

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, October 12, 2015

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—Investment
7. Other Items

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

9. Minutes of the September 14, 2015, Regular Board Meeting

APPROVAL OF CLAIMS

10. Claims

INDIVIDUAL ITEMS

11. Approve Out-of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools
12. Approve Lewistown Junior High School Student Activity Accounts for Expedition Yellowstone and Science Olympiad
13. Approve Fergus High School Student Activity Account for Eagle Wear
14. Approve High School General Fund Budget Amendment Petition and Proclamation
15. Approve Additions to the Substitute List for the 2015-2016 School Year
16. Approve Personnel Report

ADJOURNMENT

*A hard copy of the complete Agenda is available at the LPS Central Office
or on the Lewistown Public Schools Website:*

<http://lewistown.k12.mt.us/index.php/board-of-trustees1/bd-agendas>

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:

- Speaker must first be recognized by the Chair and identify him/herself.
- Comments may not infringe on the rights to privacy of another.
- 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.
- Appropriate comments are welcome but no action is likely to be taken at this time to ensure that others have the opportunity to address the same issue also. Items discussed may, at the discretion of the Board, be placed on a later agenda.
- 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.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

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: Heather Wiegert Date: 10/12/2015

SUMMARY:

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

Heather will hand out the report at the meeting.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

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: 10/12/2015

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 2015-2016 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						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

STANDING COMMITTEES OF THE BOARD
2015-2016 School Year

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	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
2015-2016 School Year

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Phil Koterba	Shelley Poss	Barb Thomas	Jennifer Thompson	Monte Weeden
Activities	2	X			X			
Curriculum Committees:								
Communication Arts	1			X				
Science	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

10/12/2015

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: 10/12/2015

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						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

6

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Rebekah Rhoades **Date:** 10/12/2015

SUMMARY:

Below is the interest earned and distributed for September 2015:

Elementary \$

High School \$

Interest amounts were not available at the time of this posting.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

7

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 10/12/2015

SUMMARY:

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

- ❖ October Enrollment Count
- ❖ Staffing Updates
- ❖ Audit Report
- ❖ Task Force
- ❖ Samsung "Solve for Tomorrow" Contest
- ❖ MCEL—October 14-16, 2015—Billings
- ❖ Board Tours—Tuesday, November 3, 2015
- ❖ Roundtable—Monday, November 9, 2015—Fergus High School—5:30 p.m.—FHS Library
- ❖ Gaining Training—Thursday, November 12, 2015—9:00 a.m.
- ❖ Superintendent's Evaluation—December 14, 2015—Following Regular Board Meeting
- ❖ No School—October 15-16, 2015—Fall Vacation
- ❖ CC—Central A Divisional Meet—Saturday, October 17, 2015—Browning
- ❖ LJHS BBB—Practice Begins—Monday, October 19, 2015
- ❖ FHS Choir Concert—Thursday, October 22, 2015—7:00 p.m.—FCPA
- ❖ CC—State Class A Meet—Saturday, October 24, 2015—Great Falls
- ❖ Red Ribbon Week—October 26-30, 2015
- ❖ FFA—National Convention—October 28-31, 2015—Louisville, KY
- ❖ Eagle Booster Meeting—Monday, November 2, 2015—7:00 p.m.
- ❖ Early Dismissal—Wednesday, November 4, 2015—1:30 p.m.
- ❖ Parent/Teacher Conferences—November 4-5, 2015—Evening only on November 4, 2015
- ❖ No School—November 5-6, 2015—P/T Conference (5) / Vacation Day (6)
- ❖ VB—Central A Divisional Tournament—November 5-7, 2015—Park High
- ❖ Home Athletic Games/Meets:
 - VB vs. Belgrade—Thursday, October 15, 2015—3:00 p.m.
 - FB (JV) vs. Malta (JV)—Monday, October 19, 2015—4:30 p.m.
 - FB vs. Browning—Friday, October 23, 2015—3:30/7:00 p.m.
 - VB vs. Huntley Project—Saturday, October 24, 2015—2:00 p.m.
 - VB vs. Browning—Thursday, October 29, 2015—3:00 p.m.
 - FB—First Round Playoffs—Saturday, October 31, 2015

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**



Fall Student Count For ANB Summary By District

October 5, 2015 Enrollment

County: 14 Fergus

School Year: 2015-2016

District: 0258 Lewistown Elem

Budget Unit: E1 M1

SCHOOLS IN THIS DISTRICT

0355	Highland Park School
0356	Lewis & Clark School
0357	Garfield School
1410	Lewistown 7-8

TOTAL STUDENT COUNT FOR ANB BY GRADE - DISTRICT

Grade	Fall Students
Kindergarten Full E1	111
1st Grade E1	83
2nd Grade E1	95
3rd Grade E1	84
4th Grade E1	98
5th Grade E1	79
6th Grade E1	83
E1 Total	633
7th Grade M1	104
8th Grade M1	87
M1 Total	191
District Total:	824

PART-TIME STUDENTS - DISTRICT

		Not Counted For ANB < 180 hrs/yr	Parttime Count 180-359 hrs/yr	Parttime Count 360-539 hrs/yr	Parttime Count 540-719 hrs/yr
7-8 Grade M1	Fall	1	1	0	0

Students who turned 19 on or before September 10, 2015 are not included in part-time students counted for ANB.

* Used to calculate FY2016-2017 budget limits



Fall Student Count For ANB Summary By District

October 5, 2015 Enrollment

Student Achievement Gap

American Indian Students Counted For The FY2016 Student

20

* Used to calculate FY2016-2017 budget limits



Fall Student Count For ANB Summary By District

October 5, 2015 Enrollment

County: 14 Fergus

School Year: 2015-2016

District: 0259 Fergus H S

Budget Unit: H1

SCHOOLS IN THIS DISTRICT

0358 Fergus High School

TOTAL STUDENT COUNT FOR ANB BY GRADE - DISTRICT

Grade	Fall Students
9th Grade H1	102
10th Grade H1	97
11th Grade H1	88
12th Grade H1	81
H1 Total	368
District Total:	368

PART-TIME STUDENTS - DISTRICT

		Not Counted For ANB < 180 hrs/yr	Parttime Count 180-359 hrs/yr	Parttime Count 360-539 hrs/yr	Parttime Count 540-719 hrs/yr
9-12 Grade H1	Fall	1	1	1	1

Students who turned 19 on or before September 10, 2015 are not included in part-time students counted for ANB.

OTHER STUDENT COUNTS FOR ANB - DISTRICT

Student Count Type	Fall	Winter	Spring
MT Youth ChalleNGe H1	1	0	0

Student Achievement Gap

American Indian Students Counted For The FY2016 Student 12

* Used to calculate FY2016-2017 budget limits

LEWISTOWN PUBLIC SCHOOLS																					
Enrollment History																					
October 5, 2015																					
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	Spring 2015	Fall 2015
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	95	111
1st Grade	97	98	107	103	91	91	89	90	72	74	82	84	95	97	85	88	86	95	95	95	83
2nd Grade	90	92	95	94	101	101	90	88	90	99	75	75	81	79	95	97	95	82	82	83	95
3rd Grade	97	100	95	95	97	96	99	99	82	81	99	99	72	75	82	82	83	94	96	94	84
4th Grade	87	88	96	92	93	95	93	94	102	101	85	83	103	104	73	73	74	75	77	78	98
5th Grade	90	92	86	88	89	87	96	97	92	94	99	94	82	86	101	102	101	78	79	79	79
6th Grade	108	108	93	92	92	87	86	86	89	90	95	99	97	97	84	82	80	98	97	96	83
7th Grade	113	111	110	109	91	90	89	92	90	94	93	94	100	101	91	91	94	79	81	82	104
8th Grade	115	114	108	110	105	106	77	78	93	93	90	90	90	103	103	103	103	98	98	94	87
9th Grade	116	111	111	109	106	107	103	98	79	79	95	91	88	89	89	89	90	98	98	97	102
10th Grade	106	104	108	104	108	105	100	98	97	97	81	74	94	91	88	86	87	89	87	88	97
11th Grade	115	109	104	102	96	99	105	106	100	100	93	85	78	76	85	83	82	85	83	80	88
12th Grade	99	97	99	99	101	101	94	93	102	97	96	95	88	88	73	73	73	82	81	81	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	Spring 2015	Fall 2015
K-6	683	690	666	656	655	652	626	626	612	625	633	632	617	627	618	623	620	619	622	620	633
7-8	228	225	218	219	196	196	166	170	183	187	183	184	190	191	194	194	197	177	179	176	191
9-12	436	421	422	414	411	412	402	395	378	373	365	345	348	344	335	331	332	354	349	346	368
Grand Total	1347	1336	1306	1289	1262	1260	1194	1191	1173	1185	1181	1161	1155	1162	1147	1148	1149	1150	1150	1142	1192

SCHOOL BOARD TOURS

TUESDAY, NOVEMBER 3, 2015

8:20-8:30		Lewis and Clark- Meet with Michelle Trafton
8:30 – 9:00		Classroom Visitations
9:00 – 9:10		Travel to Junior High
9:10 – 9:20		Junior High- Meet with Tim Majerus
9:20 – 9:50		Classroom Visitations
9:50 – 10:00		Travel to Garfield
10:00 – 10:10		Garfield - Meet with Matt Ventresca
10:10 – 10:40		Classroom Visitations
10:40 – 10:50		Travel to Highland Park
10:50 – 11:00		Highland Park – Meet with Matt Lewis
11:00 – 11:30		Classroom Visitations
11:30 – 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
2015-2016

DATE	GROUP	TIME	MEETING SITE
November 9, 2015	Fergus High School	5:30-6:30 PM	FHS Library
January 11, 2016	Highland Park Elementary	5:30-6:30 PM	Highland Park Gym
February 8, 2016	LEA Executive Board	5:30-6:30 PM	Lincoln Board Room

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

8

☐ 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 ON NON-AGENDA ITEMS

Requested By: Board of Trustees Prepared By: _____ Date: 10/12/2015

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						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

9

☒ 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: 10/12/2015

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the September 14, 2015, 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						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, September 14, 2015

REGULAR BOARD MEETING

CALL TO ORDER (6:00 P.M.)

1. **ROLL CALL**

TRUSTEES PRESENT:

Board Chair Barb Thomas, CJ Bailey, Kris Birdwell, Phil Koterba, Shelley Poss, Jennifer Thompson, Monte Weeden (left at 6:42pm)

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Sandi Chamberlain, Scott Dubbs, Margee Smith, Bobbie Atchison, Jerry Feller, Gary Distad, Steve Klippenes

OTHERS PRESENT:

Student Representative Heather Wiegert, Doreen Heintz-Lewistown News-Argus, Joe Zahler—KXLO/KLCM Radio, Chris Rice – CMLRCC Director, and other interested parties.

2. **PLEDGE OF ALLEGIANCE**

The group recited the Pledge of Allegiance.

BOARD OF TRUSTEES

3. **PRESENTATION—KATHLEEN SCHAEFFER, TRANSPORTATION DEPT**

The Board of Trustees recognized and congratulated Gary Distad for getting first place in the 2015 MAPT Road-E-O Competition at the MAPT Conference on June 18, 2015. In Kathleen's absence, Steve Klippenes with the Transportation Department presented Gary with his 1st Place plaque.

4. **REPORT—STUDENT REPRESENTATIVE**

Heather Wiegert, Student Representative to the Board, reported on upcoming activities at Fergus High School.

5. **REPORT—COMMITTEES OF THE BOARD**

There were no committee reports. The Transportation Committee is scheduled to meet on Wednesday, September 16, 2015, at 12:00 p.m. and the Building and Grounds committee will meet on Tuesday, September 22, 2015, at 7:00 a.m. Jason and Steve reported on the progress that is being made on the Bus Barn. Jason received notice that the LEA would like to Gain. The Board representatives on the Gaining Committee will be Jennifer Thompson and Kris Birdwell, with the third person to be determined in the near future.

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

No items were discussed

SUPERINTENDENT'S REPORT

7. **REPORT—INVESTMENT**

Interest earned and distributed for August 2015, was reported with \$353.18 in the elementary funds and \$318.74 in the high school funds for a total of \$671.92. These are corrected amounts, as they were incorrectly reported in the agenda.

8. OTHER ITEMS

Superintendent Jason Butcher shared with the Board of Trustees the enrollment numbers for the first day of school. These preliminary numbers tend to change over the next month with students still coming and leaving the District. The official count is in October 2015. The Board discussed the suggestion made by Trustee Koterba at a previous Board meeting about developing a Task Force to promote the next Levy election. A Task Force a two teachers, two Board Members, Superintendent, and Business Manager will be represented. Mr. Butcher requested that Central Office be allowed to close at 4:00 p.m. on Fridays. The Board was in favor of this request. School Board Tours are scheduled for Tuesday, November 3, 2015. The Trustees were reminded to let Jason know by Friday, September 25, 2015, their plans regarding MCEL, which is scheduled for October 14-16, 2015, in Billings. The Board also reviewed dates for upcoming events in the District.

PUBLIC PARTICIPATION

9. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

There was no public input.

ACTION ITEMS

MINUTES

10. MINUTES OF THE AUGUST 17, 2015, REGULAR BOARD MEETING – approved unanimously (Weeden/Birdwell).

APPROVAL OF CLAIMS

11. CLAIMS – the claims referenced in the 2015-2016 Bill Schedule and submitted through September 10, 2015, were approved unanimously (Koterba/Birdwell). The Finance Committee for July-September 2015 is Board Chair Barb Thomas, CJ Bailey, Phil Koterba, and Kris Birdwell. The new Finance Committee for October-December 2015 is Board Chair Barb Thomas, Monte Weeden, Shelley Poss, and Jennifer Thompson.

INDIVIDUAL ITEMS

12. APPROVE FERGUS HIGH SCHOOL CLASS OF 2019 STUDENT ACTIVITY ACCOUNT – approved unanimously (Thompson/Poss).
13. APPROVE RECOMMENDATION FOR NEW GRADING SCALE FOR GRADES 3-12 – approved unanimously (Weeden/Bailey). Principal Jerry Feller reported that students will have a note on their transcript stating that the grading scale changed in the 2015-2016 school year. K-2 will stay with their current grading scale.

Trustee Monte Weeden left meeting at 6:42 p.m.

14. APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY – See Exhibit A – approved unanimously (Bailey/Koterba).
15. APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN THE LEWISTOWN PUBLIC SCHOOLS – See Exhibit B – approved unanimously (Koterba/Poss).
16. APPROVE AGREEMENT BETWEEN LEWISTOWN PUBLIC SCHOOLS AND THE CITY OF LEWISTOWN – approved unanimously (Bailey/Birdwell).
17. APPROVE REISSUING OF LOST CLAIMS WARRANT – approved unanimously (Thompson/Koterba).
18. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2015-2016 SCHOOL YEAR – Substitute Teacher/Aide List—Jennifer Burnham, Kelly Comer, Jennifer Denton, Daniel Howells, Verna Hughes, Sarah Kortum-Kuni, Patrick “Lance” McMahan, Beverly Myers, Jason O’Neal, Suzi Parsons, Tom Wojtowick; Substitute Bus Driver List—Patricia Carter, Jason O’Neal – approved unanimously (Koterba/Bailey).

19. APPROVE PERSONNEL REPORT – See Exhibit C – approved unanimously (Poss/Thompson).

ADJOURNMENT

The meeting was adjourned at 6:53 p.m. The next regular scheduled Board meeting will be held on October 12, 2015, at 6:00 p.m. at the Lincoln Board Room (Koterba – unanimous).

BARBARA THOMAS
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

“EXHIBIT A”

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 14th day of September 2015.

**BARBARA THOMAS, CHAIR
BOARD OF TRUSTEES
SCHOOL DISTRICT NUMBER ONE
HIGH SCHOOL DISTRICT NUMBER ONE**

ATTEST:

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

To be published in the News Argus on Wednesday, September 16, 2015

P.O. #155501

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 Wednesday, September 30, 2015, at 5:00 p.m. Bidders will be notified of the results. For general questions, please contact Rebekah Rhoades at 535-8777 x 116.

“EXHIBIT A”

SURPLUS LIST Fall 2015

Highland Park:

- 1 NEC Overhead LCD Projector - Does not work
- 2 Lifeline Amplification Systems w/Receiver and Mic – Does not work
- 1 NEC Overhead Projector Camera – Broken
- 1 Phonic Ear Easy Listener - PE210 Sound System – Broken
- 1 Overhead Projector
- 1 Multi-Level Desk/Computer Rolling Cart
- 1 3-Level Rolling Cart

Lewis & Clark:

- 13 Playground Balls – very old

Junior High School:

- 1 Epson Dura Brite Colored Printer
- 1 Scantron Model 1300
- Multiple Computer Speakers
- 20+ Older Style Computer Keyboards (DIN5 Connector)
- 1 Older Metal Upright Cabinets
- 1 3” Upright Cabinet on Wheels
- 1 HP Deskjet 540
- 1 Apple Colorstyle Printer
- 2 Panasonic SVHS Reporter Camcorders
- 1 RCA Camcorder
- 1 InFocus PC Viewer for Overhead Projector
- 1 HP Scan Jet 6200c Scanner
- 1 19” Magnavox TV

Fergus High School:

- 1 Toaster – Broken
- 1 Nec VT47 Projector – not working
- 1 Dell 720 Printer
- 6 IBM R51 ThinkPad Laptops
- 6 AC Adaptor Laptop Chargers
- 1 Large Grey Locking Cabinet with 4 Shelves (66"h x 27 3/4"d x 34"w)
- 12 Magnavox TVs
- 1 Grey Filing Cabinet - broken

Central MT Education Center:

- 1 Two-Drawer Black Filing Cabinet Letter-Sized
- 2 Paper Trays
- 1 Cordless Phone – Does not work
- 4 boxes Adult Ed Paperback Books
- 1 HP All-in-One Printer - Works
- CMEC 09-03 Computer, Monitor, Keyboard, Speakers, Mouse, and Cords
- 4 Computer Mouse
- 2 Computer Tables

Transportation:

3 Metal Desks

Maintenance

Duplex Air Compressor – Works, but hole in tank

Lincoln Building:

100 HSP Math Textbooks & Teacher Materials (copyright 2009) for grades K-6

1 Dell Power Connect Switch 3324

3 Cisco Aironet Access Points – does not work

1 HP LaserJet 1320 Printer – does not work

1 Dell Printer 3100CN - does not work

1 Viewsonic Projector PJ506D - does not work

24 Dell Desktop Computers*

22 Dell Laptops*

22 IBM ThinkPad Laptops*

2 Lenovo Laptops*

1 Toshiba Laptop*

2 Dell Color Printer – Does not work

1 NCS Pearson Scanner – Does not work

1 Cisco 2600 Switch – Does not work

1 4-Drawer Oak Wooden Desk

1 APC Smart-UPS 600 (battery back-up) – Does not work

1 Power Edge T410 Server – No Hard Drives

4 Cisco Access Points

*Most laptops and desktops do not work.

"EXHIBIT B"

**OUT-OF-DISTRICT REQUESTS FOR ATTENDANCE IN LPS
2015-2016 SCHOOL YEAR**

STUDENT NAME	ADDRESS	CITY/STATE/ZIP	GRADE/SCHOOL	DISTRICT OF RESIDENCE
Fleming, Kyler T.	4268 Beaver Creek Road	Lewistown MT 59457	6th / Lewis & Clark	Moore School District
Holland, Brennen	76783 US Hwy 87	Lewistown MT 59457	1st / Highland Park	King Colony School District
Holland, Jordan B.	76783 US Hwy 87	Lewistown MT 59457	K / Highland Park	King Colony School District
Horntvedt, Brody D.	134 Lone Pine Lane	Lewistown MT 59457	K / Highland Park	King Colony School District
Ingersoll, Barrett Z.	113 Lone Pine Lane	Lewistown MT 59457	K / Highland Park	King Colony School District
Konert, Josie R.	1181 Farren Hill Road	Moore MT 59464	1st / Highland Park	Moore School District
Nelson, Kadence D.	24996 Forest Grove Road	Grass Range MT 59032	1st / Highland Park	Grass Range School District
Reese, Natonya E.	264 Woodland Drive	Lewistown MT 59457	K / Highland Park	King Colony School District
Robinson, Savanah R.	64108 US Hwy 87	Moore MT 59464	7 / LJHS	Hobson School District
Weinheimer, Brooke S.	3150 Taylor Road	Moore MT 59464	4th / Garfield	Moore School District
Welsh, Anna E.	1746 Stillman Road	Lewistown MT 59457	4th / Garfield	Grass Range School District
Welsh, Claire M.	1746 Stillman Road	Lewistown MT 59457	1st / Highland Park	Grass Range School District
Welsh, Connor P.	1746 Stillman Road	Lewistown MT 59457	K / Highland Park	Grass Range School District
Welsh, Logan S.	1746 Stillman Road	Lewistown MT 59457	3rd / Garfield	Grass Range School District

**“EXHIBIT C”
PAGE 1 OF 2**

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: September 14, 2015

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
CROUSE, Lee	First Assistant Girls Basketball Coach	Lewistown Junior High School	Approve revised contract to reflect correct appointment as First Assistant Coach—(0.062)	September 14, 2015	The assistant GBB coaches were listed in the wrong order on the July 13, 2015, Board agenda
CONNER, Kar	Assistant Girls Basketball Coach	Lewistown Junior High School	Approve revised contract to reflect correct appointment as Assistant Coach—(0.055)	September 14, 2015	See above comment.
LONG, Jared 19 Students	FFA Advisor	Fergus High School	Approve Out-of-State Travel to attend the National FFA Convention in Louisville, KY	October 24, 2015 – November 1, 2015	See attached letter.
DOWNING, Heidi	First Baker	Central Kitchen	Approve appointment on schedule—COOK/BAKER Step 5 for up to 7.00 hours per day for up to 193 days	August 17, 2015	See attached hiring recommendation.
RICKL, Lindsey	Second Baker Food Server	Central Kitchen Garfield Elementary School	Approve appointment on schedule—SECOND COOK/BAKER Step 4+15 for up to 4.50 hours per day for up to 187 days per year – FOOD SERVER Step 8+15 for up to 2.50 hours per day for up to 187 days	August 17, 2015	See attached hiring recommendation.
BLACKADAR, Lesley	Food Server	Highland Park Elementary School	Approve appointment on schedule—FOOD SERVER Step 0 for up to 1.50 hours per day for up to 187 days	Fall 2015	See attached hiring recommendation.
BUZZY, Anita	Food Server/Cashier	Lewistown Junior High School	Approve appointment on schedule—FOOD SERVER Step 0 for up to 2.75 hours per day for 187 days	Fall 2015	See attached hiring recommendation.

**“EXHIBIT C”
PAGE 2 OF 2**

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: September 14, 2015

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
MURPHY, Jaime	Food Server Kitchen Aide	Garfield Elementary School	Approve appointment on schedule— FOOD SERVER Step 0 for up to 3.50 hours per day for up to 187 days – KITCHEN AIDE Step 0 for up to 4.00 hours per day for up to 187 days	Fall 2015	See attached hiring recommendation.
BROOKS, Jessica	Paraprofessional	Highland Park Elementary School	Approve appointment on schedule— PARA Step 0+CERT for up to 7.50 hours per day for up to 174 days	September 14, 2015	See attached hiring recommendation.
COMER, Kelly	Paraprofessional	Highland Park Elementary School	Approve appointment on schedule— PARA Step 0+CERT for up to 4.50 hours per day for up to 174 days	September 14, 2015	See attached hiring recommendation.
POSER-BROWN, Lora	Paraprofessional	Lewistown Junior High Schools	Approve appointment on schedule— PARA Step 0+CERT for up to 7.50 hours per day for up to 186 days	Fall 2015	See attached hiring recommendation.
BUEHLER, Danielle	Secretary	CMEC	Accept letter of resignation	September 11, 2015	See attached letter.
DUBBS, Kyle	Volunteer Football Coach	Fergus High School	Approve appointment on a volunteer basis	September 14, 2015	See attached memo.
WIERZBICKI, Sarah	Head Cheerleading Coach	Fergus High School	Approve appointment on schedule— (0.125)	September 14, 2015	See attached memo.
MANE, Jeanna	Assistant Cheerleading Coach	Fergus High School	Approve appointment on schedule— (0.074)	September 14, 2015	See attached memo.
BLYTHE, Ethan	Assistant Football Coach	Lewistown Junior High School	Approve appointment on schedule— (0.050)	September 14, 2015	See attached memo.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

10

☒ 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: 10/12/2015

SUMMARY:

Approve claims paid through October 8, 2015, as approved by the Finance Committee.

Members of the Finance Committee for October-December 2015 include: Board Chair Barb Thomas, Shelley Poss, Jennifer Thompson, and Monte Weeden.

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						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

11

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

ITEM TITLE: APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN THE LEWISTOWN PUBLIC SCHOOLS

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 10/12/2015

SUMMARY:

The Board of Trustees needs to approve the following requests for out-of-district students to attend the Lewistown Public Schools as indicated below. The district of residence is Roy Public Schools.

Bryce P. Denton
Travis K. McAlpin
745 Armells Road
Hilger MT 59451

9th Grade
5th Grade

Fergus High School
Lewis & Clark Elementary

District of Residence: Roy School District

Ashton C. Moseman
Caleb A. Moseman
1807 Christina W
Hilger MT 59451

6th Grade
5th Grade

Lewis & Clark Elementary
Lewis & Clark Elementary

District of Residence: Winifred School District

SUGGESTED ACTION: Approve Out-of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

12

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

ITEM TITLE: APPROVE LEWISTOWN JUNIOR HIGH SCHOOL STUDENT ACTIVITY ACCOUNTS
FOR EXPEDITION YELLOWSTONE AND SCIENCE OLYMPIAD

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 10/12/2015

SUMMARY:

The Board of Trustees needs to approve the request from Lewistown Junior High School to open student activity accounts for Expedition Yellowstone and Science Olympiad.

SUGGESTED ACTION: Approve Lewistown Junior High School Student Activity Accounts for Expedition Yellowstone and Science Olympiad

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

13

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

ITEM TITLE: APPROVE FERGUS HIGH SCHOOL STUDENT ACTIVITY ACCOUNT FOR EAGLE WEAR

Requested By: Board of Trustees Prepared By: Rebekah Rhoades Date: 10/12/2015

SUMMARY:

The Board of Trustees needs to approve the request from Fergus High School to open a student activity account for Eagle Wear.

SUGGESTED ACTION: Approve Fergus High School Student Activity Account for Eagle Wear

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

14

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

ITEM TITLE: APPROVE HIGH SCHOOL GENERAL FUND BUDGET AMENDMENT PETITION AND PROCLAMATION

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 10/12/2015

SUMMARY:

The Board of Trustees needs to approve a petition and proclamation for the need of a budget amendment in the High School General Fund due to an unexpected enrollment increase. The Letter of Petition and the Budget Amendment Proclamation are attached for your review.

SUGGESTED ACTION: Approve High School General Fund Budget Amendment Petition and Proclamation

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

NOTES:

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

Ms. Denise Juneau
State Superintendent
Office of Public Instruction
P.O. Box 202501
Helena, MT 59620-2501

Dear Ms. Juneau:

RE: Petition for Permission to Adopt a Resolution for a Budget Amendment

In accordance with Section 20-9-163, MCA, the Board of Trustees of Lewistown School District No. 1, Fergus County, Montana, hereby petition for permission to adopt a resolution for a budget amendment under the provisions of Section 20-9-161(1), MCA.

As a result of an unanticipated enrollment increase, the district's budget for the High School General Fund does not provide sufficient financing to properly maintain and support the district for the entire current school fiscal year. Therefore, the trustees have proclaimed a need for a budget amendment.

The district's current year enrollment count is on file with the Office of Public Instruction and was completed in accordance with the provisions of Section 20-9-311, MCA, and A.R.M. 10.20.102.

The budget amendment in the amount of \$8,937.76 will affect the state high school fund budget for fiscal year 2016. The anticipated source of financing that will be utilized to fund the budget amendment is additional state assistance.

Pursuant to A.R.M. 10.22.204(1)(a), the following amounts were appropriated within the current year final budgets of each fund affected by the enrollment increase:

	General Fund
capital outlay (700 object series)	\$0
addition to operating reserve	\$0

Sincerely,

The 7 members of the Board of Trustees of Lewistown School District No. 1, Fergus County, Montana.

Barbara Thomas, Board Chair

Date

Phil Koterba, Vice Chair

Date

Monte Weeden, Trustee

Date

Jennifer Thompson, Trustee

Date

Shelley Poss, Trustee

Date

CJ Bailey, Trustee

Date

Kris Birdwell, Trustee

Date

**BUDGET AMENDMENT PROCLAMATION
ELEMENTARY SCHOOL DISTRICT #1
FERGUS COUNTY**

At a regular meeting of the board of trustees of Lewistown School District No. 1, Fergus County, Montana, held October 12, 2015, at 6:00 p.m. at the Lincoln Board Room, the following resolution was introduced:

WHEREAS, the trustees of Lewistown School District No.1, Fergus County, Montana, have made a determination that as a result of an unanticipated enrollment increase, the district's budget for the High School General Fund does not provide sufficient financing to properly maintain and support the district for the entire current school fiscal year; and

WHEREAS, the trustees have determined that an amendment to the High School General Fund budget in the amount of \$8,937.76 is necessary under the provision of Section 20-9-161(1), MCA; for the purpose of meeting the financial needs of the District and

WHEREAS, the anticipated source of financing the budget amendment expenditures shall be additional state assistance;

THEREFORE BE IT RESOLVED that the Board of Trustees of Lewistown School District No.1, Fergus County, Montana, proclaims a need for an amendment to the High School General Fund budget for fiscal year 2016 in the amount of \$8,937.76 under Section 20-9-161(1), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of Lewistown School District No.1, Fergus County, Montana, will meet at 6:30 p.m. at the Lincoln Board Room on November 9, 2015 for the purpose of considering and adopting the budget amendment.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

15

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2015-2016 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Sandi Chamberlain Date: 10/12/2015

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2015-2016 School Year as listed below:

Substitute Teacher/Aide List:

Katherine Monroe
John Rose
Kimberly Snyder

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2015-2016 School Year

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

10/12/2015

Agenda Item No.

16

☐ Minutes/Claims

☐ Board of Trustees

☐ Superintendent's Report

☐ Action - Consent

☒ Action - Indiv.

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 10/12/2015

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						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: October 12, 2015

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
HENSLEY, Dan	Custodian	Highland Park Elementary	Approve appointment on schedule—MAINT II Step 1 for up to 8.00 hours per day for up to 199 days for the remainder of the 2015-2016 Fiscal Year	September 28, 2015	See attached hiring recommendation. Dan worked previously as a custodian at FHS.
NORVELL, Mycheille	Secretary	CMEC	Approve appointment on schedule—SEC Step 0 for up to 7.00 hours per day for up to 184 days for the remainder of the 2015-2016 Fiscal Year	October 19, 2015	See attached hiring recommendation.
NORVELL, Mycheille	ABE Grant Support	CMEC	Approve appointment on schedule for up to one (1) hour per day, five (5) days per week at \$15.00 per hour	October 19, 2015 – June 30, 2016	See attached memo.
LOEFFELBEIN, Ljean	ABE Tutor	CMEC	Approve appointment on schedule for up to five (5) hours per day, three (3) days per week	October 6, 2015 – June 10, 2016	See attached memo.
MAGER, Mike	Assistant Wrestling Coach	Fergus High School	Approve appointment on schedule—(0.105)	October 12, 2015	See attached memo.
STAHL, Lee	Head Speech & Drama Coach	Fergus High School	Approve appointment on schedule—(0.110)	October 12, 2015	See attached memo.
WALTENBAUGH, Jamie	Assistant Speech & Drama Coach	Fergus High School	Approve appointment on schedule—(0.075)	October 12, 2015	See attached memo.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: October 12, 2015

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
WISE-KLIPPENES, Lynne	Technology Support Specialist	Lewistown Public Schools	Accept letter of resignation	December 31, 2015	See attached letter.
STENGEL, Paul	Maintenance Director	Lewistown Public Schools	Accept letter of resignation	December 31, 2015	See attached letter.
THORNTON, Amy	Food Server PM Kitchen Aide	Lewis & Clark Elem Central Kitchen	Approve appointment on schedule— FA/KA Step 0 for up to 3.50 hours as Food Server and up to 3.00 hours as PM Kitchen Aide for up to 153 days	October 12, 2015	See attached hiring recommendation.

HIRING RECOMMENDATION

Dan Hensley

Custodian

MAINT II

Highland Park Elementary School

September 28, 2015

260 days per year / 8 hours per day
(199 days for remainder of 2015-2016 FY)

Matt Lewis

Paul Stengel

RECOMMENDATION NOT APPROVED ☐

If approved, the Superintendent will recommend to the Trustees at their Regular School Board meeting on October 12, 2015.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

HIRING RECOMMENDATION

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

Mycheille Norvell

For:

Job Title

CMEC Secretary

Classification

SEC

Step

0

Work location

Central Montana Education Center

Date to begin work

October 19, 2015

Hrs per day/Days per yr

up to 7 hours/day for up to 184 days

SELECTION COMMITTEE:

Diane Oldenburg

LuAnn Schrauth

RECOMMENDATION APPROVED ☒

RECOMMENDATION NOT APPROVED ☐

Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at a Regular Board meeting on October 12, 2015.

Memorandum

To: Jason Butcher, Superintendent
From: Diane Oldenburg, ABLE Director
Date: September 24, 2015
Re: Adult Basic and Literacy Education Grant Contracts

I am requesting the Board of Trustees approval to hire an ABE Tutor to assist Paula Perry-Walker, ABE Instructor, and a support person to help with testing and other duties for the Adult Basic and Literacy Education Grant Program in 2015-2016. Both candidates have the appropriate credentials to hold these positions in the operation of our Adult Learning Centers in Lewistown at the Central MT Education Center and the Nexus Treatment Center.

The 2015-2016 State/Federal ABLE Grant of \$56,686.00 has been awarded to the Lewistown School District to administer this program. The wages for the instructor, grant support person, and tutor will be paid entirely by the grant funds for these specific duties.

Approximate dates of employment and approximate contract amounts:

Ljean Loeffelbein – October 6, 2015 to June 10, 2016

ABE Tutor	5.00 hours per day / 3 days per week	\$12.00/hour
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The Adult Learning Centers in Lewistown will be open Tuesdays, Wednesdays, and Thursdays each week.

Mycheille Norvel – October 19, 2015 to June 30, 2016

ABE Grant Support	1.00 hour per day / 5 days per week	\$15.00/hour
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Thank you for your consideration.

CENTRAL MONTANA EDUCATION CENTER



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: October 5, 2015
RE: Extracurricular Contract(s)

Please recommend to the Board of Trustees the following contract(s) for extracurricular activities for the 2015-2016 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.

Fergus High School:

Wrestling

Mike Mager	Assistant Coach	0.105	\$3,353.60
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Speech & Drama

Lee Stahl	Head Coach	0.110	\$3,513.29
Jamie Waltenbaugh	Assistant Coach	0.075	\$2,395.43

Lynne Wise-Klippenes
606 Stoddard Street
Lewistown, MT

October 1, 2015

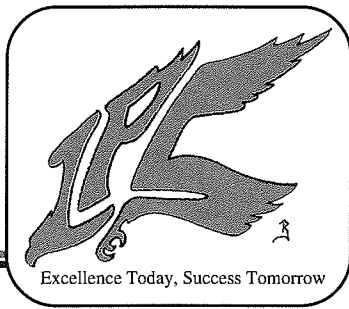
Mr. Butcher, Mrs. Rhoades
Lewistown Public Schools
215 7th Ave South
Lewistown, MT 59457

Dear Mr. Butcher, Mrs. Rhoades and the Lewistown Public Schools Board of Trustees,

Please accept this as my official letter of resignation from my position as a Technology Support Specialist for the Lewistown Public Schools effective on December 31, 2015. I have valued all the learning opportunities that have been offered to me as a staff member of this school district and specifically a member of the Technology Department. I also appreciate all the wonderful working relationships that I have been afforded while employed in this district but, at this point in my life I am desiring to have a more flexible schedule than this full-time position allows.

Sincerely,

Lynne Wise-Klippenes



LEWISTOWN PUBLIC SCHOOLS

SCHOOL DISTRICT NUMBER ONE

215 7TH AVENUE SOUTH • LEWISTOWN, MONTANA 59457

PHONE: (406) 535-8777 • FAX: (406) 535-7292

October 6, 2015

Rebekah Rhoades
Business Manager
Lewistown Schools

Dear Rebekah,

I am writing to inform you that I will be resigning from my position with Lewistown Schools. My last day of work will be *December 31, 2015*.

I would like to thank you for having me as part of maintenance staff. I am proud to have worked for the School District, and I appreciate the time and patience you have given me to do my job. I have learned a lot about a broad array of skilled trades and business practices, and this may be of value in my retirement.

Please acknowledge this letter as my official notice of resignation. I will do my best to ensure a smooth transition. I have been fortunate to have been a part of the district, and I wish you continued success.

Sincerely,


Paul Stengel
Supervisor of Buildings & Grounds

HIRING RECOMMENDATION

Amy Thornton

Food Server / PM Kitchen Aide

FS / KA

Lewis & Clark Elementary/Central Kitchen

October 12, 2015

153 days per year / up to 6.50 hours per day

Amie Friesen

Kristen Finucane

RECOMMENDATION NOT APPROVED ☐

If approved, the Superintendent will recommend to the Trustees at their regular meeting on October 12, 2015.

THE BOARD OF TRUSTEES OF LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

2015-2020 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, 2015-2020: *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. Multi-Tiered Systems of Support (MTSS) 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, 2015-2020: *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, 2015-2020: *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.
4. Utilize social media (i.e. Facebook, Twitter, etc.) to promote school activities and events to keep parents and interested community members informed.

Goal Area 4: Technology

Statement of Intended Outcome, 2015-2020: *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, 2015-2020: *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, 2015-2020: *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 (2017).
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.

Conclusion:

Prior to June 30 of each fiscal year, the Board of Trustees will review these Goals and Strategic 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
Kris Birdwell
Phil Koterba
Shelley Poss
Jennifer Thompson
Monte Weeden

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						

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

		Totals
August 25-26	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 ONLY (Regular Day for Students)	0.50
Floater	PIR	1.00
		8.00

2015-2016		
Regular Board Meetings		
July	13	6:00 p.m.
Aug	10	6:00 p.m.
Sept	14	6:00 p.m.
Oct	12	6:00 p.m.
Nov	9	6:00 p.m.
Dec	14	6:00 p.m.
Jan	11	6:00 p.m.
Feb	8	6:00 p.m.
Mar	14	6:00 p.m.
Apr	11	6:00 p.m.
May	9	6:00 p.m.
June	13	6:00 p.m.

C. Holidays / Vacations (Dates Inclusive)

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