

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room

215 7th Avenue South
Lewistown, Montana 59457

MONDAY, April 10, 2017

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance
3. Recognition—Fergus High School FCCLA
4. Report—Student Representative
5. Report—LEA
6. Report—Committees of the Board
7. Calendar Items, Concerns, Correspondence, Etc.
8. Report—Election Information
9. Report—Budget Update
10. Report—Investment
11. Report—Superintendent

PUBLIC PARTICIPATION

12. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items

ACTION ITEMS

MINUTES

13. Minutes of the March 20, 2017, Special Board Meeting
Minutes of the March 22, 2017, Regular Board Meeting

APPROVAL OF CLAIMS

14. Claims

INDIVIDUAL ITEMS

15. Approve Health Insurance Provider for the 2017-2018 School Year
16. Approve Certification for Indirect Cost Rates for FY 2017-2018
17. Approve Awarding the Bid for the Roof Repair Project at Fergus High School to Empire Roofing with Change Order Deductions
18. Approve Adoption of Resolution Estimating Changes in Revenues/Mills from Tuition, Adult Education, Building Reserve, Transportation and Bus Depreciation Levies for School Fiscal Year 2018
19. Approve Issuing Contract to Thom Peck for Position of Superintendent
20. Approve Issuing Contracts for the Certified Staff
21. Approve Issuing Contracts for the Certified and Classified Administrators
22. Approve 2017-2018 Classified Salary Matrix
23. Approve Additions to the Substitute List for the 2016-2017 School Year
24. 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://www.lewistown.k12.mt.us/content/40>*

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

04/10/2017

Agenda Item No.

3

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL FCCLA

Requested By: Board of Trustees **Prepared By:** Sue Nefzger

SUMMARY:

The Board of Trustees would like to recognize and congratulate Sue Nefzger, FCCLA Advisor, and members of the Fergus High School FCCLA team for their success at the FCCLA State Leadership Conference.

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

4

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Emily Eckhardt

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**

NOTES:

1. BPA: Nothing
2. FCCLA: Bingo Night April 6
3. FFA: Next Round of State Competition Preparations
4. HOW Club: Installation of Water Bottle Fountains
5. YPR Club: Fundraising before the End of the Year
6. Key Club: Graduation Ceremony for Seniors, Powderpuff Football and Johnny Bravo Volleyball
7. Book Club: Exploring Online Library
8. Art Club: Reorganization for Next Year for Better Functionality
9. Outdoors Club: Spring Exercises
10. Spanish Club: Cooking Contest
11. Science Olympiad: N/A
12. Robotics: N/A
13. Graduation Matters: Boosting Morale, College Trip? Laying the Groundwork for Next Year
14. National Honor Society: Pennies for Patients Drive Finished Up
15. F Club: Nothing unless Contacted for Help
16. Speech and Drama: N/A
17. Student Council: Election of New Officers, Thank You Notes, Last Minute Fundraising
18. Central Montana Youth Mentoring: April 9 Ice Cream Social
19. Astronomy Club: Movie Night, Elections of New Officers
20. Youth Alive: Boosting Morale, Laying the Groundwork for Next Year
21. Ducks Unlimited: Preparations for Banquet
22. Skills USA: State Competition April 3-5
23. Annual: Wrestling Pictures put in with Names, Completing Yearbook

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

5

ITEM TITLE: REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

Requested By: Board of Trustees **Prepared By:** LEA Representative

SUMMARY:

The Lewistown Education Association (LEA) would like to update the Board of Trustees on the activities and happenings for their organization.

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

6

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees Prepared By: Committee

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 2016-2017 School Year.

SUGGESTED ACTION: Informational

☒ Additional Information Attached

NOTES:

**STANDING COMMITTEES OF THE BOARD
2016-2017 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Troy Kelsey	Phil Koterba	Shelley Poss	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
2016-2017 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Troy Kelsey	Phil Koterba	Shelley Poss	Jennifer Thompson	Monte Weeden
Activities	2	X				X		
Curriculum Committees:								
Science	1						X	
Social Studies	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

04/10/2017

Agenda Item No.

7

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

Requested By: Board of Trustees Prepared By: _____

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

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

8

ITEM TITLE: REPORT—ELECTION INFORMATION

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on the election calendar and procedures for 2017.

Attached are the Terms of Office Listing and the 2017 School Election Calendar.

Board members terms of office that are due to expire in 2017 include: Kris Birdwell, Shelley Poss and Troy Kelsey.

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

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

	Expire 2017	Expire 2018	Expire 2019
SCHOOL DISTRICT #1	Kris Birdwell Shelley Poss Troy Kelsey	CJ Bailey Monte Weeden	Phillip R. Koterba Jennifer Thompson

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

_____ 3-year term (to expire in 2020)
_____ 3-year term (to expire in 2020)
_____ 3-year term (to expire in 2020)

Declaration of Intent Filed for Nomination of School Board Trustee:

Kris A. Birdwell	3-Year Term
LaVonne Jurack	3-Year Term
Jeff Southworth	3-Year Term
Stephen M. Vantassel	3-Year Term

SCHOOL ELECTION CALENDAR 2017

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
No earlier than 145 days, or later than 40 days before	Thursday, December 8 through Thursday, March 23	Trustee candidates file for election. A Declaration of Intent and Oath of Candidacy must be filed with election administrator. NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS THE CANDIDATE MEETS THIS DEADLINE. <i>Candidate must be registered to vote at the time the Oath is filed.</i>	13-10-201 20-3-305
At least 70 days before	Tuesday, February 21	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) whether the election will be by mail or poll; 4) the voting locations and boundaries for each location, if there are multiple locations within a district (if changed from a previous school election the new locations must be specifically noted); and 5) 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 30 days before the election). The resolution must be delivered to the county election administrator within 3 days of passage but it need NOT be posted. The trustees must also appoint three election judges per precinct. Bond Elections are subject to additional requirements (see 20-9-422, MCA). 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 20-9-422 20-20-201 20-20-203
At least 67 days before (within 3 days of passage of the election resolution)	Friday, February 24	Last day to file resolutions for school election with county election administrator. To assist with the provisions of late registration, include the name and best contact number for the district's election administrator with the resolution.	20-20-201(2)(a)
At least 60 days before	Friday, March 3	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. As soon as the plan (and any amendments are approved), forward a copy of the mail ballot plan to the county election administrator. Link to instructions: http://opi.mt.gov/pdf/schoolfinance/ElecHB/MailBallot/WrittenPlan.pdf	13-19-205
Not less than 30 days before	Sunday, March 5 through Sunday, April 2	Window to publish notice of the close of regular registration. At least 30 days prior to the election, the election administrator shall publish notice of the close of regular registration and the availability of late registration. The notice must include when and where a voter may register and obtain a ballot. The election notice must be published in a newspaper of general circulation in the district, if available, posted in at least three public places, AND posted on the district's website, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. Notice should be published within the 4 weeks before the close of regular registration.	13-2-301 20-20-204 20-20-311 20-20-312
Not later than 5pm the day before ballot certification	Thursday, March 30 (by 5 p.m.)	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(3)(a)
Not later than 5pm the day before ballot certification	Thursday, March 30 (by 5 p.m.)	Deadline for write-in candidate for a trustee position on a school board to file Declaration of Intent	20-3-305(2)(b)

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
No later than the 30th day before	Friday, March 31	Deadline to notify election judges of appointment.	13-4-101
Not less than 30 days before	Friday, March 31	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 less than 30 days before	Friday, March 31	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. The trustee election may not be declared by acclamation until all candidate filing deadlines have passed. Send a copy to the county election administrator to aid with the provisions of late registration. <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
30 days before any election	Monday, April 3	Close of regular voter registration. Registration forms postmarked by this date and received within 3 days are accepted for regular registration. Late registration must be completed at the county election office.	13-2-301
Not more than 30 days before	Monday, April 3	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
Day after Close of Regular Registration	Tuesday, April 4	Start of Late Registration. Late voter registrations starts and continues through the close of polls on election day, except that late registration is closed from noon to 5 pm on the day before the election. Late registration must be completed at the office of the county election administrator.	13-2-304
Not less than 10 days, or more than 40 days before	Thursday March 23 Through Saturday, April 22	Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district if available, posted in at least three public places in the district AND posted on the district's website for the 10 days prior to the election, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. The notice must include: 1) the date and voting locations for the election; 2) voting location 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

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
At least 20 days before	Wednesday, April 12	Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. • 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
Not before the 20 th day nor later than the 15 th day	Wednesday, April 12 through Monday, April 17	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
Day before (By Noon)	Monday, May 1	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 1	Deliver certified copy of the lists of registered electors. Before the day of election, the county election administrator shall deliver a certified copy of the lists of registered electors for each voting location to the district. The district shall deliver them to the election judges prior to the opening of a voting location.	20-20-313
Day before (between noon and 5pm)	Monday, May 1	Late registration closed. Late registration is closed between noon and 5pm the day before the election. Electors may late register on election day at the office of the county election administrator.	13-2-304
Election Day 	Tuesday, May 2	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
No sooner than 3pm on the 6 th day after the election	Monday, May 8	The first date that provisional ballots may be counted. Following the election, unresolved provisional ballots are sealed. These ballots may not be opened until after 3pm on the 6 th day after election. At that time election judges convene and a determination is made as to whether or not the ballots are counted. If there are provisional ballots in a school election, the canvass may not occur until after all provisional ballots are resolved.	13-15-107
Following receipt of the tally sheets from all polls and within 15 days after the election	Wednesday, May 17	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 canvass	Monday, May 8 through Monday, May 22	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 canvass.	13-16-201
Within 5 days of receipt of notice from the election administrator	Monday, May 8 through Monday, May 22	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 canvass or recount petition.	13-16-204 20-20-420

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Within 15 days after receipt of certificate of election	Thursday, June 1	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. **In the event of a recount, the deadline for a candidate to complete and file the oath is 15 days from receipt of the certificate of election.</i>	20-3-307 20-1-202 1-6-101
Within 15 days of election	Wednesday, May 17	Deadline for trustees to hold organizational meeting to elect chair and appoint clerk.	20-3-321
June 1	Thursday, 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. The request must be made by a resolution of the board of trustees. 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

[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/pdf/SchoolFinance/ElecHB/16ElectionManual.pdf>

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

NOTE: Candidates for trustee positions 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 are required to file a C-1-A Statement of Candidate within 5 days of becoming a candidate. For reporting dates and instructions contact the Montana Commissioner of Political Practices at:

<http://politicalpractices.mt.gov/default.mcpv>.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

9

ITEM TITLE: REPORT—BUDGET UPDATE

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2017-2018 General Fund Budgets.

MAJOR LEGISLATIVE BILLS TIED TO FUNDING

HOUSE BILL 2 (HB2): This Bill is the state's budget and contains provisions to help balance that budget. It allows schools to maintain their spending authority, but shifts more of the financing burden from state sources onto local taxpayers. In short, school districts get to spend the same amount, but local property taxpayers will pay more for it. The Legislature's intent is that the State support will be re-established roughly to its current levels over the next four years.

SENATE BILL 307 (SB307): This Bill provides school districts with new nonvoted levy authority for major maintenance and repairs, increased energy efficiency and technology enhancements for school facilities, comparable to previously authorized levy authority for adult education, bus depreciation, transportation and tuition, in that trustees have the discretion to impose the levy as necessary to cover costs in these areas of a school district's budget. This authority represents \$20 million on a statewide basis, and each individual school district's authority will generally be \$15,000 plus \$100 per ANB (with K-12 districts getting separate authority for its elementary and high school programs).

This Bill also requires a notice requirement of April 15, 2017. This notice requirement applies to all school district nonvoted levies is required before the Board can impose an increase in revenues or mills next year for Adult Education Levy, Bus Depreciation Reserve Levy, Transportation Levy, and Tuition Levy. Action on the required resolution is included in Item #21 on this Board Agenda.

Please see the attached summaries for both HB2 and SB307 from the Montana School Boards Association.

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

**BUDGET PROJECTIONS
2017-2018**

ELEMENTARY		
2017-2018 Projected Budgets	\$6,106,808.31	w/out a vote
	\$6,175,414.51	w/a vote
2017-2018 Projected Expenses	\$6,516,094.50	
2017-2018 Total Reductions	\$382,917.70	
Over/Under Budget	(\$26,368.49)	w/out a vote
	\$42,237.71	w/a vote

HIGH SCHOOL		
2017-2018 Projected Budgets	\$3,247,280.41	
	\$3,247,280.41	
2017-2018 Projected Expenses	\$3,480,310.49	
2017-2018 Total Reductions	\$258,936.65	
Over/Under Budget	\$25,906.57	w/out a vote
	\$25,906.57	w/a vote

Budget Reductions

Retirements
Increase in Pre-Employment Transition \$ from Medicaid
Reduction of Paraprofessionals
Maintenance Supplies and Staffing Hours
School Supply Budget Reduction
Use of funds from last year's transfer to Fund 282
Reduction of Certified Staff by 1.2 fte at JHS
Reduce Secretary Contract Days
Increase Tuition Levy in Elementary
Possible Insurance Changes

Budget Knowns

HB191 - Inflationary Increase (.5%)
Retirements
ANB
Health Insurance Rates

Budget Unknowns

Other Resignations
Legislature
Federal Title Grant Funding
Number of Sections Required for Kindergarten/1st Grade

MTSBA SUMMARY OF CHANGES TO SCHOOL FUNDING DUE TO HOUSE BILL 2 (HB2)

FY2018 (first year of the coming biennium):

1. School district general fund block grants of approximately \$54 million per year are eliminated. Guaranteed Tax Base Aid increases by approximately \$25 million to cover some of that loss. Net savings to the state from this amendment is approximately \$29 million.
2. Eliminate the Natural Resource Development payment saves \$10.5 million, which is reduced to \$4.9 million savings after Guaranteed Tax Base Aid increases by \$5.6 million.
3. The \$34 million savings to the state is used in part to preserve the following funding streams that have been scheduled to be cut:
 3. Restore the Data for Achievement Payment at approximately \$3.1 million
 4. Special education funding at approximately \$220,000
 5. Digital academy funding at approximately \$830,000
 6. Career and Technical Education funding at approximately \$1 million (high school only)
 7. Fix a technical/calculation error in House Bill 2 at \$2.4 million.
 8. Fund a Coal Plant Closure mitigation block grant for Colstrip Public schools, \$1.7 million.

Net savings in the first year of the biennium is approximately \$24.5 million, which is used to cover most of the \$27 million shortfall for K-12 schools that has been unresolved until now.

FY2019 (second year of the biennium):

1. The state begins phasing in a substantial increase in GTB aid, which is scheduled for a 4 year phase in until GTB aid has increased by the same amount (approximately \$54 million) as was taken away in school district general fund block grants in FY2018. The increase in GTB in FY2019 increases state funding of GTB by \$16.5 million and the GTB ratio of 193% under existing law grows (216% for fiscal year 2019, 224% for fiscal year 2020, and 232% for fiscal year 2021 and each succeeding fiscal year) until the full loss of the block grants are covered.
2. The Natural Resource Development payment is converted and revived as a new source for the state's subsidy of SB 307 major maintenance levies. The phase in is \$5.8 million dollars in fiscal year 2019, \$6.4 million dollars in fiscal year 2020, \$7.6 million dollars in 2021, \$10 million in 2022, and increased by an inflationary adjustment calculated as provided in 20-9-326 in each succeeding fiscal year.
3. Restore the Data for Achievement Payment at approximately \$3.1 million
4. Special education funding at approximately \$1.2 million
5. Digital academy funding at approximately \$830,000
6. Career and Technical Education funding at approximately \$1 million (high school only)
7. Fix a technical/calculation error in House Bill 2 at \$4.1 million.
8. Fund a Coal Plant Closure mitigation block grant for Colstrip Public schools, \$1.7 million.

The new changes to the formula in FY2019 eat up all but about \$300,000 in savings.

The next step is to watch for changes to House Bill 647 as it continues progress. We anticipate that corresponding changes to House Bill 647 will be made by the Senate once that bill passes the House but that could change. Things are always pretty fluid and evolving at this point in the Session.

Lance Melton
Executive Director
Montana School Boards Association

LEWISTOWN PUBLIC SCHOOLS
ESTIMATED IMPACT OF HOUSE BILL 2
(HB2)

Pre HB2	Elementary	HS
General Fund Mills	141.29	72.77
Block Grant	\$398,346.92	\$201,567.33
Natural Resources Development	\$46,180.21	\$25,969.32
GTB	\$1,057,192.47	\$562,554.54

Post HB2	Elementary	HS
General Fund Mills	151.96	78.06
Block Grant	\$0.00	\$0.00
Natural Resources Development	\$0.00	\$0.00
GTB	\$1,369,578.06	\$719,016.87

Estimated Total Impact	Elementary	HS
Total Mill Increase	10.67	5.29
Total Decrease in State Payments	(\$132,141.54)	(\$71,074.32)

The Details - Section by Section Explanation of Senate Bill 307 - MTSBA:

(You can also click [here](#) to see an annotated version that highlights and explains the purpose and effect of changes on a section by section basis)

1. Section 1:

- a. Creates new transparency regarding the imposition of nonvoted levies at the discretion of elected school boards.
- b. Requires adoption and notice of a resolution of intent to increase nonvoted levies under control of the school board:
 - i. Adult Education
 - ii. Building Reserve (new proposed nonvoted portion)
 - iii. Bus Depreciation
 - iv. Transportation
 - v. Tuition
- c. Resolution must, at a minimum, address any projected increase in revenue or mills, using the district's certified taxable valuation.
- d. Resolution must also include an estimated impact on a home valued at \$100,000 and \$200,000.
- e. Resolution must be adopted by March 31 (April 15 this year, to give the bill time to pass), and levy must be included in the August budget meeting as well.

2. Section 2:

- a. Addresses the facilities funding formula proposed in SB 307 for K-12 districts. K-12 districts serve all 13 grades under one district, which is different than unified school systems, which do so under two separate districts.
- b. Section 2 amendment ensures that a K-12 district has two separately calculated limits, 1 for its elementary program and 1 for its high school program.

3. Section 3:

- a. Section 3 makes school safety legislation, previously passed by the Legislature in a bill drafted by Senator Fred Thomas, permanent.
- b. This legislation was initially passed in 2013 with a two-year sunset, then repassed in 2015 with a four-year sunset. This bill proposes to remove the temporary nature of that law and make it permanent.
- c. The purpose of the law was to allow school districts greater flexibility to transfer funds in order to improve school safety.

4. Section 4:

- a. Creates a sub-fund structure for all current and the new proposed use of the building reserve fund. By using a subfund structure, we avoid creating new funds and instead propose to track building maintenance and repair expenses through a single fund.
- b. Section 4 of the bill proposes to create a new building maintenance and repairs formula, funded through a combination of a nonvoted, publicly-noticed levy and GTB-adjusted state support.
- c. Formula cap on the funding stream for each district equivalent to \$15,000 plus \$100 per ANB.
 - i. There are 31.6 million square feet in Montana's public schools. This will raise 70 cents per square foot of school buildings per year.
 - ii. Current ANB is approximately 150,000. This will raise an average of \$145 per ANB per year.
- d. There is a mill cap of 10 mills. Approximately 30 school districts unable to raise the formula cap with 10 mills have authority to deposit other revenues and transfer from other funds to fulfill their local effort necessary to qualify for matching state support.
- e. The state's role in funding this formula is contemplated to begin starting July 1, 2019 and later.
- f. Provides that a district that receives a quality schools grant may not levy in the biennium when such grant is awarded.

5. Section 5:

- a. Converts the School Facility and Technology fund, which is currently used to condition and award grants to a small number of districts, into a formula distribution fund that will benefit all districts.
- b. Retains existing revenue sources for that fund from timber sales on state lands and riverbed rents.
- c. Prioritizes the distribution of funding from this account in the following order:
 - i. \$1 million in technology funds needed to qualify for federal e-rate match.
 - ii. Formula aid for school facility maintenance aid.
 - iii. Bond subsidy support.
- d. Specifies limited purposes for which the state aid and local levy may be expended:
 - i. Major deferred maintenance
 - ii. Improved energy efficiency
 - iii. Critical infrastructure
 - iv. Emergency facility needs
 - v. Technological improvements
- e. Creates a formula for the state's share of school facilities aid:
 - i. GTB adjusted to ensure a minimum state support of 18% and a maximum state support of 80%, adjusted based on relative tax wealth.
 - ii. Further adjustments to reflect and recognize existing local effort in school district general fund budgets.
 - iii. Requires OPI to provide school districts with an estimate of matching state aid each year, based on each district's most recent certified taxable valuation.
 - iv. Restates formula limit (\$15,000 plus \$100 per ANB) and mill limit (10 mills)

6. Sections 6 and 7:

- a. Repeals the Quality Schools Grant program originally created by the Schweitzer Administration. Intent is to distribute the state's share more equitably by providing funding to all school districts.
- b. The repealer is done in two separate sections to account for the possibility that the 2017 Legislature will fund quality schools grants that have been proposed by the Department of Commerce. Section 6 repeals all parts of the law other than the two sections of law addressed in Section 7, the repealer for which may need to be delayed to allow distribution and oversight of the last round of quality schools grants during the upcoming biennium.

7. Section 8:

- a. Repeals the "temporary" clauses from previously passed school safety legislation as addressed in Section 3 of this bill.

8. Section 9:

- a. Codification instructions.

9. Section 10:

- a. Effective dates:
 - i. Makes notice requirements immediately effective and retroactively applicable to the current school fiscal year so that the new transparency requirements for increased levies will apply to this spring.
 - ii. Contingent delay in repealing the two laws dealing with distribution of quality schools grants in case the 2017 Legislature approves quality schools grants.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

10

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Below is the interest earned and distributed for March 2017:

Elementary \$271.89

High School \$196.53

Total \$468.42

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

11

ITEM TITLE: REPORT—SUPERINTENDENT

Requested By: Superintendent **Prepared By:** Superintendent

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.

- ❖ Staffing Update/Profiles
- ❖ Parent/Teacher Conferences-March 28th
- ❖ Central Montana Foundation—Scholarships—Trustee Kris Birdwell
- ❖ June Board Meeting—Possible Day and Time Change
- ❖ Spring Break-April 14-April 17-School Resumes April 18
- ❖ District 8 Music Festival—Friday, April 21, 2017
- ❖ ACT State Testing for Juniors—Wednesday, April 19, 2017—FHS
- ❖ FHS FFA Envirothon—April 24-25, 2017—Lewistown
- ❖ 3rd Grade Music Program—April 27, 2017—7:00PM—FCPA
- ❖ Eagle Booster Club Meeting—Monday, May 1, 2017—7:00 p.m.
- ❖ Lewis & Clark Band & Choir Concert—Tuesday, May 2, 2017—7:00 p.m.—FCPA
- ❖ LJHS Band Concert—Thursday, May 4, 2017—7:00 p.m.—FCPA
- ❖ Home Athletic Games/Meets:
 - TR – FHS Twilight Meet—Tuesday, April 11, 2017—3:30 p.m.
 - SB Round Robin—Thursday/Friday, April 13-14, 2017—TBA
 - SB vs. Custer County—Thursday, April 20, 2017—2:00/4:00 p.m.
 - TN vs. Park/Havre/Blgs Ctrl—Saturday, April 22, 2017—TBA
 - TR – FHS Invitational—Saturday, April 29, 2017—TBA
 - SB vs. Billings Central—Monday, May 1, 2017—3:00/5:00 p.m.
 - SB vs. Park—Friday, May 5, 2017—3:00/5:00 p.m.

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

12

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: _____

SUMMARY:

Time is provided on the agenda for anyone who wishes to address the Board on non-agenda items.

SUGGESTED ACTION:

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

13

ITEM TITLE: MINUTES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the March 20, 2017, Special Board Meeting
- Minutes of the March 22, 2017, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ **Additional Information Attached**

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

Wednesday, March 20, 2017

SPECIAL BOARD MEETING

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

1. **ROLL CALL**

TRUSTEES PRESENT:

Board Chair Phil Koterba, CJ Bailey, Kris Birdwell, Jennifer Thompson,
Monte Weeden, Shelley Poss, Troy Kelsey

TRUSTEES ABSENT:

STAFF PRESENT:

Business Manager/District Clerk Rebekah Rhoades, Chris Hildebrant,
Matt Lewis, Tim Majerus, Matt Ventresca, Scott Dubbs, Danny
Wirtzberger, Michelle Trafton, Jill Reed, Julie Comes, Nancy Mattheis,
Bobbie Atchison, Paula Drissell, Chris Gobble, Terry Lankutis, Gretchen
Conrad

OTHERS PRESENT:

Doreen Heintz – News Argus, Joe Brott – MTSBA, Chris Rice –
CMLRCC, Kendra Mihlfeld, Zane Fulbright

2. **PLEDGE OF ALLEGIANCE**

The group recited the Pledge of Allegiance.

PUBLIC PARTICIPATION

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

BOARD OF TRUSTEES

4. **INTERVIEWS—SUPERINTENDENT CANDIDATE**

The following candidates were interviewed for the Superintendent position: Thom Peck, Dan Schmidt, Thad Kaiser.

After all interviews were concluded, members of the school district and public were given the opportunity to share their feedback on time spent with the candidates. Scott Dubbs reported on behalf of the meeting with Administrators, Chris Gobble reported on behalf of the Classified Staff, and Chris Hildebrant reported on behalf of the meeting with Certified Staff. Terry Lankutis, Chris Rice, and Matt Lewis each stated items for the Board to consider when hiring.

EXECUTIVE SESSION

5. Board Chair Phil Koterba called for an Executive Session at 8:20 p.m. to receive the results of the Superintendent Candidates Reference Check results stating that the individual's right to privacy clearly exceeds the public's right to know. The Board reconvened in open session at 9:25 p.m.

BOARD OF TRUSTEES

6. **SUPERINTENDENT CANDIDATE BOARD DELIBERATIONS**
The Board discussed each of the candidates that interviewed for Superintendent.

ACTION ITEMS

INDIVIDUAL ITEMS

7. **OFFER A 2-YEAR CONTRACT WITH A BASE SALARY OF \$103,000 FOR THE FIRST YEAR TO THOM PECK CONTINGENT UPON THE RECEIPT OF A FAVORABLE BACKGROUND CHECK AND FURTHER TO AUTHORIZE THE MONTANA SCHOOL BOARD ASSOCIATION AND THE SCHOOL BOARD CHAIR TO NEGOTIATE SALARY AND BENEFIT TERMS BASED ON A 260 DAY CONTRACT** – approved unanimously (Birdwell/Bailey).

ADJOURNMENT

The meeting was adjourned at 9:50 p.m. (Bailey – unanimous).

PHILLIP R. KOTERBA
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

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

MONDAY, March 22, 2017

REGULAR BOARD MEETING

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

1. ROLL CALL

TRUSTEES PRESENT:

CJ Bailey, Kris Birdwell, Shelley Poss, Jennifer Thompson, Phil Koterba

TRUSTEES ABSENT:

Troy Kelsey, Monte Weeden

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Chris Hildebrant—LEA President, Bobbie Atchison, Tim Majerus, Scott Dubbs

OTHERS PRESENT:

Doreen Heintz – Lewistown News Argus, Joe Zahler – KXLO Radio, and other interested parties.

2. PLEDGE OF ALLEGIANCE

BOARD OF TRUSTEES

3. Report—Student Representative

Emily Eckhardt, Student Representative to the Board, reported on upcoming activities at Fergus High School and her goals for the upcoming year.

4. Report—LEA

Chris Hildebrant, LEA President, updated the Board on activities of the Lewistown Education Association.

5. Report—Committees of the Board

There were no committee reports.

6. Calendar Items, Concerns, Correspondence, Etc.

Board Chair, Phil Koterba, asked Rebekah Rhoades read the motion made at the March 20th Board Meeting regarding the hiring of the Superintendent. Negotiations regarding the contract are still taking place.

7. Report—Election

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2017 School Election Calendar and advised them of the Trustee seats that will be up for election in 2017 – Kris Birdwell, Shelley Poss, and Troy Kelsey.

8. Report—Budget

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the budget outlook for 2017-2018 school year. Senate Bill 307 and the Resolution that will be brought to the April Board meeting was discussed.

9. Report—Investment
Interest earned and distributed for February 2017, was reported with \$2,497.76 in the elementary funds and \$1,837.70 in the high school funds for a total of \$4,335.46.
10. Report—Superintendent
Superintendent Butcher updated the Board on staffing and events taking place throughout the District. A summary of Bills making their way through the Legislature that will potentially impact school districts was also discussed.

PUBLIC PARTICIPATION

11. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items
There was no public participation

ACTION ITEMS

MINUTES

12. Minutes of the February 13, 2017, Regular Board Meeting – Approved Unanimously (Thompson/Bailey)
13. Minutes of the March 8, 2017, Special Board Meeting – Approved Unanimously (Thompson/Poss)

APPROVAL OF CLAIMS

14. Claims – The claims referenced in the 2016-2017 Bill Schedule and submitted through March 10, 2017, were approved unanimously (Birdwell/Bailey). The Finance Committee for January – March 2017 is Board Chair Phillip Koterba, CJ Bailey, Troy Kelsey, Kris Birdwell. The new Finance Committee for April-June 2017 will be Board Chair Phil Koterba, Kris Birdwell, Jennifer Thompson, and Monte Weeden.

INDIVIDUAL ITEMS

15. Approve Out-of District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools – Approved Unanimously (Bailey/Poss)
16. Approve Hiring Recommendation for the Superintendent Position – No action required, decision made at Special Board Meeting on Monday, March 20, 2017
17. Set Elementary District Number One Levy Amount – Approved Unanimously (Thompson/Poss)
18. Approve Multi-District Agreement for Technology Services – Approved Unanimously (Bailey/Thompson)
19. Approve Personnel Report – See Exhibit A – Approved Unanimously (Birdwell/Bailey)

ADJOURNMENT

The meeting was adjourned at 6:42 p.m (Bailey). The next regular meeting will be held at 6:00 p.m. on Monday, April 10, 2017, at the Lincoln Board Room.

PHILLIP R. KOTERBA
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

14

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** LuAnn Schrauth

SUMMARY:

Approve claims paid through April 6, 2017, as approved by the Finance Committee.

Members of the Finance Committee for April-June 2017 include: Board Chair Phil Koterba, Kris Birdwell, Jennifer Thompson, and Monte Weeden.

SUGGESTED ACTION: Approve Claims as Presented

☐ **Additional Information Attached**

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

15

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

ITEM TITLE: APPROVE HEALTH INSURANCE PROVIDER FOR THE 2017-2018 SCHOOL YEAR

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve Montana Schools Health & Welfare Plan and Joint Powers Trust (MSHWP/JPT) as the Health Insurance Provider for the Lewistown Public Schools for the 2017-2018 School Year.

Brief Snapshot of Plan Offerings:

- Insurance Plan options are CM1500, CM2500, HDHP3500, and HDHP5000. It is the recommendation of the Insurance Committee to move from the CM1000 to the CM1500 in an effort to be more fiscally responsible and prepare for future insurance changes.
- Rates will increase by approximately 12.8% to 13.1%
- Additional Life (\$5000 per employee) and AD&D (\$15,000 per employee) Insurance
- 1-year contract

JPT/EBMS has been the District's Health Insurance Provider for the past 3 years.

SUGGESTED ACTION: Approve health insurance provider for the 2017-2018 School Year

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

16

ITEM TITLE: APPROVE CERTIFICATION FOR INDIRECT COST RATES FOR FY 2017-2018

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve the Office of Public Instruction proposed Indirect Cost Recovery Rate for FY 2017-2018 grants. This approval allows the District to set aside a portion (this year, 4.13%) of its grant expenditures and use that amount to pay general costs related to grant administration.

SUGGESTED ACTION: Approve Certification for the Indirect Cost Rates for FY 2017-2018

☒ **Additional Information Attached**

NOTES:

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



Office of Public Instruction
Elsie Arntzen, Superintendent
PO Box 202501
Helena, MT 59620-2501

CERTIFICATION FOR INDIRECT COST RATE
For FY 2017-2018

Due April 30, 2017

SS #	School System (SS) Name	County #	County	LE's Included
0420	Lewistown Public Schools	14	Fergus	EL 0258 Lewistown Elem HS 0259 Fergus H S K12

Proposed Restricted Indirect Cost Rate 4.13 % (Round to nearest hundredth (X.XX%) of a percent.)

INSTRUCTIONS: Complete and submit with one copy of each application for Indirect Cost Rate. A single application by School System (SS) should be submitted for the elementary and high school district. A copy of this certification will be returned upon approval of your rate.

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal to establish the final indirect cost rate for the periods indicated above are allowable in accordance with the requirements of the Federal award(s) to which they apply and OMB Circular A-87, "Cost Principles for State and Local Governments." Unallowable costs have been adjusted in allocating costs as indicated in the attached Predetermined Indirect Cost Allocation - Schedule A.

(2) All costs included in the proposal are properly allocable to Federal awards on the basis of a beneficial or casual relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. In addition, similar types of costs have been accounted for consistently and the Office of Public Instruction will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Signature of District Superintendent or Board Chairperson		Street Address or P.O. Box	
		215 7th Avenue South	
Printed Name of Authorized Official		City	Zip Code
PHILLIP KOTERBA		Lewistown	59457
Title		Date	
BOARD CHAIR		4/10/2017	

Send completed form to:
School Accounting and Budgeting
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501

ACCEPTED AND APPROVED FOR THE SUPERINTENDENT OF PUBLIC INSTRUCTION BY:

Approved Rate for FY2018	Date Approved
	Signature

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

17

ITEM TITLE: APPROVE AWARDING BID FOR THE REPAIR OF THE ROOF AT FERGUS HIGH SCHOOL TO EMPIRE ROOFING WITH CHANGE ORDER DEDUCTIONS

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

At 12:00 p.m. on Tuesday, March 28, 2017, Durward Solbeck, Space Planning for People, and Rebekah Rhoades, Business Manager/District Clerk, opened the sealed Bids for the Fergus High School Roof Repair Project located at 1001 Casino Creek Drive as advertised. It is the recommendation to accept the following bid:

Contractor: Empire Roofing

Base Bid: \$393,004

LESS: change orders deducted from contract that will be shared at the Board Meeting

The Bid Tabulation sheet is attached for your review. The deductions to the bid will be shared at the Board Meeting, but are not available at time of agenda posting. During the bid process, it was determined that the bid came in much higher than expected due to the subcontractor's portions of the bid. Mr. Solbeck contacted Empire Roofing and they were able to decrease these subcontracting costs.

SUGGESTED ACTION: Approve awarding the Bid to Empire Roofing for the Repair of the Roof at the Fergus High School Building located at 1001 Casino Creek Drive with the change order deductions

☒ **Additional Information Attached**

NOTES:

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

BID TABULATION

HIGH SCHOOL ROOF REPAIR • LEWISTOWN PUBLIC SCHOOLS

LEWISTOWN, MONTANA

MARCH 28, 2017

BIDDER	BASE BID	UNIT COST			ALTERNATES			
		A	B	C	#1	#2A	#2B	#2C
		\$/SF	\$/LF	\$/SF	Deduct	OPTIONAL ALTERNATES		
		Replace unsuitable roof/fascia decking	Repace unsuitable fascia boards	Patch/Repair exiseting metal gutter	Concrete entry slab curb gutter drive	Heat Panels ADD	Heat Detectors	
EMPIRE ROOFING	\$393,004	\$4.06	\$5.23	\$24.66	\$10,100	\$65,507	\$7,279	
MADDOX ROOFING								
METAL WORKS								
SUMMIT ROOFING								

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

18

ITEM TITLE: APPROVE ADOPTION OF RESOLUTION ESTIMATING CHANGES IN REVENUES/MILLS FROM TUITION, ADULT EDUCATION, BUILDING RESERVE, TRANSPORTATION AND BUS DEPRECIATION LEVIES FOR SCHOOL FISCAL YEAR 2018

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve the attached resolution, per the requirements of Senate Bill 307 (SB307) explained in Item #10 in this Board Agenda. This Bill has not yet been signed into Law, but it has been working its way through Legislature and is expected to be approved.

Many factors contribute to calculating the following year's budget and cannot be accurately predicted at this time. This Resolution is an **estimate** of increases in levies and will likely not be the amounts levied at the Budget Meeting held in August.

SUGGESTED ACTION: Approve Adoption of Resolution Estimating Changes in Revenues/Mills from Tuition, Adult Education, Building Reserve, Transportation and Bus Depreciation Levies for School Fiscal Year 2018

☒ **Additional Information Attached**

NOTES:

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

Resolution of Intent to Impose an Increase in Fund Levies

The Lewistown Public School District is committed to financial transparency. Nonvoted levies are an essential part of the budgeting process and this authority has been in place for many years. Senate Bill 307 (SB307), which is working its way through the legislature, requires the District to provide notice of its intent to increase nonvoted levies in the ensuing fiscal year. The Lewistown Public Schools Board of Trustees **estimates** the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2017:

LEWISTOWN ELEMENTARY SCHOOL DISTRICT				
Fund Supported	Estimated Change in Revenues*	Estimated Change in Mills*	Estimated Impact, Home of \$100,000*	Estimated Impact, Home of \$200,000*
Bus Depreciation	\$50,000	<u>4.03</u>	\$5.45	\$10.89
Transportation	\$25,000	<u>2.02</u>	\$2.73	\$5.45
Tuition	\$50,000	<u>4.03</u>	\$5.45	\$10.89
Building Reserve	\$0.00	<u>0</u>	\$0.00	\$0.00
Total	\$125,000	<u>10.08</u>	\$13.63	\$27.23
FERGUS HIGH SCHOOL DISTRICT				
Fund Supported	Estimated Change in Revenues*	Estimated Change in Mills*	Estimated Impact, Home of \$100,000*	Estimated Impact, Home of \$200,000*
Adult Education	(\$10,000)	<u>(.75)</u>	(\$1.01)	(\$2.03)
Bus Depreciation	\$85,000	<u>6.34</u>	\$8.56	\$17.12
Transportation	\$0.00	<u>0</u>	\$0.00	\$0.00
Tuition	\$0.00	<u>0</u>	\$0.00	\$0.00
Building Reserve	\$0.00	<u>0</u>	\$0.00	\$0.00
Total	\$75,000	<u>5.59</u>	\$7.55	\$15.09

*Impacts above are based on current certified taxable valuations from the current school fiscal year. If the District's taxable value increases as expected, the mill and taxpayer cost increases will be less than presented here. These estimates are preliminary and changes are expected before the final budgets are set in August.

Along with the public notice requirement for nonvoted levies, SB307 allows for an additional levy in the Building Reserve Fund. Each school district may increase mills in their building reserve fund based on \$15,000.00 plus \$100 per ANB up to 10 mills. **The Trustees of Lewistown Public Schools have determined NOT to permissively levy in this fund due to the passage of a voted levy beginning in fiscal year 2017.**

NOTE: The Elementary School District will have a Bond expiring on June 30, 2017 that will create a reduction of approximately 16 mills.

DATED this 10th day of April, 2017.

Phillip Koterba, Board Chair

Rebekah Rhoades, Business Manager/Clerk

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

19

ITEM TITLE: APPROVE ISSUING CONTRACT TO THOM PECK FOR POSITION OF SUPERINTENDENT

Requested By: Board of Trustees **Prepared By:** Jason Butcher

SUMMARY:

The Board of Trustees needs to approve the contract to Thom Peck for position of Superintendent as shown on the attachment.

SUGGESTED ACTION: Approve Issuing Contract to Thom Peck for Position of Superintendent

☒ **Additional Information Attached**

NOTES:

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

SUPERINTENDENT EMPLOYMENT CONTRACT LEWISTOWN SCHOOL DISTRICT

THIS AGREEMENT, is made and entered into by and between the Board of Trustees (the "Board") of Lewistown School District (the "District") and Thom Peck (the "Superintendent").

1. **Term.** The Board, by and on behalf of the District, employs the Superintendent, and the Superintendent accepts employment as District Superintendent for the District for a term of two years from July 1, 2017, to June 30, 2019.
2. **Record of Authorization for Contract.** This contract was approved by the Board at a properly noticed special meeting dated April 10, 2017. Such approval shall be reflected in the official minutes of such meeting, which shall be available for review by the public upon request.
3. **Renewal.** This Contract, together with the salary agreed to herein, shall be reviewed on or before February 1 in the final year of the contract for consideration of renewal for an additional term of 1 or 2 years, at which time the Board shall make a determination to extend or not to extend the Contract. Should this Contract be renewed by the Board, the salary as stated herein shall be determined in accordance with section 8.
4. **Duties.** The Superintendent is the chief executive officer of the District and shall perform the duties of District Superintendent for the District as prescribed in the job description and as may be assigned by the Board. The Superintendent shall comply with legal Board directives, § 20-4-402, MCA, and other applicable state and federal law, District policies as they exist or may hereafter be adopted or amended, which are incorporated in and made a part of this Contract as though fully set forth herein, except to the extent that any district policy directly conflicts with a specific provision of this contract, in which case, the contract language shall control. The Superintendent shall perform the duties of the Superintendent of schools for the District with reasonable care, skill, and expertise, and in a thorough, prompt, and efficient manner. The Superintendent agrees to devote his time and energy to the performance of these duties in a competent manner.
5. **Professional Activities.** The Superintendent may attend and participate in appropriate professional meetings at the local, state and national levels with the reasonable expenses for such attendance to be borne by the District, including membership fees and dues of the Superintendent in such organization. "Appropriate" and "reasonable" shall include those meetings and expenses incorporated into the budget or otherwise pre-approved by the Board. The Board encourages the Superintendent to attend at least one, but not limited to one, national conference through the duration of this contract.

6. Professional Certification and Records. This Agreement is conditioned on the Superintendent's providing the necessary certification and experience records and other records required for the personnel files or for payroll purposes. Failure to provide necessary certification shall render this Agreement void. Any material misrepresentation may be grounds for dismissal. The term "material" as used herein means any misrepresentation other than minor or insignificant deviation(s) that would not have a bearing on the veracity of the Superintendent or the decision of Board to extend an offer of employment to the Superintendent.

7. Reassignment. The Superintendent shall not be reassigned from the position of Superintendent to another position during the term of the Contract without the mutual written consent of the parties. Reassignment shall not be construed, however, as including the assignment of additional administrative duties as part of a reduction in the number of administrators in the district. In the event that additional duties and responsibilities are required of the Superintendent beyond those anticipated by the parties at the time of execution of this Agreement, the salary of the Superintendent may be renegotiated commensurate with said additional duties and responsibilities.

8. Compensation. The Board agrees to pay the Superintendent for Superintendent's services an annual salary of One Hundred Three Thousand Dollars (\$103,000.00), paid in equal monthly installments unless otherwise agreed to by the parties. The salary referenced in this section shall be paid on the basis of a Two Hundred and Sixty (260) day Contract, with a corresponding daily rate of pay of Three Hundred Ninety-Six Dollars and fifteen cents (\$396.15).

9. Salary Adjustment. The Board shall review the Superintendent's salary on an annual basis in conjunction with the evaluation of performance referenced in section 10, and in its discretion increase the salary.

10. Evaluation. The Board shall evaluate and assess in writing the performance of the Superintendent at least once each school year, prior to January 31.

11. Holidays. The Superintendent is entitled to days off with pay on those holidays specified in section 20-1-305, MCA, subject to the provisions of that section.

12. Vacation Leave and Accrual. The Superintendent is entitled to vacation leave benefits and subject to the cap on accumulation of annual vacation leave under Title 2, Chapter 18, Part 6, MCA. The Superintendent shall inform the Clerk in advance of use of vacation leave or any absences from the District up to five (5) days. The Superintendent shall inform the Board Chair in advance of use of vacation leave or any absences from the District beyond five (5) days. Vacation days taken by the

Superintendent shall be taken at such time or times as will least interfere with the performance of the Superintendent's duties as set forth in this Agreement.

13. Personal Leave. The Superintendent shall be entitled to five (5) days of personal leave per Contract year.

The personal leave days shall not accumulate or carryover, nor shall they be subject to cash payout upon retirement, resignation, or Contract termination.

14. Sick Leave and Accrual. The Superintendent is entitled to the sick leave benefits under Title 2, Chapter 18, Part 6, MCA. The Superintendent shall inform the clerk in advance of use of sick leave, if practical, from the District up to five (5) days. The Superintendent shall inform the board chair in advance of use of sick leave, if practical, from the District beyond five (5) days. The Superintendent shall promptly report all absences due to sick leave to the clerk.

15. Professional Dues. The Board shall pay the Association dues of the Superintendent for the American Association of School Administrators, the School Administrators of Montana, and the SAM Region in which the School District is located, as well as other appropriate affiliations, and civic and social memberships as approved by the Board.

16. Travel Reimbursement. The Board shall reimburse the Superintendent for use of his automobile in conducting business on behalf of the District in accordance with section 2-18-503, MCA.

17. Medical Insurance. The District will pay the full premium for a comprehensive family medical/dental insurance program equivalent to the District's insurance program currently in effect.

18. Consultation Activities. The Superintendent shall be permitted to undertake writing, teaching, speaking engagements and personal investment activities, provided these activities are not deemed by the Trustees to be in conflict with the performance of the Superintendent's duties for the School District. Any consulting work undertaken by the Superintendent for compensation, must be accomplished on the Superintendent's annual leave days, holidays or other non-duty days and/or at times that are considered non-business hours.

19. Professional Liability. The Board shall provide for the immunization, defense, and indemnification of the Superintendent as provided in section 2-9-305, MCA.

20. Termination by Mutual Agreement. This Contract may be terminated by mutual agreement of the Superintendent and the Board in writing upon such terms and conditions as may be mutually agreed.

21. Retirement, Death, Disability. This Agreement shall be terminated upon the death of the Superintendent or upon the Superintendent's retirement. "Retirement" shall mean cessation of services in all states as a superintendent or other administrator in a position requiring certification. If the Superintendent becomes unable to perform the essential functions of the job with reasonable accommodation by the District for a period of time in excess of the Superintendent's accrued vacation and sick leave, this agreement may be terminated.

22. Dismissal for Cause. The Board may dismiss the Superintendent during the term of this Contract for good cause following a hearing before the Board. The Superintendent is entitled to all protections governing dismissal proceedings granted by Montana and federal law. The costs of any legal representation secured by the Superintendent for counsel during dismissal proceedings shall be paid by the Superintendent.

23. Controlling Law. This Contract will be governed by the laws of the state of Montana.

24. Complete Agreement. This Contract embodies the complete agreement of the parties hereto, superseding all oral and written previous and contemporary agreements between the parties. No alteration or modification of this Contract shall be valid unless evidenced by a writing signed by the parties to this Contract.

25. Savings Clause. In the event any one or more of the provisions contained in this Agreement shall, for any reason, be held invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

26. Successors and Assigns. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors and assigns, including any change of membership of the Board.

27. Notices. All notices, consents, request, instructions approvals or other communications provided for herein shall be in writing and delivered by personal delivery or regular U.S. mail, return receipt requested, to the last known address of the party being provided such notice.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

20

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR THE CERTIFIED STAFF

Requested By: Board of Trustees **Prepared By:** Jason Butcher

SUMMARY:

The Board of Trustees needs to approve issuing contracts for the Certified Staff for the 2017-2018 School Year as listed on the attachment.

SUGGESTED ACTION: Approve Issuing Contracts for the Certified Staff

☒ **Additional Information Attached**

NOTES:

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

2017-2018 CERTIFIED STAFF

EMPLOYEE NAME	LOCATION	LANE	STEP	FTE
ARCHULETA, ANGELA F	LEWIS & CLARK	MA+20	Step 4 (3)	1.00
ARMSTRONG, CHAD A	JUNIOR HIGH	MA	Step 15	1.00
ARMSTRONG, GINA GEORGE	GARFIELD	BA+20	Step 15	1.00
BOLING, AUDREY K	GARFIELD	BA+10	Step 11	1.00
BOWEN, DEANNA I	LEWIS & CLARK	BA+30	Step 11	1.00
BRANDON, LUKE A	FERGUS HIGH	BA+30	Step 15	1.00
BRAULICK, DOUGLAS E	FERGUS HIGH	BA	Step 12	1.00
BREIDENBACH, BRADLEY P	LEWIS & CLARK	BA+30	Step 15	1.00
BREIDENBACH, SHERRY J	FERGUS HIGH	BA+20	Step 15	1.00
BUEHLER, DEEANN J	LEWIS & CLARK	MA+10	Step 15	1.00
BUEHLER, DYLAN C	LEWIS & CLARK	BA	Step 4 (2)	1.00
BURK, EMILY A	GARFIELD	BA	Step 4 (1)	1.00
CIRRINCIONE, MEGGAN M	FERGUS HIGH	MA+10	Step 5	1.00
CLOUD, CHARLES T	LEWIS & CLARK	MA	Step 9	1.00
CLOUD, SARAH M	HIGHLAND PARK	MA+10	Step 13	1.00
COMES, JULIE B	HIGHLAND PARK	MA+30	Step 15	1.00
DANIELS, JAMES M	FERGUS HIGH	BA	Step 15	0.519
DECOCK, ADRIENNA J	FERGUS HIGH	BA	Step 4 (3)	1.00
DECOCK, BRENDON A	FERGUS HIGH	BA	Step 7	1.00
DONALDSON, MATTHEW S	JUNIOR HIGH	MA	Step 5	1.00
DRISSELL, PAULA L	GARFIELD	MA	Step 15	1.00
DURBIN, KAREN L	FERGUS HIGH	MA+10	Step 15	1.0535
EIKE, MIRANDA D	JUNIOR HIGH	BA	Step 9	1.00
FELLER, VICTOR J	FERGUS HIGH	MA+30	Step 15	1.00
FERGUSON, KRYSTAL R	JUNIOR HIGH	BA+20	Step 7	1.00
FINCH, SHELBY N	GARFIELD	BA	Step 4 (1)	1.00
FLENTIE, SUSAN	JUNIOR HIGH	MA+30	Step 15	1.00
FOX, SANDRA A	LEWIS & CLARK	MA+30	Step 11	1.00
GEE, AMANDA D	GARFIELD	MA	Step 14	1.00
GILSKEY, LAURA A	HIGHLAND PARK	BA+30	Step 15	1.00
GREMAUX, CINDY R	LEWIS & CLARK	BA+30	Step 15	1.00
GRUENER, BRENDA L	HIGHLAND PARK	MA	Step 12	1.00
GUYER, EMMA L	GARFIELD	BA	Step 4 (2)	1.00
HENDERSON, JODI L	GARFIELD	BA	Step 4 (1)	1.00
HENDERSON, TROY I	FERGUS HIGH	MA+20	Step 14	1.00
HENSON, SARAH E	JUNIOR HIGH	BA+20	Step 7	1.00
HESER, HOLLY J	FERGUS HIGH	BA+30	Step 15	1.00
HILDEBRANT, CHRISTOPHER B	FERGUS HIGH	BA	Step 6	1.00
HUDSON, NANCY A	LEWIS & CLARK	BA+30	Step 15	1.00
HUDSON, TROY D	FERGUS HIGH	BA+30	Step 15	1.00
IRISH, JEAN M	GARFIELD	BA	Step 6	1.00
IRWIN, KATHLEEN L	HIGHLAND PARK	BA+30	Step 13	1.00
JENNESS, ASHLEY D	HIGHLAND PARK	MA+10	Step 8	1.00
JENNI, AMANDA K	LEWIS & CLARK	BA	Step 7	1.00

2017-2018 CERTIFIED STAFF

EMPLOYEE NAME	LOCATION	LANE	STEP	FTE
JENSEN, JENNIFER L	HIGHLAND PARK	BA	Step 14	1.00
JOHNSON, ORIN W	HIGHLAND PARK	BA	Step 4 (3)	1.00
KIRSCH, ELIZABETH A	HIGHLAND PARK	BA+10	Step 14	1.00
LAROWE, DESIREE N	GARFIELD	MA	Step 4 (1)	1.00
LEAR, DEREK J	HIGHLAND PARK	BA	Step 4 (3)	1.00
LENSING, LYNN L	LEWIS & CLARK	MA+20	Step 15	1.00
LEWIS, DIANE	FERGUS HIGH	BA+20	Step 15	1.00
LONG, JARED R	FERGUS HIGH	MA+10	Step 9	1.2139
LONG, LESLIE A	FERGUS HIGH	MA	Step 13	1.00
LUND, CHELSEY A	JUNIOR HIGH	MA	Step 4	1.00
MAJERUS, TERESA	JUNIOR HIGH	MA+10	Step 15	1.0267
MANGOLD, MIKE T	FERGUS HIGH	MA+30	Step 15	1.00
MCKINNEY, SARA L	HIGHLAND PARK	BA	Step 8	1.00
MILLER, BEVERLY K	JUNIOR HIGH	MA+30	Step 15	1.00
MILLER, JESSICA R	FERGUS HIGH	MA	Step 4	1.00
MURPHY, JILL E	HIGHLAND PARK	BA	Step 5	1.00
NEFZGER, SUE A	FERGUS HIGH	MA+30	Step 10	1.00
NEFZGER, TIMOTHY W	FERGUS HIGH	MA+30	Step 10	1.00
OLSON, STEVE J	FERGUS HIGH	MA	Step 15	1.00
ORTMAN, KARL T	FERGUS HIGH	MA+30	Step 6	1.00
ORTMAN, LAUREN L	JUNIOR HIGH	BA	Step 4	1.00
PATTEN, TACE M	GARFIELD	BA	Step 4 (1)	1.00
RINALDI, LINDA M	FERGUS HIGH	MA+30	Step 15	1.00
ROBERTS, PAMELA L	GARFIELD	BA	Step 5	1.00
ROBINS, JAYME D	HIGHLAND PARK	BA	Step 4 (2)	1.00
RUSSELL, JEFFREY L	LEWIS & CLARK	BA	Step 15	1.00
SCHWALLER, RACHAEL H	HIGHLAND PARK	BA+20	Step 4	1.00
SHELAGOWSKI, BRETT A	FERGUS HIGH	BA+30	Step 11	1.00
SHELAGOWSKI, LISA M	HIGHLAND PARK	BA+20	Step 11	1.00
SMITH, MELANIE K	FERGUS HIGH	MA+10	Step 15	1.00
SPARKS, BRIDGET K	GARFIELD	MA	Step 15	1.00
SPRAGGINS, KATHERINE A	JUNIOR HIGH	MA	Step 15	1.00
STANDLEY, SUSAN	GARFIELD	MA+10	Step 4 (2)	1.00
SULLIVAN, SARA A	GARFIELD	BA+10	Step 6	1.00
SUMMERHAYS, BRITTANY A	FERGUS HIGH	BA	Step 4 (1)	1.00
TRAFTON, MICHELLE S	FERGUS HIGH	MA+30	Step 15	1.00
UDELHOVEN, LEXI L	HIGHLAND PARK	BA	Step 4 (3)	1.00
VALLINCOURT, JESSICA M	FERGUS HIGH	MA+10	Step 5	1.00
VALLINCOURT, NOAH D	JUNIOR HIGH	MA+30	Step 4	1.00
VAUGHN, KERRY A	HIGHLAND PARK	MA+10	Step 6	1.00
WEICHEL, POLLY D	HIGHLAND PARK	BA+20	Step 14	1.00
WEINHEIMER, LEEANNE	HIGHLAND PARK	MA+20	Step 15	1.00
WELSH, DEVNEY M	HIGHLAND PARK	BA+10	Step 7	1.00
WHITNEY-REED, JILL M	LEWIS & CLARK	MA+30	Step 15	1.00

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

21

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR CERTIFIED AND CLASSIFIED ADMINISTRATORS

Requested By: Board of Trustees **Prepared By:** Jason Butcher

SUMMARY:

The Board of Trustees needs to approve issuing contracts for the Certified and Classified Administrators for the 2017-2018 School Year as listed on the attachment.

SUGGESTED ACTION: Approve Issuing Contracts for the Certified and Classified Administrators

☒ **Additional Information Attached**

NOTES:

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

RECOMMENDED 2017-2018 SALARIES

CERTIFIED ADMINISTRATORS			
Name	Position	FTE	Salary
DUBBS, SCOTT A	CURRICULUM DIRECTOR	1.00	2016-2017 Level + Negotiated Percentage (2%)
ELLIOTT, JEFFREY W	H.S.PRINCIPAL	1.00	2016-2017 Level + Negotiated Percentage (2%)
FRIESEN, JEFFREY A	HS ASST PRINCIPAL	1.00	2016-2017 Level + Negotiated Percentage (2%)
LEWIS, MATTHEW P	PRINCIPAL	1.00	2016-2017 Level + Negotiated Percentage (2%)
MAJERUS, TIMOTHY J	JR HIGH PRINCIPAL	1.00	2016-2017 Level + Negotiated Percentage (2%)
VENTRESCA, MATTHEW V	PRINCIPAL	1.00	2016-2017 Level + Negotiated Percentage (2%)
WIRTZBERGER, DANIEL S	L & C PRINCIPAL	1.00	2016-2017 Level + Negotiated Percentage (2%)

CLASSIFIED ADMINISTRATORS			
BARBER, RANDALL L	DIR BLDGS/GRN	1.00	2016-2017 Level + Negotiated Percentage (2%)
FRIESEN, AMIE D	SCHOOL FD DIR	1.00	2016-2017 Level + Negotiated Percentage (2%)
KLAPWYK, WILLIAM J	TECHNOLOGY DIRECTOR	1.00	2016-2017 Level + Negotiated Percentage (2%)
KLIPPENES, STEPHEN R	TRANSP DIR	1.00	2016-2017 Level + Negotiated Percentage (2%)
OLDENBURG, S. DIANE	COMM ED DIR	1.00	2016-2017 Level + Negotiated Percentage (2%)
RHOADES, REBEKAH A	BUS MGR/CLERK	1.00	2016-2017 Level + Negotiated Percentage (2%)

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

22

ITEM TITLE: APPROVE 2017-2018 CLASSIFIED STAFF SALARY MATRIX

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve the attached salary matrix for the 2017-2018 Fiscal Year for the Classified Staff. This matrix reflects the 2% negotiated increase.

SUGGESTED ACTION: Approve 2017-2018 Classified Staff Salary Matrix

☒ **Additional Information Attached**

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
FY2017-18 CLASSIFIED PAY MATRIX
April 10, 2017

FY18 NEGOTIATED INCREASE:

2%

	0	1	2	3	4	5	6	7	8	9	10	11+
ADMIN SECRETARY	13.71	14.13	14.54	14.95	15.36	15.77	16.18	17.01	17.01	17.01	17.01	17.83
ADMIN SECRETARY+15	14.13	14.54	14.95	15.36	15.77	16.18	16.59	17.41	17.41	17.41	17.41	18.24
ADMIN SECRETARY+30	14.54	14.95	15.36	15.77	16.18	16.59	17.01	17.83	17.83	17.83	17.83	18.65
ADMIN SECRETARY+45	15.36	15.77	16.18	16.59	17.01	17.41	17.83	18.65	18.65	18.65	18.65	19.47
COMPUTER TECH/PAYROLL	17.31	17.83	18.35	18.87	19.39	19.91	20.43	21.47	21.47	21.47	21.47	22.50
COMPUTER TECH/PAYROLL+15	17.83	18.35	18.87	19.39	19.91	20.43	20.95	21.98	21.98	21.98	21.98	23.02
COMPUTER TECH/PAYROLL+30	18.35	18.87	19.39	19.91	20.43	20.95	21.47	22.50	22.50	22.50	22.50	23.55
COMPUTER TECH/PAYROLL+45	19.39	19.91	20.43	20.95	21.47	21.98	22.50	23.55	23.55	23.55	23.55	24.59
FIRST COOK/BAKER	11.40	11.73	12.06	12.39	12.71	13.05	13.38	14.04	14.04	14.04	14.04	14.04
FIRST COOK/BAKER+15	11.73	12.06	12.39	12.71	13.05	13.38	13.71	14.37	14.37	14.37	14.37	14.37
FIRST COOK/BAKER+30	12.06	12.39	12.71	13.05	13.38	13.71	14.04	14.70	14.70	14.70	14.70	14.70
FIRST COOK/BAKER+45	12.71	13.05	13.38	13.71	14.04	14.37	14.70	15.36	15.36	15.36	15.36	15.36
FOOD SERVER/KITCHEN AIDE	10.74	10.99	11.26	11.52	11.78	11.78	11.78	11.78	11.78	11.78	11.78	11.78
FOOD SERVER/KITCHEN AIDE+15	11.00	11.26	11.52	11.78	12.03	12.03	12.03	12.03	12.03	12.03	12.03	12.03
FOOD SERVER/KITCHEN AIDE+30	11.26	11.52	11.78	12.03	12.29	12.29	12.29	12.29	12.29	12.29	12.29	12.29
FOOD SERVER/KITCHEN AIDE+45	11.78	12.04	12.30	12.55	12.81	12.81	12.81	12.81	12.81	12.81	12.81	12.81
HOT LUNCH VAN	12.47	12.75	13.04	13.33	13.61	13.61	13.61	13.61	13.61	13.61	13.61	13.61
HOT LUNCH VAN+15	12.75	13.04	13.33	13.61	13.90	13.90	13.90	13.90	13.90	13.90	13.90	13.90
HOT LUNCH VAN+30	13.04	13.33	13.61	13.90	14.19	14.19	14.19	14.19	14.19	14.19	14.19	14.19
HOT LUNCH VAN+45	13.61	13.90	14.19	14.47	14.76	14.76	14.76	14.76	14.76	14.76	14.76	14.76
IMC TECH	12.49	12.85	13.21	13.57	13.94	14.29	14.66	14.66	14.66	14.66	14.66	14.66
IMC TECH+15	12.85	13.21	13.57	13.94	14.29	14.66	15.02	15.02	15.02	15.02	15.02	15.02
IMC TECH+30	13.21	13.57	13.94	14.29	14.66	15.02	15.39	15.39	15.39	15.39	15.39	15.39
IMC TECH+45	13.94	14.29	14.66	15.02	15.39	15.75	16.11	16.11	16.11	16.11	16.11	16.11
MAINT I	8.88	9.21	9.53	9.86	10.20	10.20	10.20	10.20	10.20	10.20	10.20	10.20
MAINT I+15	9.21	9.53	9.86	10.20	10.53	10.53	10.53	10.53	10.53	10.53	10.53	10.53
MAINT I+30	9.53	9.86	10.20	10.52	10.84	10.84	10.84	10.84	10.84	10.84	10.84	10.84
MAINT I+45	10.20	10.52	10.85	11.17	11.51	11.51	11.51	11.51	11.51	11.51	11.51	11.51
MAINT II	12.47	12.78	13.09	13.40	13.71	14.02	14.34	14.96	14.96	14.96	14.96	15.57
MAINT II+15	12.78	13.09	13.40	13.71	14.02	14.34	14.65	15.27	15.27	15.27	15.27	15.90
MAINT II+30	13.09	13.40	13.71	14.02	14.34	14.65	14.96	15.58	15.58	15.58	15.58	16.21
MAINT II+45	13.71	14.02	14.34	14.65	14.96	15.27	15.58	16.21	16.21	16.21	16.21	16.83
MAINT III	12.79	13.11	13.43	13.74	14.07	14.39	14.70	15.35	15.35	15.35	15.35	15.98
MAINT III+15	13.11	13.43	13.74	14.07	14.39	14.70	15.02	15.66	15.66	15.66	15.66	16.30
MAINT III+30	13.43	13.74	14.07	14.39	14.70	15.02	15.35	15.98	15.98	15.98	15.98	16.62
MAINT III+45	14.07	14.39	14.70	15.02	15.35	15.66	15.98	16.62	16.62	16.62	16.62	17.27
MAINT IV	13.32	13.65	13.98	14.32	14.65	14.98	15.31	15.98	15.98	15.98	15.98	16.65
MAINT IV+15	13.65	13.98	14.32	14.65	14.98	15.31	15.65	16.31	16.31	16.31	16.31	16.98
MAINT IV+30	13.98	14.32	14.65	14.98	15.31	15.65	15.98	16.65	16.65	16.65	16.65	17.31
MAINT IV+45	14.65	14.98	15.31	15.65	15.98	16.31	16.65	17.31	17.31	17.31	17.31	17.98
MAINT V	18.12	18.56	19.02	19.46	19.92	20.37	20.83	21.74	21.74	21.74	21.74	22.64
MAINT V+15	18.56	19.02	19.46	19.92	20.37	20.83	21.28	22.18	22.18	22.18	22.18	23.10
MAINT V+30	19.02	19.46	19.92	20.37	20.83	21.28	21.74	22.64	22.64	22.64	22.64	23.53
MAINT V+45	19.92	20.37	20.83	21.28	21.74	22.18	22.64	23.54	23.54	23.54	23.54	24.45
MAINT VI	20.31	21.32	22.34	23.36	24.37	25.39	26.40	26.40	26.40	26.40	26.40	26.40
MAINT VI+15	21.32	22.34	23.36	24.37	25.39	26.40	27.41	27.41	27.41	27.41	27.41	27.42
MAINT VI+30	22.34	23.36	24.37	25.39	26.40	27.41	28.43	28.43	28.43	28.43	28.43	28.43
MAINT VI+45	23.36	24.37	25.39	26.40	27.41	28.43	29.44	29.44	29.44	29.44	29.44	29.45
MECH I	16.28	16.69	17.10	17.50	18.36	19.21	19.44	19.89	19.89	19.89	19.89	20.35
MECH I+15	16.69	17.10	17.50	17.91	18.76	19.62	19.85	20.30	20.30	20.30	20.30	20.76
MECH I+30	17.10	17.50	17.91	18.32	19.17	20.03	20.26	20.71	20.71	20.71	20.71	21.15
MECH I+45	17.73	18.14	18.54	18.95	19.81	20.66	20.89	21.34	21.34	21.34	21.34	21.79
PARA EDUCATOR	10.54	10.80	11.07	11.33	11.60	11.85	12.12	12.12	12.12	12.12	12.12	12.12
PARA EDUCATOR+15	11.32	11.59	11.85	12.11	12.38	12.64	12.90	12.90	12.90	12.90	12.90	12.90
PARA EDUCATOR+30	11.66	11.92	12.18	12.45	12.71	12.98	13.24	13.24	13.24	13.24	13.24	13.24
PARA EDUCATOR+45	12.34	12.60	12.86	13.12	13.39	13.65	13.92	13.92	13.92	13.92	13.92	13.92
PARA EDUCATOR+CERT	13.02	13.27	13.55	13.80	14.06	14.33	14.60	14.60	14.60	14.60	14.60	14.60
PURCH/REC	15.42	15.88	16.33	16.80	17.26	17.73	18.19	19.11	19.11	19.11	19.11	20.04
PURCH/REC+15	15.88	16.33	16.80	17.26	17.73	18.19	18.65	19.58	19.58	19.58	19.58	20.50
PURCH/REC+30	16.33	16.80	17.26	17.73	18.19	18.65	19.11	20.04	20.04	20.04	20.04	20.96
PURCH/REC+45	17.26	17.73	18.19	18.65	19.11	19.58	20.04	20.96	20.96	20.96	20.96	21.89
SECOND COOK/BAKER	11.21	11.53	11.86	12.18	12.51	12.83	13.16	13.81	13.81	13.81	13.81	13.81
SECOND COOK/BAKER+15	11.53	11.86	12.18	12.51	12.83	13.16	13.48	14.13	14.13	14.13	14.13	14.13
SECOND COOK/BAKER+30	11.86	12.18	12.51	12.83	13.16	13.48	13.81	14.45	14.45	14.45	14.45	14.45
SECOND COOK/BAKER+45	12.51	12.83	13.16	13.48	13.81	14.13	14.46	15.11	15.11	15.11	15.11	15.11
SECRETARY	12.32	12.69	13.07	13.43	13.81	14.17	14.54	15.28	15.28	15.28	15.28	16.02
SECRETARY+15	12.69	13.06	13.43	13.81	14.17	14.54	14.91	15.66	15.66	15.66	15.66	16.39
SECRETARY+30	13.06	13.43	13.81	14.17	14.54	14.91	15.28	16.02	16.02	16.02	16.02	16.76
SECRETARY+45	13.81	14.17	14.54	14.91	15.28	15.66	16.02	16.77	16.77	16.77	16.77	17.50
TRANSPORTATION	16.00	16.32	16.64	16.96	17.28	17.28	17.28	17.28	17.28	17.28	17.28	17.28
TRANSPORTATION+15	16.32	16.64	16.96	17.28	17.61	17.61	17.61	17.61	17.61	17.61	17.61	17.61
TRANSPORTATION+30	16.64	16.96	17.28	17.60	17.93	17.93	17.93	17.93	17.93	17.93	17.93	17.93
TRANSPORTATION+45	17.28	17.61	17.91	18.24	18.56	18.56	18.56	18.56	18.56	18.56	18.56	18.56
WORK EXPERIENCE DRIVER	10.13	10.38	10.64	10.89	11.14	11.40	11.65	11.65	11.65	11.65	11.65	11.65
WORK EXPERIENCE DRIVER+15	10.88	11.13	11.39	11.64	11.89	12.15	12.40	12.40	12.40	12.40	12.40	12.40
WORK EXPERIENCE DRIVER+30	11.21	11.46	11.72	11.97	12.21	12.47	12.72	12.72	12.72	12.72	12.72	12.72
WORK EXPERIENCE DRIVER+45	11.85	12.11	12.36	12.61	12.87	13.12	13.37	13.37	13.37	13.37	13.37	13.37
SCHOOL NURSE (RN)	19.10	19.67	20.25	20.82	21.39	21.97	22.54	22.54	22.54	22.54	22.54	22.54
SCHOOL NURSE (RN)+15	19.67	20.25	20.82	21.39	21.97	22.54	23.11	23.11	23.11	23.11	23.11	23.11
SCHOOL NURSE (RN)+30	20.25	20.82	21.39	21.97	22.54	23.11	23.69	23.69	23.69	23.69	23.69	23.69
SCHOOL NURSE (RN)+45	21.39	21.97	22.54	23.11	23.69	24.26	24.83	24.83	24.83	24.83	24.83	24.83

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

23

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2016-2017 SCHOOL YEAR

Requested By: Board of Trustees **Prepared By:** Jennifer Peterson

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2016-2017 School Year as listed below:

Substitute Teacher/Aide List:

Sam Phillips
Christine Solheim

Substitute School Food List:

Susan Kucera
Evelyn J. Tesarek

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2016-2017 School Year

☐ **Additional Information Attached**

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/10/2017

Agenda Item No.

24

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees **Prepared By:** Jason Butcher

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

☒ **Additional Information Attached**

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday April 10, 2017

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	RECOMMENDED BY	COMMENTS
KELSEY, Michael	LJHS Track 1st Assistant	Junior High School	Approve appointment on schedule---(.057 x \$32,579.00) \$1,857.00	3/27/2017	Tim Majerus	See attached memo.
EDWARDS, Kamron	LJHS Track Assistant	Junior High School	Approve appointment on schedule---(.050 x \$32,579.00) \$1,628.95	3/27/2017	Tim Majerus	See attached memo.
MARTIN, Rachel	Food Server/Cashier	Highland Park	Approve appointment on schedule---FOOD SERVER/CASHIER Step 0 for up to 3.75 hours per day for up to 41 days	4/3/2017	Amie Friesen	Replacing Susan Kucera
TAYLOR, Tara	Head JH Volleyball Coach	Junior High School	Accept Letter of Resignation.	2017-18 School Year		See attached letter.
SMITH, Melanie	Cross Country Assistant Coach	Fergus High School	Accept Letter of Resignation.	2017-18 School Year		See attached letter.
CHRISTENSEN. Chateau	First Grade Teacher	Garfield	Accept Letter of Resignation.	5/31/2017		See attached letter.
STIVERS, Sydney	Social Studies Teacher	Fergus High School	Approve appointment on schedule---BA Step 4 (Actual Step 0) 1.0 FTE	4/10/2017	Jeff Friesen	Replacing Sandy Arnstad
TARPLEE, Timothy	Industrial Technology Teacher	Fergus High School	Approve appointment on schedule---MA Step 6 1.0 FTE	4/10//2017	Jeff Elliott	Replacing Ron Peevy
ADAMS, Steve	Industrial Tech Teacher	Fergus High School	Approve appointment on schedule---BA Step 4 (Actual Step 0) 0.5 FTE	4/10/2017	Jeff Elliott	Replacing Loren Drivdahl
YERMAN, Mary Lou	Bus Aide/Teacher's Aide	Transportation	Accept Letter of Resignation.	4/21/2017		See attached letter.
BLACKADAR, Tom	Head Custodian	Fergus High School	Approve appointment on schedule---MAINT 4 Step 0 up to 8 hours per day for up to 75 days	3/18/2017	Randy Barber	Replacing Joel Bennett
LaROWE, Nycole	Girl's Head Basketball Coach	Fergus High School	Approve appointment on schedule---(.015 x \$33,231.00) \$4,984.65	4/10/2017	Jim Daniels	See attached memo.
BUEHLER, Dylan	Sixth Grade Teacher	Lewis & Clark	Approve Master of Science in Sciene Education Curriculum	4/10/2017		See attached letter.

March 20, 2017

To whom it may concern,

I am writing to inform you that I will be resigning my position as the head Lewistown Junior High Volleyball coach. While I have enjoyed my time over the years working with our youth and the future of FHS volleyball, work demands and other commitments must take precedence. Thank you for the opportunity.

Sincerely,

Tara Taylor
Head Lewistown Junior High Volleyball Coach

To whom it may concern:

Effective January 23rd, I am resigning my position as xc assistant coach.

I have had the privilege of working with many exemplary coaches while coaching various sports here at Fergus High: Ron Miller, Troy Hudson, Sterling Sundheim, Jim Daniels, Nancy Hudson, Sue Habbe, Craig Buehler. I cannot imagine someone who has worked with more talented, knowledgeable and morally outstanding individuals than I have had the honor of doing. All of these people ran programs with integrity, dedication, and respect for their players and assistant coaches because they, themselves, have integrity, dedication and respect for themselves.

Susie Flentie is certainly no exception. She runs her program with incredible passion, professionalism, dedication, and unmatched integrity. If I had children, I would know that she loves them and would do anything for them. It is not uncommon to hear the xc students "complain" about the difficulty and expectations of Coach Flentie. What a great compliment! However, it is also the underlying knowledge that every single one of her runners has that if they ever needed her, for anything, she would help them.

So, I resign knowing I have had the privilege to work within and with a coach who will fight for what is right, fight for her runners, and do it with class, respect, and fire.

Thank you,
Melanie Smith

Matt Lewis
Garfield Elementary
Lewistown Public Schools
Lewistown, MT 59457

Dear Mr. Lewis and Garfield Elementary Staff,

I am writing in regards to a new opportunity which I have been presented. I have accepted an offer for a teaching position near home, so I am extending my resignation from my position as a first grade teacher. Though I am thrilled for the chance to be close to my family, I will be so sad to leave this school district.

I cannot imagine a better place to have started my path as an educator. The experiences and opportunities, along with the friendships I have developed here, will follow me through the rest of my teaching career. I am so grateful for my time with your district.

Thank you so much for all of the support and guidance you have offered me. I greatly appreciate all you have done.

Sincerely,



Chateau Christensen



Jennifer Peterson <jennifer.peterson@lewistown.k12.mt.us>

Fwd: Resignation- Mary Lou Yerman

1 message

Jason Butcher <jbutcher@lewistown.k12.mt.us>

Sun, Apr 2, 2017 at 8:18 PM

To: Jennifer Peterson <jennifer.peterson@lewistown.k12.mt.us>

----- Forwarded message -----

From: "Mary Yerman" <dynamiteyerman@yahoo.com>

Date: Apr 2, 2017 8:17 PM

Subject: Resignation- Mary Lou Yerman

To: <jbutcher@lewistown.k12.mt.us>

Cc:

April 2, 2003

Jason Butcher
Superintendent
Lewistown Public Schools
215 7th Ave. S.
Lewistown, MT 59457

Dear Mr. Butcher,

I am writing this "Letter of Resignation" to inform you that I will be resigning from my "Bus Aide/ Teacher's Aide" position with the "Lewistown Public Schools." Also, I would like to give you a two weeks notice effective Friday, April 21, 2017.

Thank you for the opportunities you gave me while working for the "Lewistown Public Schools".
I enjoyed working for you.

Please let me know if I can assist you in any way within the next two weeks, because I will be glad to help in any way I can. Feel free to call my cell phone 380-0726.

Respectfully yours,

Mary Lou Yerman

Dylan Buehler
Lewis and Clark Elementary
212 Crystal Dr.
Lewistown, Mt. 59457

4/05/2017

Lewistown School Board
Lincoln Building
215 7th Ave. South
Lewistown, Mt. 59457

Trustees,

My name is Dylan Buehler, I am currently one of the 6th grade teachers at Lewis and Clark Elementary. I am looking to continue my education with a master's degree. The program that I am looking to start this summer hopefully, is the MSSE program through Montana State University. MSSE stands for **Master of Science in Science Education**.

The mission statement directly from the University website states, "The mission of the Master of Science in Science Education (MSSE) program is to provide an exemplary, accessible, responsive, and student-centered science and applied science education master's degree resulting in enhanced teaching and learning of science for educators and their students." The program requires students to have an undergraduate degree in Science or Elementary/Secondary Education, a 3.0 GPA in undergrad, as well as 2 years of teaching experience. Therefore, I am qualified to apply for the program and think it will be very beneficial.

I am responsible for teaching two classes of 6th graders earth science, and believe that this program will help me achieve higher levels of comprehension with what I am teaching as well as an understanding on how to keep science "cool." The program delves into subjects such as geology, solar energy, ecology, thermal water features of Yellowstone, and many other earth science topics that I cover throughout the year.

My question is, will this masters' program be accepted for my continuing education, and will it allow me to slide over on the pay scale with accumulated credits?

Thanks very much for your time, and consideration,

Dylan Buehler

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.

**LEWISTOWN PUBLIC SCHOOLS
2016-2017 SCHOOL CALENDAR**

A. Pupil Instruction

First Semester **90 Days** **Second Semester** **89 Days**

FIRST QUARTER					DAYS
First Week	Aug	25 -- Aug	26	2	
Second Week	Aug	29 -- Sept	2	5	
Third Week	Sept	6 -- Sept	9	4	
Fourth Week	Sept	12 -- Sept	16	5	
Fifth Week	Sept	19 -- Sept	23	5	
Sixth Week	Sept	26 -- Sept	30	5	
Seventh Week	Oct	3 -- Oct	7	5	
Eighth Week	Oct	10 -- Oct	14	5	
Ninth Week	Oct	17 -- Oct	19	3	
Tenth Week	Oct	24 -- Oct	28	5	
					44

THIRD QUARTER					DAYS
First Week	Jan	23 -- Jan	27	5	
Second Week	Jan	30 -- Feb	3	5	
Third Week	Feb	6 -- Feb	10	5	
Fourth Week	Feb	13 -- Feb	17	5	
Fifth Week	Feb	20 -- Feb	23	4	
Sixth Week	Feb	27 -- Mar	3	5	
Seventh Week	Mar	6 -- Mar	10	5	
Eighth Week	Mar	13 -- Mar	17	5	
Ninth Week	Mar	20 -- Mar	24	5	
					44

SECOND QUARTER					DAYS
First Week	Oct	31 -- Nov	2	3	
Second Week	Nov	7 -- Nov	11	5	
Third Week	Nov	14 -- Nov	18	5	
Fourth Week	Nov	21 -- Nov	22	2	
Fifth Week	Nov	28 -- Dec	2	5	
Sixth Week	Dec	5 -- Dec	9	5	
Seventh Week	Dec	12 -- Dec	16	5	
Eighth Week	Dec	19 -- Dec	21	3	
Ninth Week	Jan	3 -- Jan	6	4	
Tenth Week	Jan	9 -- Jan	13	5	
Eleventh Week	Jan	17 -- Jan	20	4	
					46

FOURTH QUARTER					DAYS
First Week	Mar	27 -- Mar	31	5	
Second Week	Apr	3 -- Apr	7	5	
Third Week	Apr	10 -- Apr	13	4	
Fourth Week	Apr	18 -- Apr	21	4	
Fifth Week	Apr	24 -- Apr	28	5	
Sixth Week	May	1 -- May	5	5	
Seventh Week	May	8 -- May	12	5	
Eighth Week	May	15 -- May	19	5	
Ninth Week	May	22 -- May	26	5	
Tenth Week	May	30 -- May	31	2	
					45

Totals

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

August 23-24	PIR	2.00
October 20-21	Staff Development Days - Teachers Convention	2.00
November 2-3	Parent Teacher Conferences (Evening on Nov 2, All Day on Nov 3)	1.50
January 16	PIR	1.00
March 28	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 5	Labor Day
October 20-21	Fall Vacation (Teachers - Convention)
November 3	Parent Teacher Conferences (Vacation Day for Students)
November 4	Vacation Day
November 23-25	Thanksgiving Vacation
December 22-January 2	Winter Break
January 16	PIR (Vacation day for Students)
February 24	Vacation Day
April 14-17	Spring Break
May 29	Memorial Day