

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

Monday, March 20, 2023

SPECIAL BOARD MEETING

Meeting ID

meet.google.com/zwm-hkxe-thy

Phone Numbers

(US)+1 [929-279-3667](tel:929-279-3667)

PIN: 177 285 744#

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

BOARD OF TRUSTEES

1. Roll Call
2. Pledge of Allegiance
3. Recognition of Parents, Patrons, and Others Who Wish to Address the Board

ACTION ITEM

4. Approve Personnel Report

EXECUTIVE SESSION

5. Personnel Matter

ADJOURNMENT

PUBLIC PARTICIPATION

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

- 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

03/20/2023

Agenda Item No.

3

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

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

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

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

SUGGESTED ACTION:

 Additional Information Attached Estimated cost/fund source _____

NOTES

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

03/20/2023

Agenda Item No.

4

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees **Prepared By:** Christy Rogers

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

Additional Information Attached

NOTES:

		Motion	Second	Aye	Nay	Abstain	Other
Board Action							
Bailey							
Birdwell							
Koterba							
Southworth							
Brady							
Heintz							
Fulbright							

LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

Monday March 20, 2023

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
STANSBERRY, Christopher	Custodian	Garfield Elementary School	Approve appointment on schedule MAINTENANCE II Step 0 for up to 4 hours per day for up to 51 days in addition to current TRANSPORTATION- BUS DRIVER, up to 4 hours per day	3/23/2023	Jason Fry	Replacing Bradley Clark

EXECUTIVE SESSION

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

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

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/20/2023

Agenda Item No.

5

ITEM TITLE: DISCUSSION – PERSONNEL MATTER

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees will go into executive session to discuss a personnel matter.

SUGGESTED ACTION: Personnel Matter

NOTES:

AUGUST 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

PIR DAYS (Pupil Instruction-Related)

- August 22 New Staff Orientation
- August 29-30 All Staff Orientation/PIR
- October 20-21 Staff Development Days
Teachers Convention (Billings)
- Oct 31-Nov 11 Parent-Teacher Conferences
Schedules vary by school
PIR November 3rd
No school November 3rd-4th
- March 27-31 Parent-Teacher Conferences
Schedules vary by school
Full school days for students
- May 15 PIR Day

HOLIDAYS & VACATIONS

No School for Teachers or Students

- September 5 Labor Day
- November 4 Vacation Day
- November 23-25 Thanksgiving Vacation
- Dec 23 - Jan 2 Winter Break
- February 24 Vacation Day
- April 10 Easter Vacation
- May 29 Memorial Day

- New Teacher Orientation
- First/Last Day of School K-4 First Day
- End of Quarter
- Quarter Mid-Term
- End of Semester (2nd & 4th quarters)
- School Dismissed at 1:30 pm
- FHS Graduation Day
- PIR Day (No School for Students)
- Vacation Day (Day Off/No School)
- Paid Holiday (Day Off/No School)
- Flex Day (No School for Students)

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)	First Semester	88 days	Second Semester	91 days		
	FIRST QUARTER	DAYS	THIRD QUARTER	DAYS		
	First Week	Aug 31 to Sept 2	3	First Week	Jan 23 to Jan 27	5
	Second Week	Sept 6 to Sept 9	4	Second Week	Jan 30 to Feb 3	5
	Third Week	Sept 12 to Sept 16	5	Third Week	Feb 6 to Feb 10	5
	Fourth Week	Sept 19 to Sept 23	5	Fourth Week	Feb 13 to Feb 17	5
	Fifth Week	Sept 26 to Sept 30	5	Fifth Week	Feb 20 to Feb 23	4
	Sixth Week	Oct 3 to Oct 7	5	Sixth Week	Feb 27 to March 3	5
	Seventh Week	Oct 10 to Oct 14	5	Seventh Week	March 6 to March 10	5
	Eighth Week	Oct 17 to Oct 19	3	Eighth Week	March 13 to March 17	5
	Ninth Week	Oct 24 to Oct 28	5	Ninth Week	March 20 to March 24	5
		40			44	
SECOND QUARTER	DAYS	FOURTH QUARTER	DAYS			
First Week	Oct 31 to Nov 2	3	First Week	March 27 to March 31	5	
Second Week	Nov 7 to Nov 11	5	Second Week	April 3 to April 7	5	
Third Week	Nov 14 to Nov 18	5	Third Week	April 11 to April 14	4	
Fourth Week	Nov 21 to Nov 22	2	Fourth Week	April 17 to April 21	5	
Fifth Week	Nov 28 to Dec 2	5	Fifth Week	April 24 to April 28	5	
Sixth Week	Dec 5 to Dec 9	5	Sixth Week	May 1 to May 5	5	
Seventh Week	Dec 12 to Dec 16	5	Seventh Week	May 8 to May 12	5	
Eighth Week	Dec 19 to Dec 22	4	Eighth Week	May 16 to May 19	4	
Ninth Week	Jan 3 to Jan 6	4	Ninth Week	May 22 to May 26	5	
Tenth Week	Jan 9 to Jan 13	5	Tenth Week	May 30 to June 2	4	
Eleventh Week	Jan 16 to Jan 20	5			47	
		48				
				Total Days	179	

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 22	New Staff Orientation	
	August 29-30	All Staff Orientation/PIR	2.0
	October 20-21	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 31-Nov 11	Parent-Teacher Conferences <i>Schedules vary by school No school November 3rd & 4th</i>	1.5
	March 27-31	Parent-Teacher Conferences <i>Schedules vary by school Full school days for students</i>	.5
	May 15	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
		8.0	

HOLIDAYS & VACATIONS	<i>Dates Inclusive</i>	September 5	Labor Day
		November 4	Vacation Day
		November 23-25	Thanksgiving Vacation
		Dec 23-Jan 2	Winter Break
		February 24	Vacation Day
		April 10	Easter Vacation
		May 29	Memorial Day
	July 4	Vacation Day (12-mo employees)	