPORT

8. REPORT—ELECTION UPDATE

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2014 School Election Calendar and advised them of the Trustee seats that will be up for election in 2014 – Joe Irish, Stan Monger, and Barb Thomas.

9. REPORT—INVESTMENT

Interest earned and distributed for November 2013, was reported with \$1,307.47 in the elementary funds and \$914.51 in the high school funds for a total of \$2,221.98.

10. OTHER ITEMS

Superintendent Jason Butcher shared with the Board of Trustees the December 2013 Student Count. This is the first year that OPI will be taking the student count three times per school year – October, December and February. Mr. Butcher reminded the Trustees that his evaluation will be conducted in Executive Session following the Regular Board meeting on Monday, January 13, 2014. The Fergus High School roundtable discussion with the Board is scheduled for Monday, January 13, 2014, at 6:00 p.m. Jason and the Trustees thanked LEA for goodie bags presented to the Board in honor of American Education Week. LEA wanted to show their appreciation to the Board for all they do for the district. The Board also reviewed dates for upcoming events in the District.

PUBLIC PARTICIPATION

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

There was no public input.

ACTION ITEMS

MINUTES

12. MINUTES OF THE NOVEMBER 11, 2013, REGULAR BOARD MEETING – approved unanimously (Koterba/Thomas).

13. MINUTES OF THE NOVEMBER 20, 2013, SPECIAL BOARD MEETING – approved unanimously (Thompson/Weeden).

APPROVAL OF CLAIMS

14. CLAIMS – the claims referenced in the 2013-2014 Bill Schedule and submitted through December 5, 2013, were approved unanimously (Thomas/Weeden). The Finance Committee for October-December 2013 are Stan Monger, Joe Irish, Barb Thomas, and Jennifer Thompson. The new Finance Committee for January-March 2014 will be Stan Monger, Jeremy Bristol, Phil Koterba, and Barb Thomas.

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

15. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2013-2014 SCHOOL YEAR – Substitute Teacher/Aide List—Evan Stokken; Substitute Bus Driver List—Kirby Rector.

INDIVIDUAL ITEMS

16. FIRST READING—BOARD POLICY #3121P – ENROLLMENT AND ATTENDANCE RECORDS – approved unanimously (Bristol/Thompson).

17. APPROVE PERSONNEL REPORT – See Exhibit A – approved unanimously (Thomas/Bristol).

ADJOURNMENT

The meeting was adjourned at 6:27 p.m. The next Board meeting will be held at 7:00 p.m. on Monday, January 13, 2014, at the Fergus High School Library (Bristol).

STAN MONGER
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: December 9, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
GUETHS, Heather	Paraprofessional	Lewis and Clark Elementary School	Approve appointment on schedule— PARA Step 0+Cert for up to 7.5 hours per for up to 127 days	December 9, 2013	See attached memo.
RECTOR, Kirby	Activity Bus Driver/In-Town Driver/Fueling	School District #1	Approve appointment on schedule at \$10.50 per hour on an as needed basis	December 9, 2013	See attached memo.
GEBERT, Gary	Head Football Coach	Fergus High School	Accept letter of resignation	November 25, 2013	See attached letter.
PAULSON, Steve	Assistant Football Coach	Fergus High School	Accept letter of resignation	November 25, 2013	See attached email.
BULLOCK, Jeffrey	Route Bus Driver	School District #1	Accept letter of resignation	October 14, 2013	See attached letter.
FELLER, Vic	Volunteer Wrestling Coach	Fergus High School	Approve appointment on a voluntary basis	December 9, 2013	See attached memo.
DUBBS, Scott	Curriculum Director	School District #1	Approve Out-of-State Travel to attend the Association for Supervision and Curriculum Development’s 2014 National Conference and Exhibit Show in Los Angeles, CA	March 15-17, 2014	See attached memo.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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: LuAnn Schrauth Date: 01/13/2014

SUMMARY:

Approve claims paid through January 9, 2014, as approved by the Finance Committee.

Members of the Finance Committee for January-March 2014 include: Stan Monger, Jeremy Bristol, Phil Koterba, and Barb Thomas.

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

13

<u>Agenda Items</u>	<u>Additional Information</u>
13. Approve Additions to the Substitute List for the 2013-2014 School Year.	

SUGGESTED ACTION: Approve All Items

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

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 2013-2014 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Sandi Chamberlain Date: 01/13/2014

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2013-2014 School Year as listed below:

Substitute Teacher/Aide List:

Amanda Schrauth

Substitute Bus Driver List:

Tom Moring

Substitute Custodian List:

Sherwood Shaw

SUGGESTED ACTION: Approve the Additions to the Substitute List for the 2013-2014 School Year

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

14

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

ITEM TITLE: FIRST READING—BOARD POLICY #2163 – TRAFFIC EDUCATION

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 01/13/2014

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #2163 – Traffic Education.

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 #2163 – Traffic Education

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

FIRST READING

Lewistown School District

INSTRUCTION

2163

Traffic Education

Students ~~fifteen (15) years old or older, or who will reach their fifteenth (15th) birthday within six (6) months of the course completion, are~~ must be fourteen and one-half (14½) years old or older by the time their Driver Education Session begins in order to be eligible to enroll in a traffic education program. Students are scheduled by age, with the oldest student having first priority.

The purpose of the program is to introduce students to a course of study which leads to the eventual development of skills appropriate for a licensed driver. The traffic education program is designed to meet the criteria established by the Superintendent of Public Instruction. These criteria include requirements for instructional time, for instructor certification, recommendations for course of study and reimbursement procedures.

A student must be enrolled as a full-time student with the Lewistown Public Schools in order to take Driver Education during the academic year. Any student who is not enrolled in the District, but who meets the age-eligibility requirements as stated above ~~set forth by the state of Montana for driver education, will be assigned to a the Summer Driver Education Session. only after all in-District students who registered are served. The final decision regarding session placement for an out-of-District student will be rendered by the Driver Education Director thirty (30) days prior to the date payment is due for that session.~~

Legal Reference:	20-7-502, MCA	Duties of Superintendent of Public Instruction
	20-7-503, MCA	District Establishment of Traffic Education Program
	20-7-507, MCA	District Traffic Education Fund
	10.13.307, ARM	Program Requirements

Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

15

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

ITEM TITLE: SECOND READING—BOARD POLICY #3121P – ENROLLMENT AND ATTENDANCE RECORDS

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 01/13/2014

SUMMARY:

The Board of Trustees needs to approve the second and final reading of Board Policy #3121P – Enrollment and Attendance Records and consider the adoption of said policy.

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 #3121P – Enrollment and Attendance Records

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

SECOND READING

Lewistown School District

STUDENTS

3121P

Page 1 of 2

Enrollment and Attendance Records

Average Number Belonging

Average Number Belonging (ANB) is the enrollment measure used for the State Foundation Program calculations as defined in 20-9-311, MCA. The ANB of one year is based on the attendance records of the preceding year. Funding for districts is based on ANB and must be accurate.

For a child to be counted for ANB purposes:

- 1) The child must meet the definition of pupil as found in 20-1-101 (16), MCA;
- 2) Kindergarten: Students enrolled in a program that provides one hundred eighty (180) hours or more of pupil instruction are counted for ANB purposes;
- 3) Grades 1-12:
 - a) Students enrolled less than one (1) hour per day are not counted for purposes of ANB;
 - b) Students enrolled between one (1) and two (2) hours per day are counted as part-time enrolled (one-half (2) ANB);
 - c) Students enrolled for two (2) hours or more per day are counted as full-time enrolled (full ANB);
- 4) Students will be dropped from enrollment on their eleventh (11th) consecutive school day of absence immediately prior to and including the official count date.

Homebound Students

Students who are receiving instructional services, who were in the education program and, due to medical reasons certified by a medical doctor, are unable to be present for pupil instruction, may be counted as enrolled for ANB purposes, if the student:

- 1) Is enrolled and is currently receiving organized and supervised pupil instruction;
- 2) Is in a home or facility which does not offer a regular educational program; and
- 3) Has instructional costs during the absence, which are financed by the District's general fund.

If a homebound student does not meet the criteria set forth above, the District may request a variance through the Office of Public Instruction, for consideration of the student in the enrollment count for ANB purposes beyond the tenth (10th) day of absence.

Attendance Accounting:

Days present and absent for every student are to be recorded in each building, for the purpose of informing parents of a student's attendance record.

On the first (1st) Monday in October, the first (1st) Monday in December, and on the first (1st) Monday in February ~~1st (or the next school day if those dates do not fall on a school day)~~, the number of all enrolled students (whether present or absent) by grade level and class will be recorded on the forms Student Information System provided by the District. Special education children who are enrolled in special programs sixteen (16) hours or more a week will be listed separately. The Director of Special Education should be contacted to verify this count. Monthly student counts of enrolled children by grade and classroom will be provided by the office.

Legal Reference: 10.20.102, ARM Calculation of Average Number Belonging (ANB)

Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

16

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

ITEM TITLE: DISCUSSION AND POSSIBLE ACTION ON OFFERING A RETIREMENT INCENTIVE

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 01/13/2014

SUMMARY:

The Board of Trustees will discuss the possibility of offering a retirement incentive for the certified staff.

SUGGESTED ACTION: Possible Retirement Incentive

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

17

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

ITEM TITLE: APPROVE MULTIDISTRICT AGREEMENT BETWEEN LEWISTOWN ELEMENTARY
AND FERGUS HIGH SCHOOL

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 01/13/2014

SUMMARY:

The Board of Trustees needs to approve the Multidistrict Agreement between Lewistown Public Schools and Fergus High School.

This agreement will allow the District to transfer money from the General Fund (01) to an Interlocal Agreement Fund (82), in the event that there is money left at the end of the year. Once the funds are transferred to the Interlocal Fund, they can be used for any purchase for either the Elementary or High School District, with the funds rolling over from year-to-year. Approval of this Agreement will alleviate rushed year-end spending decisions and allow the District to plan ahead for purchases made with any excess money.

SUGGESTED ACTION: Approve Multidistrict Agreement between Lewistown Public Schools and Fergus High School

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

NOTES:

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

Multidistrict Agreement

This Multidistrict Agreement (hereinafter "Agreement") is entered into this ____ day of _____, 20__ by and between Lewistown Elementary and Fergus High School (collectively hereinafter "Participating Districts").

WHEREAS, the rising cost of purchasing/paying for salaries, technology, curriculum, utilities and supplies has impacted the Districts;

WHEREAS, the Districts have an opportunity to join and collectively purchase or pay for salaries, technology, curriculum, utilities and supplies for the participating Districts' needs;

WHEREAS, pursuant to section 20-3-363, MCA, the boards of trustees of any two or more school districts may enter into an Multidistrict Agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the Participating Districts and to provide for the joint funding and operation and maintenance of all Participating Districts upon the terms and conditions as may be mutually agreed to by the districts subject to the conditions of section 20-3-363, MCA;

WHEREAS, an Agreement made pursuant to section 20-3-363, MCA, must be approved by the board of trustees of all Participating Districts;

WHEREAS, all expenditures in support of the Multidistrict Agreement may be made from the interlocal cooperative fund in accordance with sections 20-9-703 and 20-9-704, MCA. Each Participating District of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the general fund, any budgeted fund, or any non-budgeted fund of the Participating Districts, except as limited/prohibited law as follows:

1. transfers to the interlocal cooperative fund from each Participating District's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund;
2. transfers from the retirement fund, the debt service fund or the compensated absence liability fund are prohibited; and
3. transfers may not be made with funds restricted by federal law unless such transfer is in compliance with any restrictions or conditions imposed by federal law.

WHEREAS, in accordance with section 20-9-703, MCA, Fergus High School shall be designated as the prime agency. All other Participating Districts shall be designated as cooperating agencies;

WHEREAS, expenditures from the interlocal cooperative fund are limited to those expenditures that are permitted by law and that are within the final budget for the budgeted fund from which the transfer was made.

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of jointly purchasing/paying for salaries, technology, curriculum, utilities and supplies for the participating Districts;
2. To create an interlocal cooperative fund for the purpose of transferring funds from the Participating Districts for the purpose(s) stated herein;
3. Fergus High School is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this Multidistrict Agreement.
4. All other Participating Districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this Agreement to the prime agency by district warrant or funds transfer.
5. Any and all amounts transferred into the interlocal cooperative fund by any Participating District may come from: (a) the respective district's general fund in an amount not to exceed the direct state aid in support of the respective school district's general fund; or (b) any other budgeted fund of a participating district, except that funds cannot be transferred from the retirement fund or the debt service fund; or (c) any nonbudgeted fund of a Participating District, except that funds cannot be transferred from the compensated absence liability fund.
6. Transfers may not be made with funds restricted by federal law unless the transfer is in compliant with any restrictions or conditions imposed by federal law.
7. Any and all amounts transferred into the interlocal cooperative fund by each Participating District must be for the purpose stated herein as mutually agreed upon between the Participating Districts in accordance with the terms of this Agreement.
8. The term of this Agreement shall be from July 1, 2013 to June 30, 2016.* This Agreement may be extended by mutual approval of each Participating District. However, the term of the Agreement may not extend beyond 3 years. Any remaining fund balance in the interlocal cooperative fund at year end may be carried over to the subsequent fiscal year.
9. The terms of this Agreement may be changed upon mutual written approval of the Participating Districts.
10. Each Participating District shall agree how the funds shall be disbursed during the current fiscal year by establishing a budget or guidelines. The prime agency shall adhere to this Agreement. The Participating Districts will be provided with a monthly accounting summary of expenditures from the prime agency.

11. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon 90 days written notice to all Participating Districts. In addition, any Participating District may terminate its participation in the multi-district cooperative upon 90 days written notice to all Participating Districts. In the event that the multidistrict cooperative is dissolved in its entirety or any Participating District terminates its participation in the multidistrict cooperative, the provisions of Paragraph 12 below shall apply.

12. Upon termination of this Agreement by one or all Participating Districts, the funds of the district or districts that no longer desire to participate in this multidistrict cooperative shall be returned to such District(s) on a pro rata share of the current funds held by the prime agency after all outstanding financial obligations have been paid with said funds to revert back to the original fund(s) from which the money was transferred as a result of said District(s) participation in the multidistrict cooperative.

13. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.

As agreed on this _____ day of _____, 20__.

Prime Agency

Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

** Note: The term of the agreement may be for a period of up to 3 years.*

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

18

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

ITEM TITLE: APPROVE CONTRACT BETWEEN LEWISTOWN PUBLIC SCHOOLS AND CENTRAL
MONTANA LEARNING RESOURCE CENTER COOPERATIVE FOR SPECIAL
EDUCATION SERVICES FOR THE STAR PROGRAM

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 01/13/2014

SUMMARY:

The Board of Trustees needs to approve the contract as attached between Lewistown Public Schools and Central Montana Learning Resource Center Cooperative (CMLRCC) for Special Education Services for the STAR program.

SUGGESTED ACTION: Approve Contract between Lewistown Public Schools and CMLRCC for Special Education Services for the STAR Program

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

NOTES:

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

STAR CONTRACT, 2013-2014

The parties to this contract are Lewistown Public Schools, hereinafter referred to as the "District", and Central Montana Learning Resource Center Cooperative, hereinafter referred to as the "Contractor". The parties to this contract in consideration of the mutual promises and stipulations identified below agree as follows:

SECTION I

A. Purpose

The purpose of this contract is to secure and provide professional special education services for a day treatment special education program located in Lewistown Junior High in Lewistown, Montana, hereinafter referred to as the "STAR Program".

B. Duties

The Contractor's duties include, but are not limited to the following:

- a. Hire, employ, and supervise a certified special education teacher and support staff who will provide direct instruction to students residing in the Yellowstone Boys and Girls Ranch Lewistown Group Home.
- b. Collaborate with the Yellowstone Boys and Girls Ranch personnel, parents, surrogates, and guardians to provide a Free Appropriate Public Education and an effective day treatment special education program for students served in the STAR Program.
- c. Conduct Evaluation Team Meetings and IEP Meetings and maintain educational records according to federal and state requirements. The District will provide support in accessing record transfers and enrollments in the AIMS program.
- d. The Director for the Contractor will serve as administrative contact between the District's staff for programmatic relationships which may include: accessing the general curriculum for individual students. The Director will compile year-end attendance reports and provide signed tuition agreements to the District Superintendent. The Director will serve as administrator for the student IEP and Evaluation Meetings, and for personnel screening, selection, and evaluation. The Director will provide on-going support for training and in-service for professional staff.

The District's duties include, but are not limited to the following:

- a. Facilitate enrollment of students from the Yellowstone Boys and Girls Ranch Lewistown Group Home in appropriate Lewistown Public Schools. Provide transcripts/credits and diplomas if earned while in residence.

- b. District will provide attendance records to Director for end-of-year reports.
- c. Provide all district testing materials for Yellowstone Boys and Girls Ranch Lewistown Group Home students.
- d. The District Superintendent will be the point of contact for District #1 and will provide necessary support to ensure the program's continuity with the Contractor and District.

SECTION II

A. Compensation

The total compensation for these services will be calculated on the following:

1. The District agrees to compensate the Contractor for serving students residing in the Yellowstone Boys and Girls Ranch Lewistown Group Home whose families reside in-district through existing fund contributions as established by the Management Board of the Central Montana Learning Resource Center Cooperative.
2. The District agrees to compensate the Contractor for students residing in the Yellowstone Boys and Girls Ranch Lewistown Group Home eligible for out-of-district reimbursement on a per diem basis. The per diem for out-of-district students for the school year 2013/2014 will be at an annual special rate of \$10,396.61 per student in Grades K-6 and/or \$9,248.61 per student in Grades 7-8. The per diem will be assessed on actual number of days of attendance for each out-of-district student from the Yellowstone Boys and Girls Ranch Lewistown Group Home. Payment for such services, provided by Contractor during the 2013/2014 school year, will be made when the tuition payment is received by the District from the Office of Public Instruction in the Fall of 2014.

B. Term

This contract will take effect upon signature of all parties and will continue in effect until June 30, 2014. Should the Yellowstone Boys and Girls Ranch cease operation of the Lewistown Group Home, this contract will terminate with closure of the group home.

Board Chair, Central Montana Learning Resource
Center Cooperative

Date

Board Chair, Lewistown Public Schools

Date

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

19

☐ 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: 01/13/2014

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: January 13, 2014

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
GAPAY, Kris	First Assistant Volleyball Coach	Lewistown Junior High School	Approve appointment on schedule—(0.057)	January 13, 2014	See attached memo.
MURAGIN, Jean	Assistant Volleyball Coach	Lewistown Junior High School	Approve appointment on schedule—(0.050)	January 13, 2014	See attached memo.
FRIESEN, Jeff	Head Golf Coach	Fergus High School	Accept letter of resignation	November 22, 2013	See attached letter.
BUEHLER, Danielle	CMEC Secretary	Central Montana Education Center	Approve appointment on schedule—SEC Step 0 for up to 7.00 hours per day for up to 144 days	December 11, 2013	See attached hiring recommendation.
LAFEVER, James	Custodian	Fergus High School	Approve appointment on schedule—MAINT II Step 0 for up to 8.00 hours per day for up to 94 days	January 14, 2014	See attached hiring recommendation.
WATT, Darleen	Paraprofessional	Lewis & Clark Elementary	Approve appointment on schedule—PARA Step 0+CERT for up to 8.00 hours per day for up to 105 days	December 17, 2013	See attached hiring recommendation.
ITEN, Shelley	Paraprofessional	Highland Park Elementary	Approve appointment on schedule—PARA Step 0+CERT for up to 7.50 hours per day for up to 101 days	January 6, 2014	See attached hiring recommendation.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: January 13, 2014

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
MORING, Tom	Activity Bus Driver/In-Town Driver/Fueling	School District #1	Approve appointment on schedule at \$10.50 per hour on an as needed basis	January 13, 2014	See attached memo.
RECTOR, Kirby	Route Bus Driver	School District #1	Approve appointment on schedule—TRANSP Step 0 for up to 2.00 hours per day for up to 95 days	January 13, 2014	See attached memo.
DRIVDAHL, Loren	Industrial Arts Teacher	Fergus High School	Approve Out-of-State Travel to attend the STEM Training Class in Dallas, TX	January 23-24, 2014	See attached memo.
SMITH, Margee	Kindergarten Teacher	Highland Park Elementary School	Approve Out-of-State Travel to attend the International Reading Assn Convention in New Orleans, LA	May 10-13, 2014	See attached letter.
LEWIS, Matt	Principal	Highland Park / Garfield Elementary Schools	Approve Out-of-State Travel to attend the NAESP National Leaders Conference in Washington DC	February 23-26, 2014	See attached letter.



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

TO: Jason Butcher, Superintendent of Schools
FROM: Jim Daniels / Troy Henderson
DATE: December 17, 2013
RE: Extracurricular

Please recommend to the Board of Trustees the following individual(s) for extracurricular activities for the 2013-2014 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.

Lewistown Junior High School:

Volleyball

Kris Gapay	First Assistant	(0.057)	\$1,767.11
Jean Muragin	Assistant	(0.050)	\$1,550.10

Patti Peterson was approved as the First Assistant Coach at the August 12, 2013, Board Meeting, but has decided not to take this position. Kris Gapay is being moved from Assistant to First Assistant and Jean Muragin, who was the Assistant Volleyball Coach at the high school, is being recommended for the assistant coaching position.

Jeff Friesen
820 W. Montana
Lewistown, MT 59457
November 22, 2013

Jim Daniels
Athletic Director
Fergus High School
1001 Casino Creek Dr.
Lewistown, MT 59457

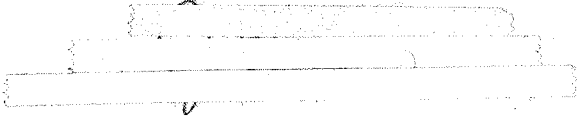
To whom it may concern:

With this letter, I hereby submit my resignation from Fergus High School as the Head golf coach effective November 22, 2013.

I have enjoyed the opportunity to work with our student golfers for the past 4 years.

I wish the golf team all the best and much continued success in the future.

Sincerely,



Jeff Friesen

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

HIRING RECOMMENDATION

The selection committee has reviewed the candidate's application and related data. On the basis of their review they recommend:

For: Danielle Buehler

Job Title CMEC Secretary

Classification SEC

Step 0

Work location Central Montana Education Center

Date to begin work December 11, 2013

Hrs per day/Days per yr up to 7 hours/day for up to 144 days

SELECTION COMMITTEE: Sherry Martin

Diane Oldenburg

LuAnn Schrauth

RECOMMENDATION APPROVED ☒

RECOMMENDATION NOT APPROVED ☐

Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at a Regular Board meeting on January 13, 2014.

HIRING RECOMMENDATION

James Lafever

Custodian

MAINT II

0

Fergus High School

January 14, 2014

260 days per year / 8 hours per day
(94 days for remainder of 2013-2014 FY)

Joel Bennett

Paul Stengel

RECOMMENDATION NOT APPROVED ☐

If approved, the Superintendent will recommend to the Trustees at their Regular Board meeting on January 13, 2014.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

HIRING RECOMMENDATION

The selection committee has reviewed the candidate's application and related data. On the basis of their review they recommend:

Darleen Watt

For:

Job Title _____ Paraprofessional

Classification _____ PARA

Step _____ Step 0 + CERT

Work location _____ Lewis & Clark Elementary

Date to begin work _____ December 18, 2013

Days per yr/Hrs per day _____ 105 days per year / 8.00 hours per day

SELECTION COMMITTEE: _____ Paula Drissell

_____ Sarah Henson

_____ Amanda Jenni

_____ Matt Lewis

_____ Jackie Rickl

_____ Michelle Trafton

RECOMMENDATION APPROVED ☒

RECOMMENDATION NOT APPROVED ☐

Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at the Regular Board meeting on January 13, 2014.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

HIRING RECOMMENDATION

The selection committee has reviewed the candidate's application and related data. On the basis of their review they recommend:

Shelley Iten

For:

Job Title _____ Paraprofessional _____

Classification _____ PARA _____

Step _____ Step 0 + CERT _____

Work location _____ Highland Park Elementary (Pre-School) _____

Date to begin work _____ January 6, 2014 _____

Days per yr/Hrs per day _____ 101 days per year / 7.50 hours per day _____

SELECTION COMMITTEE: _____ Paula Drissell _____

Sarah Henson

Amanda Jenni

Matt Lewis

Jackie Rickl

Michelle Trafton

RECOMMENDATION APPROVED ☒

RECOMMENDATION NOT APPROVED ☐

Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at the Regular Board meeting on January 13, 2014.

Memorandum

To: Jason Butcher, Superintendent
From: Steve Klippenes, Transportation Director
Date: January 9, 2014
Re: Bus Driver Contracts

Following is a recommendation for two bus driver contracts for the remainder of the 2013-2014 School Year:

Tom Moring	Activity Bus Driver/In-Town Driver/Fueling On an as-needed basis	\$10.50 per hour
Kirby Rector	Bus Route Driver – TRANSP Step 0 for up to 2.00 hours per day for up to 95 days	

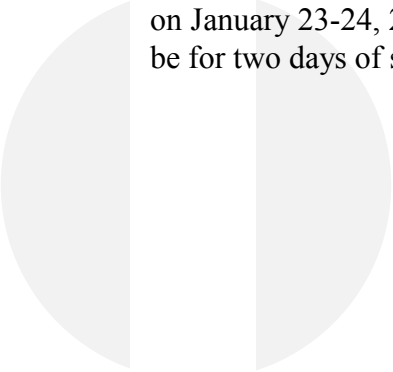
Tom Moring was a route bus driver for the district and retired at the end of the last school year. He has agreed to be a sub bus driver and to fill in for activity bus trips. Kirby Rector is a current sub bus driver and will be taking over the route that was vacated by the resignation of Jeffrey Bullock.

Thank you.



Memorandum

To: Board of Trustees, Lewistown Public Schools
Cc: Jason Butcher, Superintendent
From: Jerry Feller, FHS Principal
Date: December 17, 2013
Re: Out-of-State Travel Request



This memo is written in support of an out-of-state travel request for Loren Drivdahl to attend a STEM (Science, Technology, Engineering, and Math) Training Class in Dallas, TX, on January 23-24, 2014. This is an all-expense paid opportunity so the District expense will be for two days of substitute pay for Loren's Professional Leave.

January 7, 2014

Dear Lewistown School Board of Trustees,

Please consider this out-of-state travel request to attend the International Reading Association's 58th Annual Convention in New Orleans, Louisiana, from May 10-13, 2014.

I attended this conference last year and can attest to its high standard of professional development.

The information gleaned from this conference has a direct link to my classroom as I become more aware of state and national issues in literacy education. I would like to focus on Common Core presentations particularly this year as that is a major focus in our classrooms right now. This will also benefit our kindergarten team as I share what I have learned with my colleagues upon my return.

In 1½ years I will be the state president for Montana State Reading Council. This means that in less than a year I will be chairing the state conference that serves 300-400 educators from across Montana. This national conference would allow me to make some connections with other educators and authors who might be able to attend my conference in Montana.

There are several costs associated with this type of program including registration, hotel, food and airline tickets. I am asking for use of professional days during the conference and I may need to add travel time to those professional days to include May 8 and 14 depending on connections and flight times. At the end of the year last year Mr. Dubbs, with permission from Mr. Butcher, looked at our professional development money and did reimburse me \$400. It was much appreciated and any consideration this year would again be utilized on the conference.

Thank you for considering this request. I am available for any questions that you may have of course.

Sincerely,
Mrs. Margee Smith
Highland Park Kindergarten Teacher



Garfield Elementary School

415 East Boulevard Street

Lewistown, Montana 59457

Phone: (406)535-2366 • Fax: (406)535-2366



Matthew Lewis, Principal

Jenni Bristol, Secretary

January 9, 2014

Dear Lewistown School Board:

As the Principal of Highland Park and Garfield Elementary and the President of the Montana Association of Elementary and Middle School Principals I am submitting an out of state leave request to attend the NAESP National Leaders Conference in Washington DC. This conference runs from February 23rd through February 26th with expenses being paid for by the Montana Association of Elementary and Middle School Principals. This is a great professional development opportunity which also gives principals from Montana the chance to visit with our Senator and Representative on Capitol Hill.

Thank you for your consideration.

Sincerely,

Matthew Lewis

“Watch Us SOAR!”

EXECUTIVE SESSION

**As per the provisions of 2-3-203
Montana Codes Annotated.**

**The Board Chair,
will now call for an Executive Session
deeming the demands of individual privacy
clearly exceed the merits of public disclosure.**

**All parties not involved in the Executive
Session are asked to leave the Board Room
at this time.**

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/13/2014

Agenda Item No.

20

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

ITEM TITLE: EXECUTIVE SESSION—SUPERINTENDENT'S EVALUATION

Requested By: Board of Trustees Prepared By: _____ Date: 01/13/2014

SUMMARY:

The Board of Trustees will go into Executive Session to conduct the Superintendent's Evaluation.

SUGGESTED ACTION: Discussion

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

THE BOARD OF TRUSTEES OF LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

2010-2015 GOALS AND STRATEGIC OBJECTIVES

Lewistown Public Schools, as entrusted by the Lewistown Community, provides children with an accountable, high quality, rigorous education in a safe, nurturing environment; developing the full potential of each child and preparing them for lifelong success in their personal lives and careers, wherever they may be in the world.

Goal Area 1: Measurable Student Achievement

Statement of Intended Outcome, 2010-2015: *Lewistown Public Schools has developed an outstanding educational program that ensures that every student achieves the highest academic performance possible and has multiple opportunities to actively participate in both co-curricular and extra-curricular activities offered by our District. We use a multitude of measures to gauge student performance based on district-created progress goals. We adequately prepare students for their career/job choices and life choices. Our staff is highly supporting and enthusiastic about our differentiated approach to instruction.*

Strategic Objectives:

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

Goal Area 2: Facilities

Statement of Intended Outcome, 2010-2015: *Lewistown Public Schools continues to strive for a state-of-the-art facilities program that meets the needs of our students and staff on a long-term basis. We have prioritized our facility needs and have a plan in place for resources necessary to achieve our facilities program. Our facilities program is fully supported by our community. In planning for our facilities, we have adequately addressed the issue of technology and incorporated that in to our facilities plan.*

Strategic Objectives:

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

Goal Area 3: Community / Parental Engagement

Statement of Intended Outcome, 2010-2015: *Lewistown Public Schools has created an environment of collaboration and transparency with families of students and with our community as a whole. Families of students are actively involved in their children's education. The community is highly engaged in helping provide the best education possible for our children. As a result of our community's and family's commitment to public education, we have established a collaborative approach to solving public education issues that includes our local legislators.*

Strategic Objectives:

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

Goal Area 4: Technology

Statement of Intended Outcome, 2010-2015: *Lewistown Public Schools has developed a technology plan that incorporates regular upgrades of both hardware and software and training of staff on existing and new programs. We have successfully incorporated technology into our facilities and all aspects of our educational program in a methodical and effective manner that prepares our students for the real world. We have systems in place to ensure the safety of our students and compliance with District standards.*

Strategic Objectives:

1. Keep technology infrastructure current and sound (routers, switchers, servers, internet service and work stations). Continue to prevent problems and keep technology accessible (security, filtering, preventative updates).
2. Have implemented steps to leverage social networking and other technology to support better teaching and learning by expanding student-to-student and student-to-faculty connections for collaborating beyond the classroom.
3. Provide staff development to ensure that technology standards are implemented in classrooms district wide.
4. Develop and implement efforts to develop a consistent approach/philosophy by our staff to the use of technology in the classroom as an effective and proven learning tool.
5. Determine how the district should help educate parents about the ways their children use technology (in and out of school, for good and bad reasons).

Goal Area 5: Highly Qualified Staff

Statement of Intended Outcome, 2010-2015: *Lewistown Public Schools has developed a recruitment and retention program to ensure that the District hires and retains high quality, effective personnel. Our teachers and other staff have been provided professional development opportunities that directly correlate to the high academic standards set by the District. Our teachers and other staff have embraced the use of technology into all aspects of our educational programs. The staff shares the vision of the Board in providing differentiated educational programs in order to meet the needs of our students and in achieving the District's high academic standards.*

Strategic Objectives:

1. Implement a consistent, rigorous and fair assessment and evaluation process for staff that is understood and supported by administrators and staff.
2. Professional development is tailored to meet the needs of teachers, administrators, and staff. They are part of the planning and assessment of these opportunities.

Goal Area 6: Fiscal Management/Responsibility

Statement of Intended Outcome, 2010-2015: *Lewistown Public Schools has secured adequate, sustainable funding from the State and has developed a process to prioritize the financial resources that we have according to the educational goals set by the District. We have secured funding sources that are not earmarked for specific causes and have the discretion to determine where funds are needed in order to achieve our high standards and our goals. Through our community engagement initiative, our community understands our budgeting process, they support our schools and they understand our needs and the strategic direction of our District.*

Strategic Objectives:

1. Review all financial processes; streamline and consolidate these processes where possible; find ways to improve efficiencies and accountability in our financial processes while reducing, if possible, staff frustration with them.
2. Seek ways to better involve staff in budget development.
3. Carefully assess specific ways in which we can involve community, staff and the Board in better maintaining a strong and influential presence in the next Montana Legislature (2015).
4. The Lewistown Schools leadership team works with outlying communities to determine what cooperative efforts can be made to make the best use of limited resources.
5. Conclude, prior to June 30, 2015, a review of the Strategic Plan's 1-5 year goals and objectives and insure they still represent appropriate and realistic milestones on our way to our 20-year vision.

School District #1 Mission Statement:

Excellence Today, Success Tomorrow

Core Values of the Lewistown Public Schools:

1. **High Standards:** Lewistown Public Schools upholds high standards and expectations for the Board, staff and students of the District. We strive to provide challenging curriculum taught by innovative leaders in the field of education, utilizing research-based curriculum and implementing best practices.
2. **Student-Centered:** The motivation for everything we do is based upon what is right and best for the children of our community. We ensure the development, well-being and education of students through a variety of academic and extracurricular activities. We assist students in overcoming challenges and help them celebrate their successes, all as part of a plan to maximize the potential of each student.
3. **Effective and Efficient Practices:** Lewistown Public Schools is committed to effective and efficient stewardship of our resources.
4. **Accountability:** Lewistown Public Schools is accountable for all that we do from fiscal management to the performance of students, staff, administration and the Board.
5. **Community Support:** Lewistown Public Schools understands that community support is vital, earned and continually renewed through consistent dedication to quality service. We believe the key to success is found through mutual engagement of the community and the schools, effective interaction between parents, students, staff, administrators, trustees and all elements of the Lewistown Community. We value the trust the community has invested in our public schools and we strive to earn and maintain that trust.
6. **Communication:** Lewistown Public Schools values effective and open communication with parents, students, staff, trustees and the community.

BOARD OF TRUSTEES
Stan Monger, Board Chair

Jeremy Bristol
Joe Irish
Phil Koterba
Barbara Thomas
Jennifer Thompson
Monte Weeden

LEWISTOWN PUBLIC SCHOOLS
2013-2014 SCHOOL CALENDAR

A. Pupil Instruction

First Semester					89 Days	Second Semester					90 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug	22 -- Aug	23	2		First Week	Jan	21 -- Jan	24	4	
Second Week	Aug	26 -- Aug	30	5		Second Week	Jan	27 -- Jan	31	5	
Third Week	Sept	3 -- Sept	6	4		Third Week	Feb	3 -- Feb	7	5	
Fourth Week	Sept	9 -- Sept	13	5		Fourth Week	Feb	10 -- Feb	14	5	
Fifth Week	Sept	16 -- Sept	20	5		Fifth Week	Feb	17 -- Feb	21	5	
Sixth Week	Sept	23 -- Sept	27	5		Sixth Week	Feb	24 -- Feb	27	4	
Seventh Week	Sept	30 -- Oct	4	5		Seventh Week	Mar	3 -- Mar	7	5	
Eighth Week	Oct	7 -- Oct	11	5		Eighth Week	Mar	10 -- Mar	14	5	
Ninth Week	Oct	14 -- Oct	16	3		Ninth Week	Mar	17 -- Mar	21	5	
Tenth Week	Oct	21 -- Oct	25	5		Tenth Week	Mar	24 -- Mar	26	3	
					44						46
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct	28 -- Nov	1	5		First Week	Mar	27 -- Mar	28	2	
Second Week	Nov	4 -- Nov	6	3		Second Week	Mar	31 -- Apr	4	5	
Third Week	Nov	11 -- Nov	15	5		Third Week	Apr	7 -- Apr	11	5	
Fourth Week	Nov	18 -- Nov	22	5		Fourth Week	Apr	14 -- Apr	17	4	
Fifth Week	Nov	25 -- Nov	26	2		Fifth Week	Apr	22 -- Apr	25	4	
Sixth Week	Dec	2 -- Dec	6	5		Sixth Week	Apr	28 -- May	2	5	
Seventh Week	Dec	9 -- Dec	13	5		Seventh Week	May	5 -- May	9	5	
Eighth Week	Dec	16 -- Dec	20	5		Eighth Week	May	12 -- May	16	5	
Ninth Week	Jan	6 -- Jan	10	5		Ninth Week	May	19 -- May	23	5	
Tenth Week	Jan	13 -- Jan	17	5		Tenth Week	May	27 -- May	30	4	
					45						44

B. Pupil Instruction Related Days (PIR) - (Teachers ONLY - No School for Students)

		Totals
August 20-21	All Staff Orientation/PIR	2.00
September 18	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)	0.25
October 17-18	Staff Development Days - Teachers Convention	2.00
November 6-7	Parent Teacher Conferences (Evening on Nov 6, All Day on Nov 7)	1.50
December 4	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)	0.25
January 20	PIR	1.00
February 12	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)	0.25
April 3	Parent Teacher Conferences - Evening ONLY (Regular Day for Students)	0.50
April 16	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)	0.25
		8.00

2013-2014		
Regular Board Meetings		
July	8	5:30 p.m.
Aug	12	5:30 p.m.
Sept	9	7:00 p.m.
Oct	14	7:00 p.m.
Nov	11	7:00 p.m.
Dec	9	7:00 p.m.
Jan	13	7:00 p.m.
Feb	10	7:00 p.m.
Mar	10	7:00 p.m.
Apr	14	7:00 p.m.
May	12	7:00 p.m.
June	9	5:30 p.m.

Holidays / Vacations (Dates Inclusive)

September 2	Labor Day
October 17-18	Fall Vacation (Teachers - Convention)
November 7	Parent Teacher Conferences (Vacation Day for Students)
November 8	Vacation Day
November 27-29	Thanksgiving Vacation
December 23-January 3	Winter Break
January 20	PIR (Vacation day for Students)
February 28	Vacation Day
April 18-21	Spring Break
May 26	Memorial Day
May 27	Memorial Day