

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, December 8, 2014

REGULAR BOARD MEETING

CALL TO ORDER (6:00 p.m.)

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

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

SUPERINTENDENT'S REPORT

6. Report—Election Information
7. Report—Budget 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 November 10, 2014, Regular Board Meeting

APPROVAL OF CLAIMS

12. Claims

INDIVIDUAL ITEMS

13. Discussion and Possible Action on Offering a Retirement Incentive
14. First Reading—Board Policy #3310 – Student Discipline
15. First Reading—Board Policy #3311 – Firearms and Weapons
16. First Reading—Board Policy #4332 – Conduct on School Property
17. First Reading—Board Policy #5225 – Tobacco Free Policy
18. First Reading—Board Policy #5334P – Vacations
19. Approve Additions to the Substitute List for the 2014-2015 School Year
20. Approve Personnel Report

EXECUTIVE SESSION

21. 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

12/08/2014

Agenda Item No.

3

☐ 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: 12/08/2014

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>						
Bailey						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

FHS SCHOOL BOARD REPORT

Jessica Kindzerski

December 10, 2014

Page 1 of 2

Key Club:

- Hospice Fundraiser at Jack's Hanger on November 30
- 7-8 helpers
- Baked and delivered cookies for nursing home residents
- Care packages for over sea soldiers
- Box at the office for donations

FCCLA:

- Thanksgiving pie sales
- Sold and made 508 pies
- FFA, Skills USA, and BPA Food Drive
- Picking up cans on the 15th and will be delivered to the Food Bank
- Preparing state projects
- State- March

BPA:

- Pizza sales for Nationals and State
- Due next week

Mentoring

- Monthly lunch next week at the grade schools
- Christmas skating party at the Civic Center December 14

FFA

- Leadership Conference 5th and 6th
- Winter District 11th in Denton
- Qualify for state the team will go to Billings in March

FHS SCHOOL BOARD REPORT

Jessica Kindzerski

December 10, 2014

Page 2 of 2

Spanish Club

- Selling chocolates to raise money for language day
- U of M

Graduation Matters

- Trip to Billings on the December 11 tour the campus
- College in a Day – December 12 in Great Falls
- Next Wednesday, JSEC pizza luncheon
- Local manufacturers, interview skills, getting a job, maintaining a job

Ski Club

- Matt Lewis – Advisor
- Meeting 2 weeks ago
- Handed out rental cards and signup sheets
- December 22 – First trip to Showdown

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

4

☐ 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: 12/08/2014

SUMMARY:

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

Attached is the list for Standing Committees of the Board for the 2014-2015 School Year.

SUGGESTED ACTION: Informational Report

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

STANDING COMMITTEES OF THE BOARD
2014-2015 School Year

Committee	Number on Comm.	CJ Bailey	Jeremy Bristol	Phil Koterba	Shelley Poss	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
2014-2015 School Year

Committee	Number on Comm.	CJ Bailey	Jeremy Bristol	Phil Koterba	Shelley Poss	Barb Thomas	Jennifer Thompson	Monte Weeden
Activities	2	X			X			
Curriculum Committees:								
Communication Arts	1			X				
Math	1					X		
Science	1						X	
World Languages	1				X			
Health Insurance Program	2			X			X	
School Calendar	0							
Vocational Advisory Council	1		X					

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

5

☐ 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: 12/08/2014

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>						
Bailey						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

6

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

ITEM TITLE: REPORT—ELECTION INFORMATION

Requested By: Superintendent Prepared By: Rebekah Rhoades Date: 12/08/2014

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on the election calendar and procedures for 2015.

Attached are the Terms of Office Listing and the 2015 School Election Calendar.

Board members terms of office that are due to expire in 2015 include: CJ Bailey, Jeremy Bristol, and Monte Weeden.

SUGGESTED ACTION: Informational

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Bristol						
Koterba						
Poss						
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 2015	Expire 2016	Expire 2017
SCHOOL DISTRICT #1	Jeremy Bristol Monte Weeden CJ Bailey	Phillip R. Koterba Jennifer Thompson	Shelley Poss Barb Thomas (Open Seat)

School District #1 One (1) - Two (2) Year Term and Two (2) - Three (3) Year Terms:

_____ 2 year term (to expire in 2017)

_____ 3 year term (to expire in 2018)


_____ 3 year term (to expire in 2018)

Petitions Filed for Nomination of School Board Trustee:

SCHOOL ELECTIONS CALENDAR 2015

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 21 through Thursday, March 26	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>	20-3-305 20-3-344
Within 5 days of becoming a candidate	Friday, December 26 through Tuesday, March 31	Contact the Montana Commissioner of Political Practices (MCPP) 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 24	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 6	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)). One plan must be submitted for each election.	13-19-205
At least 40 days before	Thursday, March 26	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 27	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, March 31	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 3	Deadline to notify election judges of appointment.	13-4-102
30 days before	Monday, April 6	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 6	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 6	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 20-20-312
Not less than 20 days, or more than 30 days before	Sunday April 5 through Wednesday, April 15	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 9 (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 10	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 10	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 10 through Monday, April 20	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 15	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 4 (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 4	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 5	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 20	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 11 through Monday, May 25	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 5 days of receipt of notice from the election administrator	Monday, May 11 through Monday, May 25	Deadline for convening the School Recount Board. When a tie vote has been certified to the election administrator or conditions have been met for filing a recount petition, the board shall convene at its usual meeting place to perform a recount. The recount must be completed within 5 days of receipt of official canvas or recount petition.	13-16-204 20-20-420
Within 15 days of election	Wednesday, May 20	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 23 through Monday, May 25	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	Monday, June 1	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
Within 15 days after receipt of certificate of election	Thursday, June 4	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

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

12/08/2014

Agenda Item No.

7

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

ITEM TITLE: REPORT—BUDGET UPDATE

Requested By: Superintendent Prepared By: Rebekah Rhoades Date: 12/08/2014

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2015-2016 General Fund Budgets.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

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: 12/08/2014

SUMMARY:

Below is the interest earned and distributed for November 2014:

Elementary \$

High School \$

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

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:** 12/08/2014

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.

- ❖ December Enrollment Count
- ❖ 2015-2016 School Calendar
- ❖ Airport Board Meeting—Request Extension of Bus Barn Lease for Another Year
- ❖ FHS Choir Concert—Tuesday, December 9, 2014—7:00 p.m.—FCPA
- ❖ LJHS Choir Concert—Thursday, December 11, 2014—7:00 p.m.—LJHS Auditorium
- ❖ PTO Meeting—Monday, December 15, 2014—7:00 p.m.—LJHS
- ❖ LJHS Band Concert—Tuesday, December 16, 2014—7:00 p.m.—LJHS Auditorium
- ❖ No School—December 22, 2014 – January 2, 2015—Winter Break
- ❖ LJHS VB— Practice Begins —Monday, January 5, 2015
- ❖ Lewis & Clark Geography Bee—Tuesday, January 6, 2015—12:45 p.m.—FCPA
- ❖ FHS FCCLA Chapter Meeting—Tuesday, January 6, 2015—6:30 p.m.
- ❖ Eagle Booster Meeting—Tuesday, January 6, 2015—7:00 p.m.
- ❖ Home Athletic Games/Meets:
 - BBB/GBB (C) vs. Harlowton—Monday, December 8, 2014—5:30/7:00 p.m.
 - WR (V/JV) – Fergus Mixer—Thursday, December 11, 2014—4:00 p.m.
 - WR vs. Havre—Tuesday, December 16, 2014—6:00 p.m.
 - GBB vs. Billings Ctrl—Friday, December 19, 2014—4:00/5:30/7:00 p.m.
 - BBB/GBB vs. Huntley Project—Saturday, December 20, 2014—2:00/3:30/5:00 p.m.
 - GBB vs. Fairfield—Friday, January 9, 2015—4:00/5:30 p.m.
 - GBB vs. Havre—Saturday, January 10, 2015—3:00/4:30/6:00 p.m.

SUGGESTED ACTION: Informational

☒ Additional Information Attached

LEWISTOWN PUBLIC SCHOOLS

Enrollment History
December 1, 2014

Grade	Fall 2006	Spring 2007	Fall 2007	Spring 2008	Fall 2008	Spring 2009	Fall 2009	Spring 2010	Fall 2010	Spring 2011	Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Winter 2013	Spring 2014	Fall 2014	Winter 2014
Pre-K	7	6	6	17	8	15	3	4	4	5	0	0							
Kindergarten	114	112	94	92	92	95	73	72	85	86	98	98	87	89	98	99	101	97	96
1st Grade	97	98	107	103	91	91	89	90	72	74	82	84	95	97	85	88	86	95	95
2nd Grade	90	92	95	94	101	101	90	88	90	99	75	75	81	79	95	97	95	82	82
3rd Grade	97	100	95	95	97	96	99	99	82	81	99	99	72	75	82	82	83	94	96
4th Grade	87	88	96	92	93	95	93	94	102	101	85	83	103	104	73	73	74	75	77
5th Grade	90	92	86	88	89	87	96	97	92	94	99	94	82	86	101	102	101	78	79
6th Grade	108	108	93	92	92	87	86	86	89	90	95	99	97	97	84	82	80	98	97
7th Grade	113	111	110	109	91	90	89	92	90	94	93	94	100	101	91	91	94	79	81
8th Grade	115	114	108	110	105	106	77	78	93	93	90	90	90	90	103	103	103	98	98
9th Grade	116	111	111	109	106	107	103	98	79	79	95	91	88	89	89	89	90	98	98
10th Grade	106	104	108	104	108	105	100	98	97	97	81	74	94	91	88	86	87	89	87
11th Grade	115	109	104	102	96	99	105	106	100	100	93	85	78	76	85	83	82	85	83
12th Grade	99	97	99	99	101	101	94	93	102	97	96	95	88	88	73	73	73	82	81
	Fall 2006	Spring 2007	Fall 2007	Spring 2008	Fall 2008	Spring 2009	Fall 2009	Spring 2010	Fall 2010	Spring 2011	Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Winter 2013	Spring 2014	Fall 2014	Winter 2014
K-6	683	690	666	656	655	652	626	626	612	625	633	632	617	627	618	623	620	619	622
7-8	228	225	218	219	196	196	166	170	183	187	183	184	190	191	194	194	197	177	179
9-12	436	421	422	414	411	412	402	395	378	373	365	345	348	344	335	331	332	354	349
Grand Total	1347	1336	1306	1289	1262	1260	1194	1191	1173	1185	1181	1161	1155	1162	1147	1148	1149	1150	1150

Lewistown Public Schools 2015-2016 School Calendar

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		







April						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

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

August 24	New Staff Orientation
August 25-26	All Staff Orientation/PIR
October 15-16	Staff Development Days - Teachers Convention
November 4-5	Parent Teacher Conferences (Evening on Nov 4, All Day on Nov 5)
January 18	PIR
April 5	Parent Teacher Conference (Conference-Evenings ONLY--Regular School Day for Students)
Floater	PIR

	New Teacher Orientation
	First/Last Day of School (Last day - out @ 1:30 p.m.)
	End of Quarter (1st & 3rd Quarters)
	Midterms
	End of Semester (2nd & 4th Quarters)
	School Dismissed--1:30 p.m.

Holidays/Vacations

September 7	Labor Day
October 15-16	Fall Vacation (Teachers - Convention)
November 5	Parent Teacher Conferences (Vacation Day for Students)
November 6	Vacation Day
November 25-27	Thanksgiving Vacation
December 23-January 1	Winter Break
January 18	PIR (Vacation Day for Students)
March 28	Spring Break

LEWISTOWN PUBLIC SCHOOLS
2015-2016 SCHOOL CALENDAR

A. Pupil Instruction

First Semester					90 Days	Second Semester					89 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug	27	--	Aug 28	2	First Week	Jan	25	--	Jan 29	5
Second Week	Aug	31	--	Sept 4	5	Second Week	Feb	1	--	Feb 5	5
Third Week	Sept	8	--	Sept 11	4	Third Week	Feb	8	--	Feb 12	5
Fourth Week	Sept	14	--	Sept 18	5	Fourth Week	Feb	15	--	Feb 19	5
Fifth Week	Sept	21	--	Sept 25	5	Fifth Week	Feb	22	--	Feb 26	5
Sixth Week	Sept	28	--	Oct 2	5	Sixth Week	Feb	29	--	Mar 4	5
Seventh Week	Oct	5	--	Oct 9	5	Seventh Week	Mar	7	--	Mar 11	5
Eighth Week	Oct	12	--	Oct 14	3	Eighth Week	Mar	14	--	Mar 18	5
Ninth Week	Oct	19	--	Oct 23	5	Ninth Week	Mar	21	--	Mar 25	5
Tenth Week	Oct	26	--	Oct 30	5						45
					44						
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Nov	2	--	Nov 4	3	First Week	Mar	29	--	Apr 1	4
Second Week	Nov	9	--	Nov 13	5	Second Week	Apr	4	--	Apr 8	5
Third Week	Nov	16	--	Nov 20	5	Third Week	Apr	11	--	Apr 15	5
Fourth Week	Nov	23	--	Nov 24	2	Fourth Week	Apr	18	--	Apr 22	5
Fifth Week	Nov	30	--	Dec 4	5	Fifth Week	Apr	25	--	Apr 29	5
Sixth Week	Dec	7	--	Dec 11	5	Sixth Week	May	2	--	May 6	5
Seventh Week	Dec	14	--	Dec 18	5	Seventh Week	May	9	--	May 13	5
Eighth Week	Dec	21	--	Dec 22	2	Eighth Week	May	16	--	May 20	5
Ninth Week	Jan	4	--	Jan 8	5	Ninth Week	May	23	--	May 27	5
Tenth Week	Jan	11	--	Jan 15	5						44
Eleventh Week	Jan	19	--	Jan 22	4						
					46						

Totals

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

August 24-25	PIR	2.00
October 15-16	Staff Development Days - Teachers Convention	2.00
November 4-5	Parent Teacher Conferences (Evening on Nov 4, All Day on Nov 5)	1.50
January 18	PIR	1.00
April 5	Parent Teacher Conferences - Evening <u>ONLY</u> (Regular Day for Students)	0.50
Floater	PIR	1.00
		8.00

Holidays / Vacations (Dates Inclusive)

C.

September 7	Labor Day
October 15-16	Fall Vacation (Teachers - Convention)
November 5	Parent Teacher Conferences (Vacation Day for Students)
November 6	Vacation Day
November 25-27	Thanksgiving Vacation
December 23-January 1	Winter Break
January 18	PIR (Vacation day for Students)
March 28	Spring Break

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

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: 12/08/2014

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	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

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: 12/08/2014

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the November 10, 2014, 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>						
Bailey						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**LEWISTOWN JUNIOR HIGH SCHOOL
914 West Main Street
Lewistown MT 59457**

MONDAY, November 10, 2014

**BOARD ROUNDTABLE DISCUSSION – JUNIOR HIGH STAFF
LJHS FACS ROOM – 5:30 P.M. TO 6:30 P.M.**

REGULAR BOARD MEETING – LJHS ART ROOM

CALL TO ORDER (6:35 p.m.)

1. **ROLL CALL**

TRUSTEES PRESENT:

Board Chair Barb Thomas, CJ Bailey, Jeremy Bristol, Phil Koterba, Shelley Poss, Jennifer Thompson, Monte Weeden

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Sandi Chamberlain, Paula Drissell, Sue Lutke, Bobbie Atchison, Newell Roche, Scott Dubbs, Tim Majerus, Teresa Majerus, Jerry Feller, Jim Daniels, Susie Flentie, Melanie Smith, Meghan Gayle, Polly Weichel

OTHERS PRESENT:

Chris Rice – CMLRCC, Doreen Heintz—News Argus, Zane Fulbright, Chris Miller, Judi Sipe, Dean Comes, Laura Flugge, Debbie Parsons, and other interested parties.

2. **PLEDGE OF ALLEGIANCE**

The group recited the Pledge of Allegiance

BOARD OF TRUSTEES

3. **REPORT—STUDENT REPRESENTATIVE**

Jessica Kindzerski was unable to attend the meeting to report. No report was submitted for the agenda.

4. **REPORT—COMMITTEES OF THE BOARD**

The Activities Committee (Shelley Poss and CJ Bailey) met on Tuesday, October 21, 2014, at 7:00 a.m. to discuss the Girls Softball/Boys Cross Country Program. Jeremy Bristol also attended this meeting, as he was on the Board when the program was initially set up. Jason shared a brief historical perspective of the program. Rebekah gave a financial summary of the program for the last 3 years, sharing data from both the FHS Activities and District Accounts. Chris Miller, representing the Girl's Fastpitch Softball/Boy's Cross Country Association (aka the Association), proposed that the District come up with half (\$12,500) of the girls softball/boys cross country expenses in a phased approach. Mr. Miller proposed \$5000 in the 2015-16 school year and then work towards the half over the following few years. Susie Flentie, FHS Cross Country Coach, reported that the parents are very active with fundraising and appreciated their efforts in keeping these programs running. Jim Daniels, Athletic Director, stated he wished in the future that the District would be able to fund the program and does not want to see the programs go away, but reiterated that the budget is tight for both this year and next.

4. **REPORT—COMMITTEES OF THE BOARD (CONTINUED)**

Laura Flugge asked if any of the activity fee goes toward girls softball/boys cross country. It was explained that all the activity fees go into the General Athletic Fund and that none of that money is earmarked specifically for individual sports. Chris Miller reported that gate receipts do not bring in enough money to make it worthwhile to collect and that the concessions are run by the Lewistown Youth Baseball/Softball Association. Debbie Parsons asked that the Board consider the quantity of fundraising going on in the school district and community. Mrs. Parsons thanked the Board for listening to their concerns and considering their request. Dean Comes reported that the program is currently about \$5000 short of the \$25,000 required by March 1, 2015. Judi Sipe shared that the organization is currently running fundraisers to make up the \$5000 shortfall that they are currently facing. Dean Comes asked if Softball can take place for the 2015 Spring Season if they do not have 2015-2016 paid for by March 1, 2015. Superintendent Jason Butcher stated that the Association will need to come back to the Board to report their situation in February if they are not able to meet the required \$25,000 and request an amendment to the by-laws that would provide an extension and allow the season to start.

5. **CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.**

No items were discussed.

6. **DISCUSSION—POSSIBLE RETIREMENT INCENTIVE**

The Board of Trustees discussed the option of offering a retirement incentive this year for the certified staff. This will be brought back at the December Board Meeting for discussion and as an action item with more information as to the number of staff that would qualify to retire under TRS and/or be interested in retiring at the end this contract year.

SUPERINTENDENT'S REPORT

7. **OTHER ITEMS**

Superintendent Jason Butcher reported on the success of the Parent/Teacher Conferences. Mr. Butcher shared with the Board about Lieutenant Governor Angela McLean's upcoming visit. The Trustees discussed whether or not they wanted to participate in the Montana Quality Education Coalition and pay the 2015 Annual MQEC dues. The consensus of the Board was not to join. Superintendent Butcher reminded the Trustees that his evaluation would be conducted in Executive Session following the December 8, 2014, Board meeting. Jason encouraged the Board to attend the Veteran's Day Presentation put on by the Junior High Students scheduled for Tuesday, November 11 at 2:00 p.m. The Board also reviewed dates for upcoming events in the District. Rebekah reported that interest earned and distributed for October 2014, was reported as \$2,460.15 in the elementary funds and \$1,861.99 in the high school funds for a total of \$4,322.14.

PUBLIC PARTICIPATION

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

Zane Fulbright reported that he was fortunate to attend the Expedition Yellowstone trip with the Lewistown Junior High School as a parent chaperone and wanted to thank the Board for the opportunity. Mr. Fulbright is also on the Board for the Community Cupboard and wanted to report on the Food Drive that he had requested the schools participate in at a previous Board Meeting. The Food Drive was extremely successful, bringing in 2100 lbs. of food, well exceeding their goal of 1300 lbs. Zane thanked the District for their participation and help. Jason added that the FCCLA did a great job rallying the students at all of the schools and putting the drive together.

ACTION ITEMS
MINUTES

9. MINUTES OF THE OCTOBER 13, 2014, REGULAR BOARD MEETING – approved unanimously with the amendment that Jessica Kindzerski, student representative to the Board, reported on upcoming activities at Fergus High School. (Bailey/Thompson).

APPROVAL OF CLAIMS

10. CLAIMS – the claims referenced in the 2014-2015 Bill Schedule and submitted through November 6, 2014, were approved unanimously (Koterba/Bailey). The Finance Committee for October-December 2014 are Board Chair Barb Thomas, Phil Koterba, CJ Bailey, and Monte Weeden.

INDIVIDUAL ITEMS

11. APPROVE REQUEST FOR EXTENSION OF LEWISTOWN PUBLIC SCHOOLS BUS ROUTE 8 – approved unanimously (Koterba/Weeden).
12. APPROVE AGREEMENT BETWEEN LEWISTOWN PUBLIC SCHOOLS AND THE CITY OF LEWISTOWN – approved unanimously (Weeden/Bristol).
13. APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN THE LEWISTOWN PUBLIC SCHOOLS – approved unanimously (Weeden/Bailey).
14. APPROVE THE ARCHITECTURAL AND ENGINEERING SERVICES PROPOSAL FROM A&E ARCHITECTS FOR THE LEWISTOWN PUBLIC SCHOOLS BUS BARN ADDITION AND REMODEL – approved unanimously (Weeden/Koterba).
15. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2014-2015 SCHOOL YEAR – Substitute Teacher/Aide List—Lee Stahl, Brett Thackeray; Substitute Bus Driver List—Lee Stahl; Substitute Custodian List—Shelley Perlichek, Chanoknan (Phen) Samudwech; Substitute School Food List—Shelley Perlichek, Laurie Wolgast – approved unanimously (Bristol/Bailey).
16. APPROVE PERSONNEL REPORT – See Exhibit A – approved unanimously (Thompson/Weeden)

ADJOURNMENT

The meeting was adjourned at 7:48 p.m. The next regular meeting will be held on December 8, 2014, at 6:00 p.m. at the Lincoln Board Room (Bristol – unanimous).

BARBARA THOMAS
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: November 10, 2014

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
ARMSTRONG, Chad	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 27, 2014 – June 4, 2015	Chad is teaching a section of Driver’s education during each semester at Fergus High School. Driving time for students will be after normal school hours.
MCCONNELL, Dave	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 27, 2014 – June 4, 2015	Dave will only be assisting in the behind-the-wheel driving instruction.
DEFFINBAUGH, Gary	Custodian	Fergus High School	Approve appointment on schedule—MAINT II Step 0 for up to 8.0 hours per day for up to 260 days per year (167 days for the remainder of 2014-2015 FY)	November 10, 2014	See attached hiring recommendation.
MARCINIAK, Raymond “Levi”	Paraprofessional	Lewistown Junior High School	Approve appointment on schedule—PARA Step 0+CERT for up to 8.0 hours per day for up to 148 days for the remainder of the 2014-2015 School Year	October 21, 2014	See attached hiring recommendation.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

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: 12/08/2014

SUMMARY:

Approve claims paid through December 4, 2014, as approved by the Finance Committee.

Members of the Finance Committee for October-December 2014 include: Board Chair Barb Thomas, CJ Bailey, Phil Koterba, and Monte Weeden.

****Need to select new Finance Committee members for January-March 2015.**

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

13

☐ 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: _____ Date: 12/08/2014

SUMMARY:

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>						
Bailey						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

14

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

ITEM TITLE: FIRST READING—BOARD POLICY #3310 – STUDENT DISCIPLINE

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 12/08/2014

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #3310 – Student Discipline.

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 #3310 – Student Discipline

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

FIRST READING

Lewistown School District

STUDENTS

3310

Page 1 of 4

Student Discipline

A teacher or principal has the authority to hold a pupil to strict accountability for disorderly conduct in school, on the way to or from school, or during intermission or recess.

Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including, but not limited to:

- Using, possessing, distributing, purchasing, or selling tobacco products, including e-cigarettes or other similar products.
- Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence are not permitted to attend school functions and are treated as though they had alcohol in their possession.
- Using, possessing, distributing, purchasing, or selling drug paraphernalia, illegal drugs, or controlled substances, or any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind, including such substances that contain chemicals which produce the same effect of illegal substances including but not limited to Spice and K2 look-alike drugs, and drug paraphernalia. Students who are may be under the influence of such substances are will not be permitted to attend school functions and are will be treated as though they had drugs in their possession.
- Using, possessing, controlling, or transferring a weapon in violation of the “Possession of a Weapon in a School Building” section of this policy “Possession of Weapons other than Firearms” section in Board Policy #3311.
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon as referred to in Board Policy #3311.
- Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct.
- Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct.
- Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person’s property.
- Engaging in any activity that constitutes disorderly conduct, an interference with school purposes or an educational function, or any other disruptive activity.
- Unexcused absenteeism; however, the truancy statutes and Board policy will be utilized for chronic and habitual truant.
- Hazing or bullying.
- The forging of any signature, or the making of any false entry, or the authorization of attempting to authorize any document used or intended to be used in connection with the operation of the school.

These grounds stated above for disciplinary action apply whenever the student's conduct is reasonably related to school or school activities, including, but not limited to the circumstances set forth below:

- On, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group;
- Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school;
- Traveling to and from school or a school activity, function, or event; or
- Anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, or an interference with school purposes or an educational function.

Disciplinary Measures

Disciplinary measures include, but are not limited to:

- Expulsion
- Suspension
- Detention, including Saturday School
- Clean-Up Duty
- Loss of Student Privileges
- Loss of Bus Privileges
- Notification to Juvenile Authorities and/or Police
- Restitution for Damages to School Property

No person who is employed or engaged by the District may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include reasonable force District personnel are permitted to use as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense.

Gun Free Schools

~~A student, who uses, possesses, controls, or transfers a firearm, or any object that can reasonably be considered, or looks like, a firearm, shall be expelled for a definite period of time of at least one (1) calendar year. The Board, however, may modify the expulsion period on a case-by-case basis. The building administrator shall notify the criminal justice or juvenile delinquency system of any student who brings a firearm to school.~~

~~“Firearm” shall be defined as provided in 18 USC '921. This term includes any weapon designed, or which may readily be converted, to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; a muffler or silencer for such a weapon; or any explosive, incendiary, or poison gas.~~

~~These rules also apply to any other weapon, including but not limited to a knife, a sword, a straight razor, a throwing star, nun-chucks, firecrackers, brass or other metal knuckles, or any instrument, article, or substance that, regardless of its primary function, is used to harm, threaten to harm, or cause injury to another.~~

~~The Superintendent may allow authorized persons to display firearms or other dangerous objects for educational purposes. Advance written permission must be received, before such objects may be brought onto school property. The firearm must be unloaded and in a condition that renders it incapable of being fired. No ammunition for the firearm may be on school property concurrently with the firearm. At the conclusion of the display, the firearm must immediately be removed from school property.~~

~~If a student violating this policy is identified as disabled, either under the IDEA or Section 504, a determination must be made whether the student's conduct is related to the disability. If the violation of the policy is due to a disability recognized by the IDEA or Section 504, lawful procedures for changes in placement must be followed.~~

~~Any student subject to an expulsion shall be entitled to a hearing before the Board, in accordance with '20-5-202, MCA, and Policy 3300.~~

~~The District will keep a record of all students disciplined under this policy and the circumstances surrounding their discipline, including the number of students expelled and the types of weapons involved. This information will be provided to other governmental agencies, as required by law.~~

Possession of a Weapon in a School Building

~~Any person who possesses, carries, or stores a weapon in a school building, except as provided below, shall be referred to law enforcement for immediate prosecution, as well as face disciplinary action by the District. In addition, a parent or guardian of any minor violating this policy shall also be referred for possible prosecution, on the grounds of allowing the minor to possess, carry, or store a weapon in a school building.~~

~~For the purposes of this section only, the following terms are defined: "school building" shall be defined as all buildings owned or leased by a local school district that are used for instruction or for student activities; "weapon" shall be defined as any type of firearm, a knife with a blade four (4) or more inches in length, a sword, a straight razor, a throwing star, nun-chucks, firecrackers, or brass or other metal knuckles.~~

~~The Board may grant persons and entities advance permission to possess, carry, or store a weapon in a school building. All persons who wish to possess, carry, or store a weapon in a school building shall present this request to the Board in a regular meeting. It is solely within the Board's discretion whether to allow a person to possess, carry, or store a weapon in a school building.~~

~~This policy does not apply to law enforcement personnel.~~

Delegation of Authority

Each teacher, and any other school personnel when students are under his/her charge, is authorized to impose any disciplinary measure, other than suspension, or expulsion, corporal punishment or in-school suspension, which is appropriate and in accordance with the policies and rules on student discipline. Teachers may remove students from a classroom for disruptive behavior.

Cross Reference: 3300 Corrective Actions and Punishment
 3226 Bullying/Harassment/Hazing/Intimidation/Menacing
 3311 Firearms and Weapons

Legal Reference:	20-4-302, MCA	Discipline and punishment of pupils - definition of corporal punishment - penalty - defense
	20-5-202, MCA	Suspension and expulsion
	45-8-361, MCA	Possession or allowing possession of weapon in school building - exceptions - penalties - seizure and forfeiture or return authorized - definitions
	18 U.S.C. 921	Definitions
	18 U.S.C. 922	Unlawful acts
	20 U.S.C. 8921, et seq.	Gun Free Schools Act of 1994
	29 U.S.C. 701	Rehabilitation Act of 1973

Policy History:

Adopted on: June 28, 2004

Revised and readopted on: September 13, 2004

Revised:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

15

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

ITEM TITLE: FIRST READING—BOARD POLICY #3311 – FIREARMS AND WEAPONS

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 12/08/2014

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #3311 – Firearms and Weapons.

This is a new policy being added.

SUGGESTED ACTION: Approve First Reading of Board Policy #3311 – Firearms and Weapons

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

FIRST READING

Lewistown School District

STUDENTS

3311

Page 1 of 2

FIREARMS AND WEAPONS

Firearms

For the purposes of the firearms section of this policy, the term “firearm” means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device pursuant to 18 U.S.C. 921 (4). Such term does not include an antique firearm pursuant to 18 U.S.C. 921 (16).

It is the policy of the Lewistown Public Schools to comply with the federal Gun Free Schools Act of 1994 and state law 20-5-202 (2), MCA, pertaining to students who bring a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district. In accordance with 20-5-202 (3), MCA, a teacher, superintendent, or a principal shall suspend immediately for good cause a student who is determined to have brought a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district. In accordance with Montana law, a student who is determined to have brought a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district must be expelled from school for a period of not less than 1 year.

However, the Board of Trustees through this policy authorizes the Superintendent, or principal of a school without a Superintendent, to use his/her discretion on a case-by-case basis and modify the requirement of expulsion of a student if he/she deems such modification to be warranted under the circumstances.

A decision to change the placement of a student with a disability who has been expelled pursuant to this section must be made in accordance with the Individuals with Disabilities Education Act.

Possession of Weapons other than Firearms

The District does not allow weapons on school property. Any student found to have possessed, used or transferred a weapon on school property will be subject to discipline in accordance with the District’s discipline policy. For purposes of this section, “weapon” means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury, including but not limited to air guns; pellet guns; BB guns; fake (facsimile) weapons; all knives; blades; clubs; metal knuckles; numchucks (also known as nunchucks); throwing stars; explosives; fireworks; mace or other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

No person shall possess, use, or distribute any object, device, or instrument having the appearance of a weapon, and such objects, devices, or instruments shall be treated as weapons, including but not limited to weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate, and such use will be treated as the possession and use of a weapon.

The District will refer to law enforcement for immediate prosecution any person who possesses, carries, or stores a weapon **in a school building**, and the District may take disciplinary action as well in the case of a student. In addition the District will refer for possible prosecution a parent or guardian of any minor violating this policy on grounds of allowing a minor to possess, carry, or store a weapon in a school building. (45-8-361 (1) (2))

For the purposes of this section only, “school building” means all buildings owned or leased by a local school district that are used for instruction or for student activities. (45-8-361 (5a))

The Board may grant persons and entities advance permission to possess, carry, or store a weapon in a school building. All persons who wish to possess, carry, or store a weapon in a school building must request permission of the Board at a regular meeting. The Board has sole discretion in deciding whether to allow a person to possess, carry, or store a weapon in a school building. (45-8-361 (3b))

This policy does not apply to law enforcement officers acting in his or her official capacity. (45-8-361 (3a))

The trustees shall annually review this policy and update this policy as determined necessary by the trustees based on changing circumstances pertaining to school safety.

Cross Reference:	Policy 3310 Policy 4332	Student Discipline Conduct of School Property
Legal Reference:	20-5-202, MCA 45-8-361, MCA	Suspension and expulsion Possession or allowing possession of a weapon in a school building
	20 U.S.C. 7151, et seq. 18 U.S.C. 921 NCLB, Section 4141	Gun Free Schools Act of 1994 Definitions Gun Free Requirements

Policy History:

Adopted on:

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

16

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

ITEM TITLE: FIRST READING—BOARD POLICY #4332 – CONDUCT ON SCHOOL PROPERTY

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 12/08/2014

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #4332 – Conduct on School Property.

Information being added has been highlighted.

SUGGESTED ACTION: Approve First Reading of Board Policy #4332 – Conduct on School Property

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

NOTES:

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

FIRST READING

Lewistown School District

COMMUNITY RELATIONS

4332

Conduct on School Property

In addition to prohibitions stated in other District policies, no person on school property shall:

1. Injure or threaten to injure another person;
2. Damage another's property or that of the District;
3. Violate any provision of the criminal law of the state of Montana or town or county ordinance;
4. Smoke or otherwise use tobacco or nicotine products, including e-cigarettes or other similar products;
5. Consume, possess, or distribute alcoholic beverages, illegal drugs, or possess dangerous weapons (as defined in Board Policy 3310/3311) at any time;
6. Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
7. Enter upon any portion of the school premises at any time for purposes other than those which are lawful and authorized by the Board; or
8. Willfully violate other District rules and regulations.

"School property" means within school buildings, in vehicles used for school purposes, or on owned or leased school grounds. As circumstances warrant, appropriate action will be taken by the District's administrators.

Cross Reference	3310	Student Discipline
	3311	Firearms and Weapons

Legal Reference:	Pro-Children Act of 1994, 20 U.S.C. 6081	
	Smoke Free School Act of 1994	
	20-1-220, MCA	Use of tobacco product in public school building or property prohibited
	20-5-410, MCA	Civil penalty

Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

17

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

ITEM TITLE: FIRST READING—BOARD POLICY #5225 – TOBACCO FREE POLICY

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 12/08/2014

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #5225 – Tobacco Free 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 #5225 – Tobacco Free Policy

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

FIRST READING

Lewistown School District

~~PERSONNEL~~ NON-INSTRUCTIONAL OPERATIONS

5225 8225

Tobacco Free Policy

The District maintains tobacco-free buildings and grounds. Tobacco includes, but is not limited to cigarettes, cigars, snuff, smoking tobacco, ~~and~~ smokeless tobacco, nicotine and any other tobacco innovation.

Use of tobacco products in a public school building or on public school property is prohibited, unless the use of a tobacco product in a classroom or on other school property is part of a lecture, demonstration, or educational forum sanctioned by a school administrator or faculty member concerning the risks associated with using tobacco products.

For the purpose of this policy, “public school building or public school property” means:

- Public land, fixtures, buildings, or other property owned or occupied by an institution for the teaching of minor children that is established and maintained under the laws of the state of Montana at public expense; and
- Includes playgrounds, school steps, parking lots, administration buildings, athletic facilities, gymnasiums, locker rooms, and school ~~buses~~ vehicles.

Legal Reference:	20-1-220, MCA	Use of tobacco product in public school building or property prohibited
	50-40-101, et seq., MCA	Montana Clean Indoor Air Act of 1979
	50-40-104(4)(e), MCA	Smoking in enclosed public places prohibited – place where prohibition inapplicable
	ARM 37.111.825	Health Supervision and Maintenance
	42 U.S.C. 1996, 1996a	American Indian Religious Freedom Act

Policy History:

Adopted on: June 28, 2004

Revised on: September 26, 2005

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

18

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

ITEM TITLE: FIRST READING—BOARD POLICY #5334P – VACATIONS

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 12/08/2014

SUMMARY:

The Board of Trustees needs to approve the first reading of Board Policy #5334P – Vacations.

Information being added has been highlighted.

SUGGESTED ACTION: Approve First Reading of Board Policy #5334P – Vacations

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

FIRST READING

Lewistown School District

PERSONNEL

5334P
Page 1 of 2

Vacations

All classified employees, except those in a temporary status, serving more than six (6) months, are eligible to earn vacation leave credits retroactive to the date of employment. Leave credits may not be advanced nor may leave be taken retroactively. A seasonal employee's accrued vacation leave credits may be carried over to the next season, if management has a continuing need for the employee, or paid out as a lump-sum payment to the employee when the season ends (generally in June). The employee may request a lump-sum payment at the end of each season.

Vacation is earned according to the following schedule:

RATE-EARNED SCHEDULE

<u>Years of Employment</u>	<u>Working Days Credit per Year</u>
1 day - 10 years	15
10 - 15 years	18
15 - 20 years	21
20 years on	24

Time as an elected state, county, or city official, as a school teacher, or as an independent contractor, does not count toward the rate earned. For purposes of this paragraph, an employee of the District or the university system is eligible to have school district or university employment time count toward the rate-earned schedule, if that employee was eligible for annual leave in the position held with the school district or university system.

Maximum Accrual of Vacation Leave

All full-time and part-time employees serving in permanent and seasonal positions may accumulate two (2) times the total number of annual leave credits they are eligible to earn per year, according to the rate-earned schedule.

Annual Pay-Out

The District may, in its sole discretion, provide cash compensation in June of each year for unused vacation leave in lieu of the accumulation of vacation leave for employees contracted for less than 12-months.

Lump-Sum Payment upon Termination

An employee who terminates employment for reasons not reflecting discredit on the employee shall be entitled, upon the date of such termination, to cash compensation for unused vacation leave, assuming that the employee has worked the qualifying periods set forth in 2-18-611, MCA. The District shall not pay accumulated leaves to employees who have not worked the qualifying period.

Legal Reference: 2-18-611 - 2-18-617, MCA

Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

19

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2014-2015 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Sandi Chamberlain Date: 12/08/2014

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2014-2015 School Year as listed below:

Substitute Teacher/Aide List:

Christina Donald
Ashley-Ann Goddard

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2014-2015 School Year

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/08/2014

Agenda Item No.

20

☐ 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: 12/08/2014

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>						
Bailey						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: December 8, 2014

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
HUTCHINS, Mandie	Paraprofessional	Garfield Elementary School	Approve appointment on schedule— PARA Step 6+CERT for up to 4.00 hours per day for up to 117 days (Remainder of 2014-2015 School Year)	December 8, 2014	See attached memo.
STAHL, Lee	Activity Bus Driver In-Town Driving Fueling	School District #1	Approve appointment on schedule at \$10.61 per hour on an as-needed basis for the remainder of the 2014-2015 School Year)	December 8, 2014	See attached memo.
LEWIS, Matt	Ski Club Advisor	Fergus High School	Approve appointment on schedule— (0.015)	December 8, 2014	See attached memo.

Memorandum

To: Jason Butcher, Superintendent
From: Matt Ventresca, Garfield Elementary Principal
Date: November 17, 2014
Re: Hiring Recommendation

Following is a hiring recommendation to fill the need for a One-on-One Paraprofessional:

Mandie Hutchins

One-on-One Paraprofessional	PARA Step 6+CERT	Up to 4.00 hrs per day For up to 114 days (Remainder of 2014-15 SY)
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Mandie has been working as a substitute teacher/aide this year for the Lewistown Public Schools and has worked as a Paraprofessional in the past.

Thank you for your consideration of this request.

Matt Ventresca
Elementary Principal

Memorandum

To: Rebekah Rhoades, Business Manager/District Clerk
Jason Butcher, Superintendent

From: Steve Klippenes, Transportation Director

Date: December 1, 2014

Re: Contract Recommendation

Following is a hiring recommendation for an Extra Duty Contract for the Transportation Department for the 2014-2015 School Year:

Lee Stahl	Activity Bus Driver/In-Town Driver/Fueling On an As-Needed Basis	\$10.61 per hour
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Thank you for your consideration.

TRANSPORTATION



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: December 4, 2014
RE: Extracurricular Contract(s)

Please recommend to the Board of Trustees the following contract(s) for extracurricular activities for the 2014-2015 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.

Fergus High School:

Ski Club

Matt Lewis	Advisor	(0.015)	\$469.70
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Jeff Friesen was approved as the Ski Club Advisor on July 14, 2014, but is unable to fulfill this position this season.

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

12/08/2014

Agenda Item No.

21

☐ 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: 12/08/2014

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

Barbara Thomas, Board Chair

CJ Bailey
Jeremy Bristol
Phil Koterba
Shelley Poss
Jennifer Thompson
Monte Weeden

LEWISTOWN PUBLIC SCHOOLS
2014-2015 SCHOOL CALENDAR

A. Pupil Instruction

First Semester					89 Days	Second Semester					90 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug	27 --	Aug	29	3	First Week	Jan	26 --	Jan	30	5
Second Week	Sept	2 --	Sept	5	4	Second Week	Feb	2 --	Feb	6	5
Third Week	Sept	8 --	Sept	12	5	Third Week	Feb	9 --	Feb	13	5
Fourth Week	Sept	15 --	Sept	19	5	Fourth Week	Feb	16 --	Feb	20	5
Fifth Week	Sept	22 --	Sept	26	5	Fifth Week	Feb	23 --	Feb	26	4
Sixth Week	Sept	29 --	Oct	3	5	Sixth Week	Mar	2 --	Mar	6	5
Seventh Week	Oct	6 --	Oct	10	5	Seventh Week	Mar	9 --	Mar	13	5
Eighth Week	Oct	13 --	Oct	15	3	Eighth Week	Mar	16 --	Mar	20	5
Ninth Week	Oct	20 --	Oct	24	5	Ninth Week	Mar	23 --	Mar	27	5
Tenth Week	Oct	27 --	Oct	31	5						44
					45						

SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Nov	3 --	Nov	5	3	First Week	Mar	30 --	Apr	2	4
Second Week	Nov	10 --	Nov	14	5	Second Week	Apr	7 --	Apr	10	4
Third Week	Nov	17 --	Nov	21	5	Third Week	Apr	13 --	Apr	17	5
Fourth Week	Nov	24 --	Nov	25	2	Fourth Week	Apr	20 --	Apr	24	5
Fifth Week	Dec	1 --	Dec	5	5	Fifth Week	Apr	27 --	May	1	5
Sixth Week	Dec	8 --	Dec	12	5	Sixth Week	May	4 --	May	8	5
Seventh Week	Dec	15 --	Dec	19	5	Seventh Week	May	11 --	May	15	5
Eighth Week	Jan	5 --	Jan	9	5	Eighth Week	May	18 --	May	22	5
Ninth Week	Jan	12 --	Jan	16	5	Ninth Week	May	26 --	May	29	4
Tenth Week	Jan	20 --	Jan	23	4	Tenth Week	Jun	1 --	Jun	4	4
					44						46

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

August 25-26	PIR	2.00
October 16-17	Staff Development Days - Teachers Convention	2.00
November 5-6	Parent Teacher Conferences (Evening on Nov 5, All Day on Nov 6)	1.50
January 19	PIR	1.00
March 31	Parent Teacher Conferences - Evening ONLY (Regular Day for Students)	0.50
Floater	PIR	1.00
		8.00

2014-2015		
Regular Board Meetings		
July	14	6:00 p.m.
Aug	11	6:00 p.m.
Sept	8	6:00 p.m.
Oct	13	6:00 p.m.
Nov	10	6:00 p.m.
Dec	8	6:00 p.m.
Jan	12	6:00 p.m.
Feb	9	6:00 p.m.
Mar	9	6:00 p.m.
Apr	13	6:00 p.m.
May	11	6:00 p.m.
June	8	6:00 p.m.

C. Holidays / Vacations (Dates Inclusive)

September 1	Labor Day
October 16-17	Fall Vacation (Teachers - Convention)
November 6	Parent Teacher Conferences (Vacation Day for Students)
November 7	Vacation Day
November 26-28	Thanksgiving Vacation
December 22-January 2	Winter Break
January 19	PIR (Vacation Day for Students)
February 27	Vacation Day
April 3-6	Spring Break
May 25	Memorial Day