

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

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

MONDAY, September 9, 2013

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Presentation—Risk Assessment Team
4. Discussion—Shopping Locally
5. Report—Student Representative
6. Report—Committees of the Board
7. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

8. Report—Investment
9. Other Items

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

11. Minutes of the August 12, 2013, Regular Board Meeting
12. Minutes of the August 22, 2013, Special Board Meeting

APPROVAL OF CLAIMS

13. Claims

CONSENT GROUP ITEMS

14. Approve Additions to the Substitute List for the 2013-2014 School Year
15. Approve Fergus High School Class of 2017 Student Activity Account

INDIVIDUAL ITEMS

16. First Reading—Board Policy #7329 – Petty Cash Funds
17. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property
18. Approve IDEA Part B Federal Flow-Through Application to CMLRCC for Special Education Expenses
19. Approve High School Individual Transportation Contract
20. Approve Amendment to the Multi-District Agreement for Technology Services
21. Approve Personnel Report

ADJOURNMENT

PUBLIC PARTICIPATION

The Board of Education encourages participation at public school board meetings. Under normal circumstances it is desirable to allow everyone to address the Board. However, when there are many persons who wish to address the Board, the following rules shall apply to protect the public's right to be heard:

- Each speaker shall be allowed a presentation not to exceed three (3) minutes at the appropriate time on the Agenda.
- There will be a limit of one presentation per person.
- The Board requests that organizations and groups be represented by a single spokesperson. The spokesperson for each group shall be limited to a presentation of three (3) minutes. To save repetition and time, the Board also requests that persons not speak if a previous speaker has expressed a similar position on the same issue.
- The Board will accept comments from the public on each agenda item as it is discussed.

By a majority vote of the Board, these rules may be suspended for special reasons at any particular meeting. Further, the Board may reserve the right to adjust the length of time.

CONSENT GROUP ITEMS

The action of adoption of the "Consent Group" as an official item on the agenda means that all items appearing under the title "Consent Group" shall be adopted by majority approval of a single motion, unless a member of the Board or the Superintendent requests that any particular item be removed from the "Consent Group" and voted on separately.

Generally "Consent Group" items are matters which members of the Board and Superintendent agree are routine in nature and should be acted upon in one motion to conserve time and permit focus on other than routine matters on the agenda.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

3

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

ITEM TITLE: PRESENTATION—RISK ASSESSMENT TEAM

Requested By: Board of Trustees **Prepared By:** Chris Rice **Date:** 09/09/2013

SUMMARY:

The Risk Assessment Team would like to give a presentation to the Board of Trustees regarding their purpose and procedures for the School District.

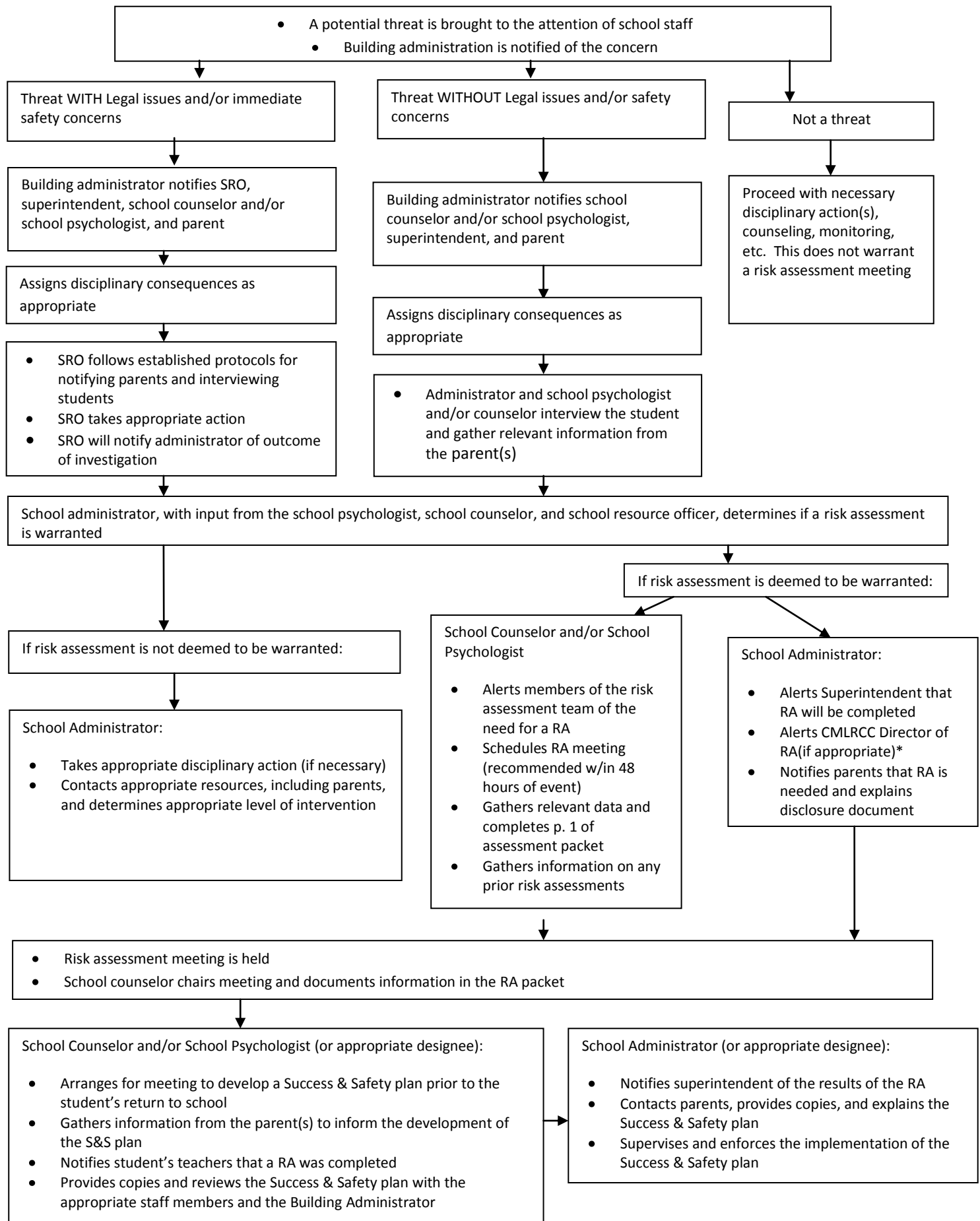
SUGGESTED ACTION: Informational

☒ **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 RISK ASSESSMENT PROCEDURES



****If student is a special education or 504 student contact CMLRCC Director and follow procedural safeguards under IDEA or Section 504.***

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

4

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

ITEM TITLE: DISCUSSION—SHOPPING LOCALLY

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 09/09/2013

SUMMARY:

The Board of Trustees will discuss the purchasing procedures of the District and how local businesses are given consideration when making purchases.

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

09/09/2013

Agenda Item No.

5

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Kaitlyn Moodie Date: 09/09/2013

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						

FHS SCHOOL BOARD REPORT
Kaitlyn Moodie

Monday, September 9, 2013

Key Club:

- Plans to have an executive board meeting this week

Student Council:

- Planning for homecoming
 - Fergus FB plays the Sidney Eagles

FCCLA:

- In July, five students went to Nationals
 - Two gold medalists and one silver
- Just gearing up for the new year

NHS:

- Plans to have two blood drives later on this year
- A few students volunteered to help with the Chokecherry Run
- The officers are looking at adding some sort of service project.

BPA:

- The first meeting will be held this week

Youth Alive:

- The day of meetings has been changed from Thursdays to Wednesdays

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

6

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

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees Prepared By: Committee Date: 09/09/2013

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:

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

STANDING COMMITTEES OF THE BOARD
2013-2014 School Year

Committee	Number on Comm.	Jeremy Bristol	Joe Irish	Phil Koterba	Stan Monger	Barb Thomas	Jennifer Thompson	Monte Weeden
Building & Grounds	3	X			X			X
Insurance Risk Committee	2		X		X			
Transportation	3	X				X		X

OTHER COMMITTEES WITH BOARD REPRESENTATION
2013-2014 School Year

Committee	Number on Comm.	Jeremy Bristol	Joe Irish	Phil Koterba	Stan Monger	Barb Thomas	Jennifer Thompson	Monte Weeden
Activities	2					X		X
Curriculum Committees:								
Communication Arts	1			X				
Math	1					X		
Health Insurance Program	2			X			X	
School Calendar	1							X
Vocational Advisory Council	1	X						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

7

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

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

Requested By: Board of Trustees Prepared By: _____ Date: 09/09/2013

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

09/09/2013

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: 09/09/2013

SUMMARY:

Below is the interest earned and distributed for August 2013:

Elementary \$310.92

High School \$223.18

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 AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

9

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 09/09/2013

SUMMARY:

Time is provided on the agenda for the Superintendent to discuss with the Board any calendar items, concerns, correspondence, future agenda items, and announcements.

- ❖ First Day Enrollment
- ❖ MTSBA's "Back to School" Legal Primer Recap
- ❖ Board Tours—Tuesday, November 5, 2013
- ❖ Roundtables
- ❖ "ASPIRE in Math" Program
- ❖ Collective Gaining
- ❖ Adult Education Registration—Monday, September 16, 2013—12:00 p.m.—CMEC
- ❖ MCEL—October 16-18, 2013—Billings—Need to know your plans by September 20, 2013
- ❖ MPSEOC College Fair—Wednesday, September 18, 2013—9:00 a.m.—Fairgrounds
- ❖ Homecoming Week—September 16-21, 2013
- ❖ GO—Central A Divisional Meet—Saturday, September 28, 2013—Havre
- ❖ GO—State Class A Tournament—October 4-5, 2013—Polson
- ❖ Picture Day Schedule:

Monday	September 23, 2013	Fergus High School
Tuesday	September 24, 2013	Lewis & Clark Elementary
Wednesday	September 25, 2013	Highland Park Elementary
Thursday	September 26, 2013	Garfield Elementary
Friday	September 27, 2013	Lewistown Junior High
- ❖ Home Athletic Games/Meets:

GO – Fergus Invitational—Friday, September 13, 2013—9:30 a.m.
FB vs. Sidney—Friday, September 20, 2013—7:00 p.m.
CC – Fergus Invitational—Friday, September 20, 2013—10:00 a.m.
VB vs. Hardin/Laurel/Havre—Saturday, September 21, 2013—TBA
FB vs. Belgrade—Friday, September 27, 2013—(FR/SO) 4:00 p.m. / (V) 7:00 p.m.
VB vs. Browning—Saturday, September 28, 2013—3:00 p.m.
VB vs. Great Falls High—Thursday, October 3, 2013—4:00 p.m.
VB vs. Park High—Saturday, October 5, 2013—2:00 p.m.

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

LEWISTOWN PUBLIC SCHOOL
215 7th Avenue South
Lewistown, Montana 59457

FIRST DAY ENROLLMENTS

August 22, 2013

	<u>YEAR</u>	<u>HP</u>	<u>GA</u>	<u>LC</u>	<u>JH</u>	<u>FH</u>	<u>TOTAL</u>	<u>DIFFERENCE</u>
	2013-2014	238	195	194	194	340	1161	1
	2012-2013	238	208	178	192	344	1160	-41
	2011-2012	218	228	200	185	370	1201	-10
	2010-2011	222	221	188	184	396	1211	-22
	2009-2010	223	240	184	166	420	1233	-66
	2008-2009	270	212	185	205	427	1299	-26
	2007-2008	284	205	180	222	434	1325	-22
	2006-2007	301	185	193	232	436	1347	-18
	2005-2006	278	179	215	234	459	1365	-5
	2004-2005	263	187	218	234	468	1370	-61
	2003-2004	275	204	234	251	467	1431	-3
	2002-2003	278	218	229	224	485	1434	-48
Gr. Level	2001-2002	291	223	243	223	502	1482	-63
	2000-2001	295	180	290	257	523	1545	-39
	1999-2000	309	186	286	268	535	1584	-7
	1998-1999	316	185	297	247	546	1591	-28
	1997-1998	327	194	283	272	543	1619	-23
	1996-1997	312	181	310	300	539	1642	-34
	1995-1996	337	194	333	291	521	1676	30
	1994-1995	329	185	343	299	490	1646	-60
	1993-1994	355	203	353	280	515	1706	34
	1992-1993	359	225	360	283	445	1672	66
	1991-1992	353	215	329	264	445	1606	65
	1990-1991	322	224	332	238	425	1541	-5
	1989-1990	325	217	330	225	449	1546	35
	1988-1989	301	216	343	198	453	1511	-48
	1987-1988	296	220	339	224	480	1559	-56
	1986-1987	326	203	334	240	512	1615	93
	1985-1986	313	201	290	246	472	1522	-36
	1984-1985	293	191	324	256	494	1558	42
	1983-1984	296	197	320	253	450	1516	-63
	1982-1983	286	204	341	251	497	1579	0

SCHOOL BOARD TOURS

TUESDAY, NOVEMBER 5, 2013

8:20-8:30		Lewis and Clark - Meet with Michelle Trafton
8:30 – 9:00		Classroom Visitations
9:00 – 9:10		Travel to Garfield
9:10 – 9:20		Garfield - Meet with Matt Lewis
9:20 – 9:50		Classroom Visitations
9:50 – 10:00		Travel to Highland Park
10:00 – 10:10		Highland Park - Meet with Matt Lewis
10:10 – 10:40		Classroom Visitations
10:40 – 10:50		Travel to Junior High
10:50 – 11:00		Junior High – Meet with Tim Majerus
11:00 – 12:00		Classroom Visitations
12:00 – 12:30		Lunch with Students
12:30 – 12:40		Travel to Fergus
12:40 – 12:50		Fergus - Meet with Jerry Feller
12:50 – 1:30		Classroom Visitations

BOARD OF TRUSTEES ROUNDTABLE SCHEDULE

2013-2014

Date	Group	Time	Meeting Site
January 14, 2014	Fergus High School	6:00-7:00 p.m.	Fergus High School Library
March 10, 2014	LEA Executive Board	6:00-7:00 p.m.	Lincoln Board Room

CMR WILDLIFE REFUGE ELK VIEWING TOURS * SIGN UP NOW! Board our coach bus to the Slippery Ann elk viewing area & experience spine-tingling bugles & bulls defending their harems. Guided by CMR Wildlife Refuge employee. **Choose one tour:** **Tuesday, Sept 24** (Must register by Friday, Sept 20) **OR Thursday, Oct 3** (Must register by Tuesday, Oct 1). Board the bus at Fergus High School at 4 pm & return at 9 pm. Fee: \$10.00. Box lunch available for \$5. No discounts.

BUS TRIPS–ALBERTA BAIR THEATER * SIGN UP NOW!
Fee includes coach bus ride and theater ticket. Prime seats on main floor. Dinner on your own at pre-arranged stop.

“OAK RIDGE BOYS CHRISTMAS” The four-part harmonies and upbeat songs of The Oak Ridge Boys are one of the most distinctive and recognizable sounds in the music industry. Come and enjoy the sounds of Christmas. Board the bus at Fergus High School at 2:30 pm, show time at 7:30 PM. Thursday, **Dec 5**. Fee: \$75. No discounts. **Must register and pay by Nov 4th**.

“HELLO DOLLY” This musical was first produced on Broadway in 1964 and won ten Tony Awards including Best Musical. The production stars Sally Struthers, a two-time Emmy and Golden Globe Award winner. Board the bus at Fergus High School at 2:30 pm, show time at 7:30 PM. Wed, **Feb 5**. Fee: \$70. No discounts. **Must register and pay by Dec 20th**.

APPS FOR EVERYDAY LIFE *

Learn about the many various applications that are available to you for free for your smart phone or tablet. Apps can assist you in your daily tasks, travel, budgeting, entertainment, and much more! Instructor: Russell Epperson. CMEC room 2, Thursday, Nov 7, 6-9 pm. Fee: \$20

MICROSOFT EXCEL 2010 FOR BEGINNERS *

Learn how to create, manage & edit MS Excel 2010 worksheets. Common uses for such worksheets are personal finances, budgeting, inventory tracking & comparing sets of data. Basic MS Excel skills anyone can master; must have basic computer skills. Instructor: Russell Epperson. FHS library lab, Mon & Thu, Oct 21, 24, 28, Nov 4, 6-9 pm. Fee: \$45

WINDOWS 8 *

From the start screen to the desktop and everything in between. Discover fast and fluid ways to move things around, switch between apps, and go from one place to another. Instructor: Todd Lark. FHS Library Lab. Tues, Nov 5-19, 6-8 pm. Fee: \$45.

FOUNDATIONS OF INVESTING

Keys to financial success with overview of investing, terms and types. Cover basic features of bonds, stocks and mutual funds and the importance of asset allocation. Instructor: Joe Eckhardt. FHS Library. Thur, Oct 3, 6-8 pm. Fee: \$15.

RETIREMENT BY DESIGN

Translate your vision for retirement into tangible goals. Whether you are 10 or 40 years from retirement learn investment strategies to help design the retirement you want. Add flexibility to your strategy to help you handle unexpected events and how to keep your strategy on track. Instructor: Joe Eckhardt. FHS Library. Thur, Oct 10, 6-8 pm. Fee: \$15.

BASIC DOG OBEDIENCE *

Course for beginning dogs, six months or older. Teaches the foundation commands for a well-behaved companion. Require proof of current rabies & distemper/ parvo vaccines at first class. Instructor: Cheryl Bannes. LJHS gym. 5 wks, Wednesdays, Oct 2-Oct 30, 7-8 pm. Fee: \$35. No discounts.

UNDERSTANDING FOOTBALL 101

For the confused spectator, mothers of the players and spouses of the fanatic fans. Have fun learning rules, plays, referee calls and understanding player positions and more! Instructor: Dave Salvi. FHS room 222. 2 wks, Mondays, Sept 30 and Oct 7, 7-9 pm. Fee: \$20.

AROMATHERAPY PENDANT/ BRACELET/ ORNAMENT *

Perfect for beginner craft enthusiasts and pros alike. Work with special terra cotta clay to create a wearable pendant, bracelet or ornament that doubles as an essential oil diffuser. Leave with a finished item (or a couple if time allows) and a small bottle of essential oil. These make wonderful gifts! Instructor: Tracey Delaney. FHS rm 117. 6:30-9 pm, Tue Oct 22. Fee: \$20 + supplies

QUICK & EASY CABLE KNIT SLIPPERS *

Perfect for beginning knitters who can cast on, knit and purl. Learn to make simple cables and knit with 2-3 strands of yarn. Slippers knit up quickly with a touch of style and make great gifts. Instructor: Tracey Delaney FHS rm 117. Tuesdays, Oct 1 & 8, 6:30-8:30 pm. Fee: \$25 + supplies

*** Limited Enrollment**

BEGINNING QUILTING – TREE SKIRT *

In this beginners to advanced beginners class you will create a tree skirt ready to be used under your tree this holiday season. Please come to class with your fabric, ready to begin the first night. Instructor: Karen Durbin. FHS rm 117. 6 wks, Mondays, Oct 7 to Nov 11, 5:30-8:30 pm. Fee: \$45 + supplies

RAG RUG MAKING *

Learn to crochet a colorful rag rug using old sheets, fabric strips or flannel material to create a beautiful rug. Class will learn basic crochet technique. Instructor: Vicki Deffinbaugh. FHS rm 117. Tuesday, Oct 15, 6-9 pm. Fee: \$20 + supplies

WIRE-WRAPPED JEWELRY *

Create your own unique copper & brass necklace and bracelet. Great as gifts! You will be guided through the process using wire and a variety of beads. Instructor: Cheryl Bannes. FHS rm 213. Tues Nov. 5 & 12, 6-8:30 pm. Fee: \$25 + supplies

LEATHER BRAIDING *

Participants will learn to braid a four strand round braid. You will also learn two different knots or buttons. Same braid used in reins and other items. You will make a key ring or zipper pull and up to two bracelets. These make great gifts. Instructor: Joe Boyles. FHS rm 213. 2 wks, Tues, Oct 1 & 8, 6:30-9 pm. Fee: \$30 (includes all supplies)

WOK THE WORLD * Recipes & Taste-Testing!

Break out the Wok and try these twists on stir-fry for your every night dinner. Wok cooking does not “have” to be Asian. Learn how you can prepare a quick healthy meal in just minutes. Instructor: Denise Seilstad. FHS rm 117. Thur, Oct 17, 6-8 pm. Fee: \$20

SOUP’S ON! * Recipes & Taste-Testing!

Enjoy the tastes and nutrition of some great soups. There is bound to be something for everyone and every season. Perhaps you will be inspired to pull out your stock pot and start cooking! Instructor: Denise Seilstad. FHS rm 117. Thur Nov 21, 6-8 pm. Fee: \$20

FINGER FOODS & APPETIZERS * Recipes & Taste-Testing!

Learn to prepare unique adult finger foods with pizzazz while focusing on simple, easy to prepare, sweet and savory ingredients. Perfect for holiday entertaining! Instructor: Monica Clinton. FHS rm 117. Tue Oct 29, 6-8 pm. Fee: \$20

SIMPLE & BEAUTIFUL CUPCAKES! * Recipes & Taste-Testing!

Learn a variety of cupcake decorating techniques, simple recipes, and ideas for festive holiday cupcake desserts. Instructor: Angela Woolett. FHS rm 117. Tue, Nov 12, 6-8 pm. Fee: \$20

KRIPALU YOGA *

The yoga of Self-Discovery. Through inquiry and exploration of asana, pranayama, meditation and relaxation you become aware of what’s going on with and around you. A well balanced gentle to moderate yoga flow class that blends energizing and calming poses. Yoga experience is required. Instructor: Judy Kellogg. Parish Hall, St James Episcopal Church. Wednesdays, **Session I**: 7 wks, Sept 18 – Nov 6. **Session II**: 6 wks, Nov 13 – Dec 18. 5:30-7:00 pm. Fee: \$50 per session. No discounts

ELEMENTS * Well-balanced physical fitness!

The four Elements: Aerobic activity (outdoor walking in the Elements or inside), strengthening muscles with own body weight &/or bands, improve flexibility with yoga & reduce stress with restorative poses & techniques for peace of mind. Must be able to walk comfortably outdoors for 10-20 minutes. Instructor: Judy Kellogg. Parish Hall, St James Episcopal Church. 6 wks, Tues & Thurs, Sept 17–Oct 31, 4:30-6:00 pm. Fee: \$65. 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**. No discounts.

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

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

Choose one date: Sept 28, Oct 12, Nov 9, Dec 7

FIRST AID & CPR Combination: **Fee: \$45**

ADULT BASIC EDUCATION / GED 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, & GED exam preparation. Instructor: Bob Feist. CMEC. Start anytime; **no charge**. Tues, Weds & Thurs, 9 am-4 pm. Evenings by appointment.

CMEC = Central MT Education Center, Airport Road
FHS = Fergus High School
LJHS = Lewistown Junior High School

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

10

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

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS
THE BOARD

Requested By: Board of Trustees Prepared By: _____ Date: 09/09/2013

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

09/09/2013

Agenda Item No.

11 - 12

☒ 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: 09/09/2013

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the August 12, 2013, Regular Board Meeting
- Minutes of the August 22, 2013, Special Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

	Motion	Second	Aye	Nav	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, August 12, 2013

REGULAR BOARD MEETING

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

1. ROLL CALL

TRUSTEES PRESENT:

Board Chair Stan Monger, Jeremy Bristol, Joe Irish, Jennifer Thompson
(5:40 p.m.)

STAFF ABSENT:

Phil Koterba, Barb Thomas, Monte Weeden

STAFF PRESENT:

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

OTHERS PRESENT:

Doreen Heintz-Lewistown News-Argus, 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. DISCUSSION—SCOTT DUBBS, AYP DETERMINATIONS

Scott Dubbs, Curriculum Director, presented information to the Board of Trustees regarding the Adequate Yearly Progress (AYP) determinations.

4. DISCUSSION—2010-2015 GOALS AND STRATEGIC OBJECTIVES

The Board of Trustees reviewed and discussed the 2010-2015 Goals and Strategic Objectives to assure the goals set forth by the Trustees are being accomplished. No changes were made except to change the date for the next Legislative Session on page 3.

5. REPORT—COMMITTEES OF THE BOARD

There were no committee reports.

6. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

No items were discussed.

SUPERINTENDENT'S REPORT

7. REPORT—INVESTMENT

Interest earned and distributed for June 2013, was reported with \$5,110.32 in the elementary funds and \$3,201.01 in the high school funds for a total of \$8,311.33.

8. OTHER ITEMS

Superintendent Jason Butcher updated the Board regarding his goals for the 2013-2014 School Year. Mr. Butcher also informed the Board that the Lewistown Public Schools is part of a pilot program for a new Teacher Evaluation Program. He, all of the principals, and Aaryn Bell, LEA President, will be driving to Helena Tuesday, August 13, 2013, for some training. The Trustees reviewed the schedule for the Back-to-School events. The MTSBA's "Back to School" Legal Primer is scheduled for Wednesday, September 4, 2013, in Lewistown at the Lincoln Board Room. MCEL is scheduled for October 16-18, 2013, in Billings.

PUBLIC PARTICIPATION

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

Doreen noted that the News Argus will be adding a "Class Act" section to the newspaper once a month. A reporter will be spending the day with two teachers each month and will write about their experiences.

ACTION ITEMS MINUTES

10. MINUTES OF THE JULY 8, 2013, REGULAR BOARD MEETING – approved unanimously (Irish/Thompson).

APPROVAL OF CLAIMS

11. CLAIMS – the claims referenced in the 2013-2014 Bill Schedule and submitted through August 7, 2013, were approved unanimously (Thompson/Irish). The Finance Committee members for July-September 2013 are Stan Monger, Jeremy Bristol, Barb Thomas, and Phil Koterba.

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

12. APPROVE SUBSTITUTE LIST FOR 2013-2014 SCHOOL YEAR – See Exhibit A.

INDIVIDUAL ITEMS

13. APPROVE RESOLUTION FOR THE SURPLUS PROPERTY PROGRAM WITH THE STATE OF MONTANA – approved unanimously (Irish/Thompson).
14. SECOND READING—BOARD POLICY #8425 – SERVICE ANIMALS – approved unanimously (Irish/Bristol).
15. SECOND READING—BOARD POLICY #8425P – SERVICE ANIMAL ALLOWANCE PROCEDURE – approved unanimously (Bristol/Thompson).
16. SECOND READING—BOARD POLICY #8425F – SERVICE ANIMALS IN DISTRICT FACILITIES FORM – approved unanimously (Irish/Bristol).
17. APPROVE ELEMENTARY TRUSTEES' FINANCIAL SUMMARY FOR THE 2012-2013 FISCAL YEAR – approved unanimously (Bristol/Irish).
18. APPROVE HIGH SCHOOL TRUSTEES' FINANCIAL SUMMARY FOR THE 2012-2013 FISCAL YEAR – approved unanimously (Thompson/Irish).
19. APPROVE ELEMENTARY BUDGET FOR THE 2013-2014 FISCAL YEAR with Rebekah Rhoades' recommendations to levy \$0 in the Bus Depreciation Fund and reducing the tuition levy by approximately 2 mills – approved unanimously (Irish/Thompson).
20. APPROVE HIGH SCHOOL BUDGET FOR THE 2013-2014 FISCAL YEAR with Rebekah Rhoades' recommendations to levy \$0 in the Bus Depreciation Fund, reduce the tuition levy by approximately 1 mill, and move the Block Grant Revenue from the Flexibility Fund to the Transportation Fund – approved unanimously (Thompson/Irish).
21. APPROVE LEWISTOWN PUBLIC SCHOOLS 2012-2013 ANNUAL REPORT – approved unanimously (Irish/Bristol).
22. APPROVE PERSONNEL REPORT – See Exhibit B – approved unanimously (Bristol/Thompson).

ADJOURNMENT

The meeting was adjourned at 7:10 p.m. The next Board meeting will be held at 7:00 p.m. on Monday, September 9, 2013, at the Lincoln Board Room (Bristol).

STAN MONGER
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

"EXHIBIT A"

Lewistown Public Schools 2013-2014 SUBSTITUTE LIST			
<u>SUBSTITUTE TEACHER/AIDE:</u>		<u>SUBSTITUTE SCHOOL FOOD:</u>	<u>SUBSTITUTE BUS DRIVERS:</u>
<u>NAME</u>	<u>NAME</u>	<u>NAME</u>	<u>NAME</u>
ADAMS, Naomi	JOHNSON, Bridgett	BENTON, Stacey	LEAP, Leslie (Bud)
BALES, Tiana	LEININGER, Dana	BUTLER, Marilyn	WHITE, Albert
BARBER, Nancy	LUND, Denise	CROWDER, Carol	
BEAUDRY, Darlene	MEADER, Patricia	KEISER, Kelly	
BENTON, Stacey	METCALF, Jennifer	LUND, Denise	
BERGER, Angela	MILLER, Whitney		
BIRDWELL, Misti	NELSON, Folly		
BORGREEN, LaVonne	OLSON, Elizabeth		
BYERLY, Cassie	OSBURN-CAUFFMAN, Nancy		<u>SUBSTITUTE CUSTODIANS:</u>
CARLISLE, Kyle	PAGE, Richard		<u>NAME</u>
CARR, Tia	REESOR, Julie		BERLINGER, Kenneth
CLINTON, Monica	SMITH, Dianne		BOYLES, Joe
CRAWFORD, Theda	SMITH, Kendra		MCREYNOLDS, Kelly
EPPERSON, Russell	TINDALL, Shari		PERLICHEK, Shelley
GIEDD, Patricia	TOWNE, Brenda		
GODDARD, Kimberly	TUSS, Olivia		
GOLIK, Marjorie (Kay)	WARD, JoAnne		
GRUENER, Matt	WEIDNER, Austin		
GRUNA, Suzanne	WENTWORTH, Judy		
GUETHS, Heather	WIER, Linda		
HAMLING, Mary Jo	WILSON, Ryan		
HOWARD, Audrey	YERMAN, Mary Lou		
HUFFINE-FORAN, Charlotte			

**“EXHIBIT B”
PAGE 1 OF 9**

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: August 12, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
HENSLEY, Dan	Custodian	Fergus High School	Approve appointment on schedule— MAINT II Step 0 for up to 8 hours per day 260 days per year	August 12, 2013	See attached hiring recommendation.
FEIST, Robert	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.50 per hour for up to 870 hours	August 13, 2013 -- June 12, 2014	See attached memo.
PERRY-WALKER, Paula	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.50 per hour for up to 530 hours	August 28, 2013 -- June 26, 2014	See attached memo.
RECOMMENDATION FOR EXTRA-DUTY CONTRACTS	Bus Drivers	School District #1	Approve appointment on schedule as recommended on the attachment	August 12, 2013	See attached list.
RECOMMENDATIONS FOR ACTIVITIES AND ATHLETICS	Extracurricular Assignments	Lewistown Junior High School	Approve appointment on schedule as recommended on the attachment	August 13, 2012	See attached list.
RECOMMENDATIONS FOR ACTIVITIES AND ATHLETICS	Extracurricular Assignments	Fergus High School	Approve appointment on schedule as recommended on the attachment	August 13, 2012	See attached list.
HENDERSON, Kelly	Paraprofessional	Garfield Elementary	Accept letter of resignation	July 30, 2013	See attached copy of email.

**“EXHIBIT B”
PAGE 2 OF 9**

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: August 12, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
JOHNSON, Debra	Food Server/Cashier	Fergus High School	Accept letter of resignation	July 29, 2013	See attached letter.
KROPF, Laura	Paraprofessional	Garfield Elementary	Approve appointment on schedule— PARA Step 0+CERT for up to 7.50 hours per day for up to 180 days	August 12, 2013	See attached hiring recommendation.
RUMMANS, David	Paraprofessional	Lewis & Clark Elementary	Approve appointment on schedule— PARA Step 0+CERT for up to 7.50 hours per day for up to 180 days	August 12, 2013	See attached hiring recommendation.
WILSON, Ryan	Paraprofessional	Fergus High School	Approve appointment on schedule— PARA Step 0+CERT for up to 4.00 hours per day for up to 180 days	August 12, 2013	See attached hiring recommendation.
SLAGEL, Debra	Counselor	Fergus High School	Approve appointment on schedule— MA 3 Step 15 at .333 FTE for up to 66 days	August 12, 2013	Debra Slagel retired as a full time counselor at Fergus and will be returning as part time.
BROWN, Tony	Volunteer Football Coach	Fergus High School	Approve appointment on a volunteer basis	August 12, 2013	See attached memo.
WILSON, Ryan	Volunteer Football Coach	Fergus High School	Approve appointment on a volunteer basis	August 12, 2013	See attached memo
MCCONNELL, Chris	Volunteer Golf Coach	Fergus High School	Approve appointment on a volunteer basis	August 12, 2013	See attached memo.

"EXHIBIT B"
PAGE 3 OF 9

LEWISTOWN PUBLIC SCHOOLS

EXTRA DUTY CONTRACTS

August 12, 2013

LAST	FIRST	EXTRA DUTY ASSIGNMENT	PAY RATE
Baszczuk	Rebecca	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
Boyles	Joe	Activity Bus Driver	\$10.50 per hour
Bullock	Jeff	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
Burns	Frank	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
D'Hooge	Joan	In-Town Driving	\$10.50 per hour
Distad	Gary	Activity Bus Driver	\$10.50 per hour
Jensen	John	Activity Bus Driver	\$10.50 per hour
Lantzer	Lee	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
Leap	Leslie (Bud)	In-Town Driving/Fueling	\$10.50 per hour
Lelek	Wayne	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
Pearson	Jim	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
Schaeffer	Kathleen	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
Tucek	Paul	Activity Bus Driver	\$10.50 per hour
Walker	Debbie	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
White	Albert	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour
Wood	Fred	Activity Bus Driver/In-Town Driving/Fueling	\$10.50 per hour

"EXHIBIT B"
PAGE 4 OF 9

<u>2013-2014 School Year</u>					
				Starting Salary	\$31,002.00
JUNIOR HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS					
Activity	Name	Positions	Index	Stipend	Date Approved
COORDINATOR	<i>Jim Daniels</i>	Co-Coordinator	0.0525	\$ 1,627.61	
	<i>Troy Henderson</i>	Co-Coordinator	0.0525	\$ 1,627.61	
BASKETBALL	<i>Brad Breidenbach</i>	Boys Head Coach	0.070	\$ 2,170.14	
	<i>Matt Donaldson</i>	Boys First Assistant	0.062	\$ 1,922.12	
	<i>Chuck Cloud</i>	Boys Assistant - 1	0.055	\$ 1,705.11	
		Boys Assistant - 2	0.055	\$ 1,705.11	
	<i>Sherry Breidenbach</i>	Girls Head Coach	0.070	\$ 2,170.14	
	<i>Kar Conner</i>	Girls First Assistant	0.062	\$ 1,922.12	
	<i>Lee Crouse</i>	Girls Assistant - 1	0.055	\$ 1,705.11	
		Girls Assistant - 2	0.055	\$ 1,705.11	
BUILDERS CLUB	<i>Kim Miller</i>	Advisor	0.015	\$ 465.03	
CHEERLEADERS	<i>Jennifer Pfau</i>	Head Coach	0.030	\$ 930.06	
		Assistant Coach	0.018	\$ 558.04	
CROSS COUNTRY	<i>Mary Kepler</i>	Head Coach	0.065	\$ 2,015.13	
FOOTBALL	<i>Brad Breidenbach</i>	Head Coach	0.065	\$ 2,015.13	
	<i>Matt Woody</i>	First Assistant	0.057	\$ 1,767.11	
	<i>Nolan Porter</i>	Assistant - 1	0.050	\$ 1,550.10	
	<i>Troy Henderson</i>	Assistant - 2	0.050	\$ 1,550.10	
INTRAMURALS			0.030	\$ 930.06	
MATHCOUNTS	<i>Katherine Spraggins</i>	Advisor	0.015	\$ 465.03	

"EXHIBIT B"
PAGE 5 OF 9

<u>2013-2014 School Year</u>					
				Starting Salary	\$31,002.00
JUNIOR HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS					
Activity	Name	Positions	Index	Stipend	Date Approved
MUSIC	<i>Lauren Ortman</i>	Instrumental Activities	0.034	\$ 1,054.07	
	<i>Lauren Ortman</i>	Vocal Activities	0.034	\$ 1,054.07	
	<i>Lauren Ortman</i>	Jazz Band	0.040	\$ 1,240.08	
	<i>Lauren Ortman</i>	Select Choir Director	0.040	\$ 1,240.08	
PHOTO CLUB	<i>Krystal Ferguson</i>	Advisor	0.015	\$ 465.03	
SKI CLUB	<i>Matt Donaldson</i>	Advisor	0.015	\$ 465.03	
STUDENT COUNCIL	<i>Mandy Eike</i>	Co-Advisor	0.0125	\$ 387.53	
	<i>Krystal Ferguson</i>	Co-Advisor	0.0125	\$ 387.53	
TRACK & FIELD	<i>Mary Kepler</i>	Head Coach	0.065	\$ 2,015.13	
	<i>Teresa Majerus</i>	First Assistant	0.057	\$ 1,767.11	
	<i>Brad Breidenbach</i>	Assistant - 1	0.050	\$ 1,550.10	
		Assistant - 2	0.050	\$ 1,550.10	
VOLLEYBALL	<i>Tara Taylor</i>	Head Coach	0.065	\$ 2,015.13	
	<i>Patti Petersen</i>	First Assistant	0.057	\$ 1,767.11	
	<i>Kris Gapay</i>	Assistant	0.050	\$ 1,550.10	
		Assistant	0.050	\$ 1,550.10	
WRESTLING	<i>Chad Armstrong</i>	Head Coach	0.065	\$ 2,015.13	
	<i>Mark Malone</i>	Assistant	0.050	\$ 1,550.10	
ELEMENTARY SCHOOLS ACTIVITY & ATHLETIC RECOMMENDATIONS					
COORDINATOR	<i>Jim Daniels</i>	Coordinator	0.065	\$ 2,015.13	

2013-2014 School Year

Starting Salary \$31,002.00

FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS

Activity	Name	Positions	Index	Stipend	Date Approved
CMY MENTOR ADVISOR	<i>Angela Woolett</i>	Co-Advisors	0.0175	\$ 542.54	
	<i>Shalon Wilson</i>	Co-Advisors	0.0175	\$ 542.54	
ANNUAL	<i>Diane Lewis</i>	Advisor	0.050	\$ 1,550.10	
ATHLETIC DIRECTOR	<i>Jim Daniels</i>	Director	0.195	\$ 6,045.39	
BASKETBALL	<i>Jeff Elliott</i>	Boys Head Coach	0.150	\$ 4,650.30	05/13/13
	<i>Justin Guyer</i>	Boys First Assistant	0.110	\$ 3,410.22	
	<i>Sam Helmer</i>	Boys Assistant - 1	0.090	\$ 2,790.18	
	<i>Deena Wier</i>	Girls Head Coach	0.150	\$ 4,650.30	05/13/13
	<i>Justin Jenness</i>	Girls First Assistant	0.110	\$ 3,410.22	
	<i>TBA</i>	Girls Assistant - 1	0.090	\$ 2,790.18	
BUSINESS PROFESSIONALS OF AMERICA	<i>Diane Lewis</i>	Advisor	0.0350	\$ 1,085.07	
CHEERLEADERS	<i>Megan Blake</i>	Head Coach	0.125	\$ 3,875.25	05/13/13
	<i>Taylre Sweeney</i>	Assistant	0.074	\$ 2,294.15	
CONCESSIONS	<i>Clubs</i>	Football	\$75 per game		
	<i>Clubs</i>	Volleyball	\$50 to \$75 per game		
	<i>Clubs</i>	Girls Basketball	\$75 per game		
	<i>Clubs</i>	Boys Basketball	\$75 per game		
	<i>Clubs</i>	Wrestling	\$50 per game/\$100 per day		
	<i>Clubs</i>	Track	\$100 per day		
	<i>Clubs</i>	Speech and Drama	\$100 per day		
	<i>Angela Woolett</i>	Orders		\$ 500.00	
CROSS COUNTRY -- B/G	<i>Susie Flentie</i>	Head Coach	0.125	\$ 3,875.25	05/13/13
	<i>Melanie Smith</i>	Assistant	0.085	\$ 2,635.17	

2013-2014 School Year

Starting Salary \$31,002.00

FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS

Activity	Name	Positions	Index	Stipend	Date Approved
F CLUB	<i>Victor Feller</i>	Advisor	0.015	\$ 465.03	
FFA	<i>Jared Long</i>	Advisor	0.110	\$ 3,410.22	
FCCLA	<i>Karen Durbin</i>	Advisor	0.035	\$ 1,085.07	
FOOTBALL	<i>Gary Gebert</i>	Head Coach	0.145	\$ 4,495.29	05/13/13
	<i>Victor Feller</i>	First Assistant	0.105	\$ 3,255.21	
	<i>Rick Wright</i>	Assistant - 1	0.085	\$ 2,635.17	
	<i>Troy Hudson</i>	Assistant - 2	0.085	\$ 2,635.17	
	<i>Steve Paulson</i>	Assistant - 3	0.085	\$ 2,635.17	
	NA	Assistant - 4	0.085	\$ 2,635.17	
	<i>Rich Nearhoof</i>	Field Preparation		\$ 700.00	
GOLF	<i>Jeff Friesen</i>	Head Coach	0.090	\$ 2,790.18	05/13/13
	<i>Brett Thackeray</i>	Assistant	0.055	\$ 1,705.11	
HONOR SOCIETY	<i>Rhonda Stenseth</i>	NHS Advisor	0.035	\$ 1,085.07	
INTRAMURALS w/Civic Ctr.	<i>TBA</i>	Coach	Paid by Agreement		
KEY CLUB	<i>Melanie Smith</i>	Co-Advisor	0.0235	\$ 728.55	
	<i>Sherry Breidenbach</i>	Co-Advisor	0.0235	\$ 728.55	
MAGAZINE SALES	<i>Angela Woolett</i>	Coordinator	0.020	\$ 620.04	
MEET MANAGEMENT		Track & Field		\$ 75.00	
		Cross Country		\$ 75.00	
		Volleyball		\$ 75.00	
		Wrestling		\$ 75.00	

2013-2014 School Year

Starting Salary

\$31,002.00

FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS

Activity	Name	Positions	Index	Stipend	Date Approved
MUSIC	<i>Karl Ortman</i>	FCPA Manager	0.065	\$ 2,015.13	
	<i>Karl Ortman</i>	Instrumental Activities	0.110	\$ 3,410.22	
	<i>Karl Ortman</i>	Jazz Band Director	0.040	\$ 1,240.08	
	<i>Christopher Hildebrant</i>	Vocal Activities	0.070	\$ 2,170.14	
	<i>Christopher Hildebrant</i>	Choralaires Director	0.040	\$ 1,240.08	
RENAISSANCE	<i>Jean Rogan</i>	Advisor	0.047	\$ 1,457.09	
SCHOOL NEWSPAPER		Co-Advisor	0.025	\$ 775.05	
		Co-Advisor	0.025	\$ 775.05	
SCHOOL PLAY		Co-Advisor	0.020	\$ 620.04	
		Co-Advisor	0.020	\$ 620.04	
SCIENCE	<i>Justin Guyer</i>	Science Bowl Advisor	0.035	\$ 1,085.07	
	<i>Justin Guyer</i>	Science Olympiad Advisor	0.020	\$ 620.04	
	NA	Envirothon Advisor	0.010	\$ 310.02	
SKI CLUB	<i>Luke Brandon</i>	Advisor	0.015	\$ 465.03	
SOFTBALL	<i>Mike Mangold</i>	Head Coach	0.125	\$ 3,875.25	05/13/13
	<i>Justin Jenness</i>	Assistant	0.085	\$ 2,635.17	
SPEECH & DRAMA	<i>Jessica Sower</i>	Head Coach	0.110	\$ 3,410.22	
	<i>TBA</i>	Assistant	0.075	\$ 2,325.15	
STUDENT GOVERNMENT	<i>Luke Brandon</i>	Advisor	0.047	\$ 1,457.09	
	<i>Meggan Cirrincione</i>	Assistant	0.023	\$ 713.05	
SkillsUSA	<i>Loren Drivdahl</i>	Advisor	0.035	\$ 1,085.07	

2013-2014 School Year

Starting Salary \$31,002.00

FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS

Activity	Name	Positions	Index	Stipend	Date Approved
TENNIS	<i>Diane Lewis</i>	Head Coach	0.145	\$ 4,495.29	05/13/13
	<i>Justin Guyer</i>	First Assistant	0.105	\$ 3,255.21	
	<i>NA</i>	Assistant	0.085	\$ 2,635.17	
TRACK & FIELD	<i>Steve Olson</i>	Head Coach	0.145	\$ 4,495.29	05/13/13
	<i>Vic Feller</i>	First Assistant	0.105	\$ 3,255.21	
	<i>Suzy Flentie</i>	Assistant - 1	0.085	\$ 2,635.17	
	<i>Gary Cecrle</i>	Assistant - 2	0.085	\$ 2,635.17	
VOLLEYBALL	<i>Tara Taylor</i>	Head Coach	0.145	\$ 4,495.29	05/13/13
	<i>Ashley Jenness</i>	First Assistant	0.105	\$ 3,255.21	
	<i>Jean Muragin</i>	Assistant	0.085	\$ 2,635.17	
WEIGHT ROOM	<i>TBA</i>	Co-Coordinator	\$15 / Hour up to	\$ 900.00	
	<i>TBA</i>	Co-Coordinator	\$15 / Hour up to	\$ 900.00	
WRESTLING	<i>Chad Armstrong</i>	Head Coach	0.145	\$ 4,495.29	05/13/13
	<i>Mark Malone</i>	First Assistant	0.105	\$ 3,255.21	

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

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

THURSDAY, August 22, 2013

SPECIAL BOARD MEETING

CALL TO ORDER (12:00 p.m. -- NOON)

1. ROLL CALL

TRUSTEES PRESENT:

Board Chair Stan Monger, Jeremy Bristol, Joe Irish, Jennifer Thompson,
Phil Koterba

STAFF ABSENT:

Barb Thomas, Monte Weeden

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah
Rhoades, Sandi Chamberlain, Scott Dubbs

OTHERS PRESENT:

Doreen Heintz-Lewistown News-Argus, Joe Zahler—KXLO/KLCM Radio,
Chris Rice, and other interested parties.

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

SUPERINTENDENT'S REPORT

3. REPORT—INVESTMENT

Interest earned and distributed for July 2013, was reported with \$4,699.45 in
the elementary funds and \$2,904.52 in the high school funds for a total of
\$7,603.97.

PUBLIC PARTICIPATION

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

Jason reminded the Trustees that the MTSBA Legal Primer is coming to
Lewistown in September for anyone interested in attending. Trustees
need to let Jason know by Wednesday, August 28, if wanting to attend.
MCEL will be taking place October 16-18, 2013, and all Trustees are
welcome to attend. Jason will need to know by September 20 if Trustees
are interested in attending. There was a correction to this year's school
calendar. Friday, February 21, 2014, is scheduled as a vacation day,
however this vacation day should be on Friday, February 28, 2014.
Updated calendars with a notice attached were printed and sent home
with each of the students. Jason will send information out to the staff
and public as well. Jason reported that there was vandalism at the
Junior High School last night with threatening language. The police
responded, performed a sweep of the school, and are investigating. Jason
will look into the possibility of adding outdoor video cameras at the
Junior High School.

ACTION ITEMS

CONSENT GROUP ITEMS

5. APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2013-2014 SCHOOL YEAR – Substitute Teacher/Aide List—Sarah Kortum; Substitute Custodian List—James Lafever; Substitute Bus Driver List—Joe Boyles, Dennis Noel (Bristol/Irish)

INDIVIDUAL ITEMS

6. APPROVE ELEMENTARY BUDGET FOR THE 2013-2014 FISCAL YEAR – approved unanimously (Koterba/Thompson).
7. APPROVE HIGH SCHOOL BUDGET FOR THE 2013-2014 FISCAL YEAR – approved unanimously (Bristol/Irish).
8. APPROVE PERSONNEL REPORT – See Exhibit A – Motion was made to accept the personnel report with Richard Burleigh's name removed – approved unanimously (Irish/Koterba).

ADJOURNMENT

The meeting was adjourned at 12:19 p.m. (Bristol).

STAN MONGER
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: August 22, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
BULLOCK, Jeffrey	Route Bus Driver	School District #1	Approve appointment on schedule— TRANSP Step 0 for up to 2.00 Hours per day for up to 179 days	August 22, 2013	See attached memo.
BURLEIGH, Richard	Route Bus Driver	School District #1	Approve appointment on schedule— TRANSP Step 0 for up to 5.50 Hours per day for up to 179 days	August 22, 2013	See attached memo.
LEAP, Leslie (Bud)	Route Bus Driver	School District #1	Approve appointment on schedule— TRANSP Step 0 for up to 4.50 Hours per day for up to 179 days	August 22, 2013	See attached memo.
NOEL, Dennis	Activity Bus Driver/In- Town Driver/Fueling	School District #1	Approve appointment on schedule at \$10.50 per hour on an as needed basis	August 22, 2013	See attached memo.
LAFEVER, Rosemary	Food Server/Cashier	Fergus High School	Approve appointment on schedule— FS/KA Step 0 for up to 3.00 hours per day for up to 181 days	August 22, 2013	See attached hiring recommendation.
KRAUSE, Josie	Volunteer Volleyball Coach	Fergus High School	Approve appointment on a volunteer basis	August 22, 2013	See attached memo.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

13

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees Prepared By: Sherry Martin Date: 09/09/2013

SUMMARY:

Approve claims paid through September 5, 2013, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2013 include: Stan Monger, Jeremy Bristol, Phil Koterba, and Barb Thomas.

****Need to select new Finance Committee members for October-December 2013.**

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

09/09/2013

Agenda Item No.

14 - 15

<u>Agenda Items</u>	<u>Additional Information</u>
14. Approve Additions to the Substitute List for the 2013-2014 School Year.	
15. Approve Fergus High School Class of 2017 Student Activity Account	

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

09/09/2013

Agenda Item No.

14

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

ITEM TITLE: APPROVE SUBSTITUTE LIST FOR THE 2013-2014 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Sandi Chamberlain Date: 09/09/2013

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:

Steven Adams
Joshua Alspaw
Adelaide Bailer
Eric Drissell
Kelly Henderson
Derree Kamp
Terry Selph
Rachel Troop

Substitute Custodian List:

Adelaide Bailer

Substitute School Food List:

Adelaide Bailer

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

09/09/2013

Agenda Item No.

15

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

ITEM TITLE: APPROVE FERGUS HIGH SCHOOL CLASS OF 2017 STUDENT ACCOUNT

Requested By: Board of Trustees Prepared By: Jerry Feller Date: 09/09/2013

SUMMARY:

A request is being made by the Class of 2017 to set up a student activity account with the Fergus High School Activity Funds. A memo from Jerry Feller, Fergus High School Principal, is attached.

SUGGESTED ACTION: Approve Opening a Class of 2017 Student Activity Account

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

Memorandum

To: Board of Trustees, Lewistown Public Schools
Cc: Jason Butcher, Supt.
From: Jerry Feller, FHS Principal
Date: September 5, 2013
Re: New Student Activity Accounts

Please forward this request to the School Board for a Student Activity Account at Fergus High School for the Class of 2017.

The Class of 2017 Student Activity Account is for the freshman class who should be bringing over monies from their account at the Junior High and will soon need an account as they intend to deposit and spend funds for dues and for Homecoming activities here at the high school.

Thank you,

Jerry Feller
FHS Principal

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

16

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

ITEM TITLE: FIRST READING—BOARD POLICY #7329 – PETTY CASH FUNDS

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 09/09/2013

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #7329—Petty Cash Funds.

Information being added to this policy has been highlighted.

SUGGESTED ACTION: Approve First Reading of Board Policy #7329—Petty Cash Funds

☒ 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

FINANCIAL MANAGEMENT

7329

Petty Cash Funds

The use of petty cash funds shall be authorized for specific purchases only. Those purchases will include individual purchases of supplies and materials under the amount of Thirty-Five Dollars (\$35), postage, delivery charges, and freight. Individual personal reimbursements which exceed Thirty-Five Dollars (\$35) should not be made from petty cash funds. Petty cash accounts will be maintained as cash on hand, and the total dollar amount of each petty cash account will be limited to:

- \$ 50 – Adult Education Office
- \$100 – District Business Office
- \$100 – Elementary Buildings – Highland Park, Garfield, Lewis & Clark
- \$100 – Lewistown Junior High School
- \$250 – School Food Service (\$100-Central Kitchen; \$75-Junior High; \$75-High School)
- \$400 – Fergus High School

Fergus High School and Lewistown Junior High School are further authorized to keep petty cash on hand for athletic events. These cash boxes will be limited to Six Hundred Dollars (\$600) and Three Hundred Dollars (\$300), respectively. Fergus High School is also authorized to keep a \$400 petty cash box on hand for concessions and other non-athletic events.

Each administrator of a school or department with a petty cash fund account may appoint and designate a fund custodian to carry out the bookkeeping and security duties. Moneys which are not specifically petty cash moneys shall not be co-mingled with the petty cash fund. At the conclusion of each school year, all petty cash funds must be closed out and the petty cash vouchers (and cash on hand from buildings that do not remain open during the summer) returned to the Business Manager for processing.

The District Business Office shall be responsible for establishing the procedures involving the use and management of petty cash funds.

Policy History:

Adopted on: June 28, 2004

Revised on: September 22, 2008

Revised on: November 10, 2008

Revised on: June 28, 2010

Revised on: February 11, 2013

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

17

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

ITEM TITLE: APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS
PROPERTY

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 09/09/2013

SUMMARY:

The Board of Trustees needs to approve the Notice of Resolution of Intent to Sell/Dispose of Surplus Property as stated on the attached notice.

SUGGESTED ACTION: Approve Notice of Resolution of intent to Sell/Dispose of Surplus Property

☒ 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						

NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY

WHEREAS, certain personal property owned by School District Number One and High School District Number One, Fergus County, Montana, has been determined by the Board of Trustees of said School Districts to be obsolete surplus, and unsuitable for school purposes because it is out of date and not usable, being described as follows:

***** SEE ATTACHED LIST OF SURPLUS PROPERTY *****

WHEREAS, an arrangement will be made to sell or otherwise dispose of said property in the most expeditious manner possible;

THEREFORE BE IT RESOLVED that the Trustees of said School Districts authorize the sale and disposal of the attached listed property.

BE IT FURTHER RESOLVED that this resolution will become effective 14 days after publication of the notice as required by 20-6-604, MCA.

DONE at Lewistown, Montana, this 9th day of September 2013.

ATTEST:

**STAN MONGER, CHAIR
BOARD OF TRUSTEES
SCHOOL DISTRICT NUMBER ONE
HIGH SCHOOL DISTRICT NUMBER ONE**

**REBEKAH RHOADES
BUSINESS MANAGER/CLERK
SCHOOL DISTRICT NUMBER ONE
HIGH SCHOOL DISTRICT NUMBER ONE**

To be published in the News Argus on September 11, 2013

P.O.

BIDDING INFORMATION

Any person's interested in purchasing any of the surplus items listed may submit a sealed bid for said purchase. Bids should be submitted to: Lewistown Public Schools, Attn: Rebekah Rhoades, 215 7th Ave South, Lewistown, MT 59457. Bidding will close on Tuesday, September 24, 2013, at 5:00 p.m. Bidders will be notified of the results. For general questions, please contact Rebekah Rhoades at 535-8777 x 116.

SURPLUS

September 2013

Highland Park:

Hewlett Packard DeskJet 694C – Tag #1127 – Works, but needs ink.
JVC boom box #1946
JVC boom box (no power cord) – No Tag#
Sharp VHS video camera #04453 – Not sure if it works

Garfield:

Listening Center cassette player – Tag# 03289 – DOES NOT WORK
RCA television – Tag #2111 – DOES NOT WORK
RCA television – Tag #1941
Panasonic camcorder – Not sure if it works
Magnavox VHS video camera – Tag #2114 or #04324 – not sure if it works
Video Disk Player – Tag #2110
Flat Bed scanner – Tag #05848 – not sure if it works

Junior High School:

HP Color Laserjet 1600 – DOES NOT WORK
Scantron 1300 machine – DOES NOT WORK
2 Upright Metal Cabinets

Fergus High School:

Bernette 600 Deco Embroidery machine with a Deco Scanner – Tags #04167, #1819, and #00471
6 Weight Lifting Benches
Neck Weight Machine – Tag #3092
Roland SN 143289 Keyboard – Tag #1494 – DOES NOT WORK
Yamaha SN 38634 Keyboard – Tag #02855 – DOES NOT WORK

Transportation:

Robinair Air Conditioning Recovery, Recycle, Recharging Machine for R-12 or R-134a – DOES NOT WORK
Farley's Explorer IV Steam Cleaner – Tag#04012 – BAD COIL, MAY WORK IF IT IS REPLACED
Sharp short metal rolling printer cart
Grill Guard for a 1994 GM pickup (no mounting hardware)

Lincoln Building:

Tahsin 27" Roll Laminator with heated rollers – Tag #BO 4840 – not sure if it works
23 CRT Monitors
2 LCD Monitors – DOES NOT WORK

Maintenance:

John Deere Model 930 mower w/72" front mounted deck

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

18

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

ITEM TITLE: APPROVE IDEA PART B FEDERAL FLOW-THROUGH APPLICATION TO CMLRCC
FOR SPECIAL EDUCATION EXPENSES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 09/09/2013

SUMMARY:

As in previous years, Lewistown Public Schools will apply for Federal Special Education Funds from Central Montana Learning Resource Center Cooperative (CMLRCC). These funds will be used to pay partial salaries and health insurance for Special Education Teachers and Assistants.

The Board of Trustees needs to consider and approve the School District's application for these needed funds.

SUGGESTED ACTION: Approve Flow-Through Application to CMLRCC

☒ **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						

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

215 7th Avenue South
Lewistown, MT 59457

Director (406) 535-7454
Staff (406) 535-9012

APPLICATION FOR CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE EHA FLOW-THROUGH

PART B X / PRE SCHOOL _____ (Check One)
2013-2014 SCHOOL YEAR

SECTION I

School Superintendent Jason Butcher Telephone 535-8777
School District Name Fergus High School Number 259
Address 215 7th Ave S
Lewistown, MT 59457
County Fergus

SECTION II

I, the undersigned authorized official of Fergus High School
School District Number 259 located in Fergus
County submit this application to the Central Montana Learning Resource Center Cooperative for
EHA Part B Flow-Through Funds. I also agree to provide the Central Montana Learning
Resource Center Cooperative with an end of the year evaluation report on expenditures of all
funds.

Superintendent or Authorized District Official

School Board Chairman

SECTION III

(Central Montana Learning Resource Center Cooperative Use Only)

Project Number _____

Budget Code _____

Amount _____

Date _____

SERVING SPECIAL STUDENTS IN
FERGUS, WHEATLAND, GOLDEN VALLEY, PETROLEUM, MUSSELSHELL AND JUDITH BASIN COUNTIES

SECTION IV

Please give a brief description of how you intend to use this money and a brief description on how you will evaluate or document your expenditure of funds to meet the objective.

OBJECTIVES	EVALUATION/DOCUMENTATION	COST
Salary & Benefits for para-professionals to provide instructional & behavioral support to students in intervention programs such as "Read Naturally," "Rewards," "Corrective Reading and Language."	Outcomes will be assessed based on curriculum-based measures, such as AMSWEB and on instructional materials progress monitoring data.	Salaries \$35,100.00 Benefits \$23,400.00 Travel _____ Materials _____ Equipment _____ Supplies _____ Other _____
OBJECTIVES	EVALUATION/DOCUMENTATION	COST
		Salaries _____ Benefits _____ Travel _____ Materials _____ Equipment _____ Supplies _____ Other _____
OBJECTIVES	EVALUATION/DOCUMENTATION	COST
		Salaries _____ Benefits _____ Travel _____ Materials _____ Equipment _____ Supplies _____ Other _____
TOTAL FUNDS APPLIED FOR		\$58,500.00

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

19

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

ITEM TITLE: APPROVE HIGH SCHOOL INDIVIDUAL TRANSPORTATION CONTRACT

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 09/09/2013

SUMMARY:

The Board of Trustees needs to approve the individual transportation contract for special education transportation for the 2013-2014 School Year.

This contract is for a high school student.

SUGGESTED ACTION: Approve High School Individual Transportation Contract

☐ 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

09/09/2013

Agenda Item No.

20

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

ITEM TITLE: APPROVE AMENDMENT TO THE MULTI-DISTRICT AGREEMENT FOR TECHNOLOGY SERVICES

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 09/09/2013

SUMMARY:

Due to Legislative changes to the law regarding cooperatives that were passed during the last Legislative session, the Board of Trustees needs to approve the changes as outlined in the Amendment to the Multi-District Agreement for Technology Services.

SUGGESTED ACTION: Approve Amendment to the Multi-District Agreement for Technology Services

☒ 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						

MULTI-DISTRICT AGREEMENT
AMENDMENT

This Multidistrict Agreement Amendment (hereinafter "Agreement") is entered into this ____ day of _____, 20__ by and between identify participating school districts Lewistown Elementary, Fergus High School, Denton Elementary, Denton High School, Grass Range Elementary, Grass Range High School, Harlowton Elementary School, Harlowton High School, Ayers Elementary, Roy K-12 Schools, Winifred K-12 Schools, Moore Elementary, Moore High School, Deerfield Elementary, Spring Creek Colony Elementary, King Colony Elementary, Hobson K-12 Schools, Judith Gap Elementary, Judith Gap High School, Stanford K-12 Schools, and the Central Montana Learning Resource Center Cooperative (collectively hereinafter "Districts").

The Agreement is amended as follows:

REMOVE:

In the Section beginning, "WHEREAS, an Agreement made pursuant to section 20-3-363, MCA, must be approved by the Board of Trustees of all Participating Districts", **REMOVE** the phrase "by April 1 of the current fiscal year in which the agreement is executed and by April 1 in any subsequent year to which the agreement applies"

6. Any and all amounts transferred into the Interlocal Cooperative Fund by each participating district must be transferred before April 1, 2014.

ADD:

10. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon 180 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 9 in the original Agreement shall apply.

11. 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.

As agreed on this ____ day of _____, 20 ____

Fergus High School (LE0259)
Prime Agency

Lewistown Elementary (LE258)
Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

MULTI-DISTRICT AGREEMENT
AMENDMENT

This Multidistrict Agreement Amendment (hereinafter "Agreement") is entered into this ____ day of _____, 20__ by and between identify participating school districts Lewistown Elementary, Fergus High School, Denton Elementary, Denton High School, Grass Range Elementary, Grass Range High School, Harlowton Elementary School, Harlowton High School, Ayers Elementary, Roy K-12 Schools, Winifred K-12 Schools, Moore Elementary, Moore High School, Deerfield Elementary, Spring Creek Colony Elementary, King Colony Elementary, Hobson K-12 Schools, Judith Gap Elementary, Judith Gap High School, Stanford K-12 Schools, and the Central Montana Learning Resource Center Cooperative (collectively hereinafter "Districts").

The Agreement is amended as follows:

REMOVE:

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6. Any and all amounts transferred into the Interlocal Cooperative Fund by each participating district must be transferred before April 1, 2014.

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11. 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.

As agreed on this ____ day of _____, 20 ____

Fergus High School (LE0259)
Prime Agency

Fergus High School (LE259)
Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/09/2013

Agenda Item No.

21

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 09/09/2013

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: September 9, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
BENES, Pat	Paraprofessional	Highland Park Elementary School	Approve revision of contract to reflect change in hours due to additional duties needed – change from 7.00 hours per day to 7.50 hours per day	August 22, 2013	See attached memo.
DARRINGTON, Andrea	Paraprofessional	Highland Park Elementary School	Approve revision of contract to reflect change in hours due to additional duties needed – change from 7.00 hours per day to 7.50 hours per day	August 22, 2013	See attached memo.
FRY, Judy	Paraprofessional	Highland Park Elementary School	Approve revision of contract to reflect change in hours due to additional duties needed – change from 7.00 hours per day to 7.50 hours per day	August 22, 2013	See attached memo.
MCLENDON, Darcy	Paraprofessional	Highland Park Elementary School	Approve revision of contract to reflect change in hours due to additional duties needed – change from 6.50 hours per day to 7.50 hours per day	August 22, 2013	See attached memo.
PRINDLE, Lynne	Paraprofessional	Garfield Elementary School	Approve revision of contract to reflect change in hours due to additional duties needed – change from 7.00 hours per day to 7.50 hours per day	August 22, 2013	See attached memo.
STANDLEY, Sue	Paraprofessional	Garfield Elementary School	Approve revision of contract to reflect change in hours due to additional duties needed – change from 7.00 hours per day to 7.50 hours per day	August 22, 2013	See attached memo.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: September 9, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
GATES, David	Custodian	Lewis and Clark Elementary School	Accept letter of resignation	August 31, 2013	See attached letter.
STANTON, Jeana	Food Server/Cashier	Fergus High School	Approve appointment on schedule— FS Step 0 for up to 4.25 hours per day for up to 173 days	August 30, 2013	See attached memo.
NOEL, Cindy	Route Bus Driver	School District #1	Approve appointment on schedule— TRANSP Step 0 for up to 5.50 hours per day for up to 179 days	September 9, 2013	See attached memo.
NOEL, Cindy	Activity Bus Driver/In-Town Driver/Fueling	School District #1	Approve appointment on schedule at \$10.50 per hour on an as needed basis	September 9, 2013	See attached memo.
WILSON, Ryan	Paraprofessional	Fergus High School	Approve revision of contract to reflect change in hours due to additional duties needed – change from 4.00 hours per day to 7.00 hours per day	August 22, 2013	See attached memo.
ORTMAN, Karl	Instrumental Music Director	Fergus High School	Approve Out-of-State Travel to attend the Oktubafest at the International Peace Garden on the Manitoba/North Dakota Border	October 4-7, 2012	See attached memo.
MURPHY, Jill	Assistant Girls Basketball Coach	Fergus High School	Approve appointment on schedule— (0.090)	September 9, 2013	See attached memo.
BLAZICEVICH, Jenifer	Builder's Club Advisor	Lewistown Junior High School	Approve appointment on schedule— (0.015)	September 9, 2013	See attached memo.

Memorandum

To: Jason Butcher, Superintendent
From: Matt Lewis, Garfield/Highland Park Elementary Principal
Date: August 22, 2013
Re: Contract Revisions

Following is a recommendation for contract revisions for the following Paraprofessionals to reflect changes in hours due to additional duties needed:

Highland Park

Pat Benes	Current Contract – 7.00 hrs/day	Revised Contract – 7.50 hrs/day
Andrea Darrington	Current Contract – 7.00 hrs/day	Revised Contract – 7.50 hrs/day
Judy Fry	Current Contract – 7.00 hrs/day	Revised Contract – 7.50 hrs/day
Darcy McLendon	Current Contract – 6.50 hrs/day	Revised Contract – 7.50 hrs/day

Garfield

Lynne Prindle	Current Contract – 7.00 hrs/day	Revised Contract – 7.50 hrs/day
Sue Standley	Current Contract – 7.00 hrs/day	Revised Contract – 7.50 hrs/day

Assignments for the above paras were not determined at the time contracts were offered in June 2013. Once the needs of the students were assessed and the remainder of the hiring was completed the following changes to hours became necessary to be able to cover the needs of the students, playground duty, lunch duty, etc.

Thank you for your consideration of this request.

Matt Lewis
Elementary Principal

April 25, 2013

School District 1 Administration

APR 30 2013
This letter is to notify you that I, David S. Gates, intend to seek the bliss of retirement. The proposed effective date of this event will be August 22, 2013. Please keep me informed of any and all additional actions that will need to be taken to facilitate this matter.

Also, I request that, as much as possible, this information be treated as confidential.

Thank You.

David S Gates

Memorandum

To: Jason Butcher, Superintendent
From: Amie Friesen, School Food Service Director
Date: August 28, 2013
Re: Hiring Recommendation

The following is a hiring recommendation for the open position with the School Food Service:

Jeana Stanton

Food Server/Cashier (FHS)

FS Step 0

up to 4.25 hours/day – 5 days per week
for up to 173 days

Jeana will serve breakfast three days per week and lunch five days. This averages to be 4.25 hours per day over a two week period. The effective date of hire is August 30, 2013, pending Board approval.

Memorandum

To: Jason Butcher, Superintendent
From: Steve Klippenes, Transportation Director
Date: August 29, 2013
Re: Bus Driver Contracts

Following is a recommendation for a Bus Route Driver contract for the 2013-2014 School Year:

Cindy Noel Route 1 for up to 5.50 hours per day

Cindy will also need to be approved for the following Extra Duty Contracts:

Cindy Noel Activity Bus Driver/In-Town Driver/Fueling \$10.50 per hour

Thank you.

Memorandum

To: Jason Butcher, Superintendent
From: Jerry Feller, Fergus High School Principal
Date: August 22, 2013
Re: Contract Revision

Following is a recommendation for a contract revision for the following Paraprofessional to reflect changes in hours due to additional duties needed:

Ryan Wilson

Current Contract – 4.00 hrs/day Revised Contract – 7.00 hrs/day

Ryan was originally hired to fill the half-time paraprofessional position that was available. Due to the number of students needing services from the Special Education Department a full-time paraprofessional is needed.

Thank you for your consideration of this request.

Jerry Feller
FHS Principal

Memorandum

To: Board of Trustees, Lewistown Public Schools
Cc: Jason Butcher, Superintendent
From: Jerry Feller, FHS Principal
Date: August 30, 2013
Re: Out-of-State Travel Request

This memo is written in support of an out-of-state travel request for Karl Ortman to attend “Oktubafest 2013”, October 4-6, 2013 at the International Peace Garden on the Manitoba/North Dakota border.

Karl is a current member of the International Tuba Euphonium Quartet. While at the event, he will attend clinics and workshops in the area of chamber music. The information and training that he receives will be shared with the students in his classrooms.

Karl Ortman is asking for professional days on Friday, October 4, 2013, and Monday, October 7, 2013.

There will be no event or travel costs to the District for this trip.

"OKTUBAFEST 2013"
2013 Tentative Schedule

Friday, October 4

- 4:00 PM Registration and check-in to dorms begins, Burdick Center
- 6:00 – 7:15 PM Supper "Kraut & Brats", Peterson Dining Hall
- 7:30 PM Welcome and Orientation, Burdick Center
Recital: Jason Ham and Marty Erickson
- 9:30 PM Oktubafest German Band (adult participants only)
-alternative activities for kids

Saturday, October 5

- 7:30-8:30 AM Breakfast, Peterson Dining Hall
- 9:00 AM Massed Choir Rehearsal
- 10:30-11:30 AM Tuba/Euphonium Master Classes
Jason Ham and Marty Erickson
- 12:00 PM Lunch, Peterson Dining Hall
- 1:00 PM Quartet and Tuba/Euphonium Ensemble Repertoire Session
- 2:00 PM Massed Choir Rehearsal
- 4:30 PM Soloist Recital
- 5:00-7:00 PM Supper "Bavarian Style Foods", Peterson Dining Hall
- 7:00 PM Tribute to Harold Brasch
- 7:30 PM Concert—Massed Choir and Jason Ham and Marty Erickson
- 9:30 PM Oktubafest German Band (adult participants only)
-alternative activities for kids

Sunday, October 6

- 7:30-8:30 AM Breakfast, Peterson Dining Hall
- 9:00 AM Tuba Sunday Morning Rehearsal
- 11:00 AM Tuba Sunday Morning
- 12:00 PM Lunch, Peterson Dining Hall
- 1:00 PM Check out of dormitories
- 2:00-4:00 PM TubaChristmas Preview Reading Session



FERGUS HIGH SCHOOL
Jim Daniels, Athletic Director
Jeff Elliott, Activities Director
Wendy Pfau, Athletic Secretary
(406) 535-2321 Fax: (406) 535-3835

TO: Jason Butcher, Superintendent of Schools
FROM: Jim Daniels, Athletic Director / Jeff Elliott, Activities Director
DATE: August 22, 2013
RE: Extracurricular Contract(s)

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

Fergus High School:

Girls Basketball

Jill Murphy	Assistant Coach	(0.090)	\$2,790.18
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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: August 29, 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:

Builder's Club

Jenifer Blazicevich	Advisor	(0.015)	\$519.70
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Kim Miller was approved as the advisor at the August 12, 2013, Board Meeting, but has decided not to take this position. Jenifer has agreed to be the advisor for this club.

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