

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, SEPTEMBER 11, 2023

REGULAR BOARD MEETING

Meeting ID

meet.google.com/ccw-gomy-dip

Phone Numbers

[\(US\)+1 605-743-0395](tel:+16057430395)

PIN: 421 669 826#

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

1. Pledge of Allegiance
2. Roll Call
3. Motion to Set Agenda
4. Recognition – Introduction of New Teachers
5. Fergus FCCLA Chapter Members - Presentation
6. Sue Toppen, Community Celebration Wall Proposal
7. OPI Career Coach, Jillian Bellah - Presentation
8. Discussion -Bond Progress
9. Report—Student Representative
10. Report—LEA
11. Report—Committees of the Board

SUPERINTENDENT'S REPORT

12. Report—Investment
13. Report—Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

15. Minutes of the August 14, 2023, Regular Board Meeting

APPROVAL OF CLAIMS

16. Claims

INDIVIDUAL ITEMS

17. Approve the Addition of a Choir Fund (007) and to Close the Boys Cross Country/Girls Softball Fund (384) in the Fergus High Student Activities Account
18. Approve First Reading Board Policy 3110 –Entrance, Placement and Transfer Entrance, Date and Age.
19. Approve First Reading Board Policy 3150 –Part-Time Enrollment
20. Approve First Reading Board Policy 3310 –Student Discipline
21. Approve Second Reading New Board Policy 3100 – Early Enrollment for Exceptional Circumstances.

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, SEPTEMBER 11, 2023

REGULAR BOARD MEETING
CONTINUED PAGE 2

22. Approve Out-Of-District Student Attendance Agreement Requests for Placement inside of the Lewistown Public Schools
23. Approve Additions to the Substitute List for the 2023-2024 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/266>

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

09/11/2023

Agenda Item No.

4

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

ITEM TITLE: RECOGNITION – INTRODUCTION OF NEW TEACHERS

Requested By: Board of Trustees **Prepared By:** Superintendent

SUMMARY:

School Board of Trustees are introduced to the new teachers at Lewistown Public Schools for the 2023-2024 School Year.

Kara Howell
Amy Gies
Brooke Rector
Fazal Hassan
Lisa Screeton
Brett Thackeray
Rebecca Speranza
Noelle Allerdings

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

5

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

ITEM TITLE: ERRGUS FCCLA CHAPTER MEMBERS PRESENTATION

Requested By: Board of Trustees **Prepared By:** _____

SUMMARY:

The Fergus High School FCCLA Chapter Members and Advisor Meagan Vincent, will present to the board information from their experience attending the National Leadership Conference in Denver in July.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

6

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

ITEM TITLE: SUE TOPPEN – CELEBRATION WALL PROPOSAL

Requested By: Board of Trustees Prepared By: Superintendent

SUMMARY:

Sue Toppen, a community member, will present information to the board regarding the formation of a Celebration wall at McDonald's.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

7

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

ITEM TITLE: OPI CAREER COACH, JILLIAN BELLAH - PRESENTATION

Requested By: Board of Trustees **Prepared By:** Superintendent

SUMMARY:

OPI Career Coach, Jillian Bellah, along with Cassie Bergstrom and Grace Hollman representing the State Department of Labor and Business, will present to the board information regarding apprenticeship programs available to Fergus High School students.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

8

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

ITEM TITLE: DISCUSSION – BOND PROGRESS

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

Shane Swandal, Hulteng Corp and our Building Representative, will brief the Board of Trustees on the progress of the Elementary Bond.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

9

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Julia Kunau

SUMMARY:

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

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

School Board Meeting Student Report
Julia Kunau

Student Life

- The school year was kicked off with a Senior Sunrise for our seniors and Freshman Orientation led by the IMPACT Team.
- Clubs are getting going, and we will be holding a club fair to promote involvement in school.

Club Activities & Sports

- **BPA**
 - They might be attending the Fall Leadership Summit in Fairmont October 1-2.
 - Julia Kunau serves as State Vice President this year and has been meeting with the State Officer Team.
- **FCCLA**
 - They attended the National Leadership Conference in Seattle this past July and had two Top 10 Finalists (Khale Bartel and Brookelynn Ruckman).
 - Lauren Plagenz serves as State President for this year and has been meeting with the State Executive Council.
- **FFA**
 - This month FFA will have their Kickoff BBQ.
 - They have also started concessions for football games and will have concessions at the Chokecherry Festival. (Support is appreciated.)
 - They will be attending the District Leadership Conference in Grass Range.
- **Student Council**
 - The officers are currently working on planning Homecoming.
- **Band & Cheer**
 - The Pep Band and Cheer Team are doing a great job at games!
 - They will be traveling to the Showcase of Bands at MSU October 7th.
- **Cross Country**
 - Had meets in Livingston 8/26 and Hardin 9/1.
 - The next meet is in Bozeman 9/9.
 - They will be having their home meet on 9/15 and would appreciate your support.
 - Senior night will be 9/15 before the football game.
- **Football**
 - 44-0 in East Helena
 - 21-7 v Laurel
 - Play in Sidney 9/8
 - Play here v Lockwood 9/15
- **Golf**
 - The team has placed at several tournaments thus far.

- They will have 4 more meets before Divisionals and State (both are held in Sidney).
- **Volleyball**
 - They hosted Tip Off here and played well.
 - The team traveled to Cody, WY. 3-1
 - They play East Helena here 9/7 and go to Sidney 9/9.

We wish the best of luck to all of these sports teams as they continue competing!

Please feel free to contact me with any questions via email (kunau.julia@lewistown.k12.mt.us).

Thank you so much!

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

10

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

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

09/11/2023

Agenda Item No.

11

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

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees **Prepared By:** Committee

SUMMARY:

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

The Building and Grounds Committee met on August 24th at 4:00 p.m.

The Activities Committee met on August 31st at 7:00 a.m.

Attached is the list for Standing Committees of the Board for the 2023-2024 School Year.

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

**STANDING COMMITTEES OF THE BOARD
2023-2024 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Whitney Brady	John Carlson	Zane Fulbright	Kevin Hodge	Lisa Koch
Building & Grounds	3	X	X	X				
Insurance Risk Committee	2				X		X	

**OTHER COMMITTEES WITH BOARD REPRESENTATION
2023-2024 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Whitney Brady	John Carlson	Zane Fulbright	Kevin Hodge	Lisa Koch
Activities	3	X	X			X		
Curriculum Committees:								
Science	2			X				X
Health Insurance Program	2			X			X	
School Calendar	1					X		
Vocational Advisory Council	1					X		
Gaining	3		X	X	X			
Policy Review	3				X	X		X
Assessment	2						X	X
Classified Salary/Benefit Review	2	X					X	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

12

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent Prepared By: Rebekah Rhoades

SUMMARY:

Interest for August 2023 was not available at the time of posting.

STIP Elementary Bond Interest for August 2023 was not available at the time of posting.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

13

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

ITEM TITLE: Report---Superintendent

Requested By: Superintendent Prepared By: Thom Peck

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.

- ❖ Current Enrollment: K-6 = 660 (-25), 7-8 =196 (+21), 9-12 = 370 (+6) TOTAL = 1226 (-25) 2nd Grade = 116 and 5th Grade = 112
- ❖ Ministerial Breakfast -Sept. 6 Review
- ❖ Wednesday, Sept. 13, 2-5 pm - School Board Training sponsored by SMD at the Education Center
- ❖ Board Tours – Set Date?
- ❖ School Pictures Schedule – Monday, September 25 (FHS); Tuesday, September 26 (Garfield & LJH) and Wednesday, September 27 (HP & L&C) Board can be any day.
- ❖ MCEL—October 18-20, 2023 — in Billings
- ❖ MTSS Grant - District Implementation Team & Building Implementation Teams
- ❖ Transformational Learning and MT Advance Opportunities Grant
- ❖ School Safety Emphasis – Radios, Entrances, Doors, Cameras
- ❖ Science Curriculum
- ❖ Faculty Council
- ❖ Kindness and Respect Committee
- ❖ Friday, Sept. 22 - MSGIA inspection of FHS
- ❖ Missoula Children's Theatre – Sept. 25-30
- ❖ MSU Rural Practicum Students – Week of September 25-29
- ❖ Infinite Campus User Group Training
- ❖ Homecoming Week—October 2-7, 2023
- ❖ GO—Divisionals @ Sidney 9/22; State Class 'A' Tournament—September 29-30 – Sidney
- ❖ Home Athletic Games/Meets:
 - Thur. 9/14 – VB v. Havre
 - Fri. 9/15 – XC Fergus Inv at Pine Meadows GC?
 - Fri. 9/15 – FB v. Lockwood
 - Mon. 9/18 – C/JV VB v. DGSG
 - Tue. 9/19 – JV Golf – Pine Meadows
 - Fri. 9/22 –XC – Fergus Inv at Pine Meadows GC
 - Fri. 9/22 – FB v. Hardin
 - Sat. 9/23 – VB v. Miles City
 - Sat. 9/30 – “Recovery Glow” Mental Health Walk at FHS

SUGGESTED ACTION: Informational

Additional Information Attached

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

14

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

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS
THE BOARD ON NON-AGENDA ITEMS

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

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

SUGGESTED ACTION:

 Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

15

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

ITEM TITLE: MINUTES

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

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the August 14, 2023, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM and Via Google Meet

215 7th Avenue South
Lewistown, Montana 59457

MONDAY, August 14, 2023

REGULAR BOARD MEETING

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

1. ROLL CALL
TRUSTEES PRESENT:
Whitney Brady, Zane Fulbright, Kevin Hodge, Kris Birdwell, Lisa Koch
TRUSTEES ABSENT:
John Carlson, CJ Bailey
STAFF PRESENT:
Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades and others via Google Meet
OTHERS PRESENT:
Heidi Weber—KXLO Radio, Lewistown News Argus and other interested parties both in person and via Google Meet.
2. PLEDGE OF ALLEGIANCE
The group recited the Pledge of Allegiance.
3. MOTION TO SET THE AGENDA – Approved Unanimously (Brady/Hodge)
4. PRESENTATION – MICHELLE TRAFTON, MTSS UPDATE
Michelle Trafton, MTSS Coordinator, explained the roll of MTSS in the District and updated the Board on the progress of the District MTSS Team.
5. DISCUSSION – BOND UPDATE
Shane Swandal, Hulteng Inc., provided the Board with an update on the progress of the Elementary Bond construction.
6. REPORT—COMMITTEES OF THE BOARD
There were no committee meetings.
7. REPORT—INVESTMENT
Interest earned and distributed for July was reported as \$16,067.54 in the Elementary and \$14,144.26 in the High School. July Bond STIP interest was reported at \$77,466.37.
8. REPORT—SUPERINTENDENT
Thom Peck, Superintendent, updated the Board on staffing throughout the District. Mr. Peck shared preliminary enrollment data that is showing approximately 1216 students districtwide, but this is likely to change over the coming weeks. Eight MSU Pre-Practicum students will be once again participating in the program here in Lewistown throughout the District. The Lewistown Art Center will be providing an after school for 1 hour, 1 day per week in the elementary schools. The back to school schedule and various dates and events taking place throughout the District were shared. Snowy Mountain Development is offering Public Board training in Lewistown on September 13th.

Mr. Peck asked the Trustees to let him know if they plan to attend the MCEL Conference. The volleyball and wrestling teams will be traveling out of State to compete. Mr. Peck shared that there are Federal Funding proposals that may affect Title I funding negatively.

PUBLIC PARTICIPATION

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

Karissa Perryman addressed the Board as a parent regarding the Rural Behavior Health Initiative at the Junior High School. She expressed her concerns regarding the follow-through to respond to the results of the questionnaire, worrying that there will not be sufficient follow-through at a child's most vulnerable time. She requested the Board consider her concern as they move forward.

ACTION ITEMS

MINUTES

10. MINUTES OF THE JULY 10, 2023, REGULAR BOARD MEETING – approved unanimously (Brady/Fulbright).

APPROVAL OF CLAIMS

11. CLAIMS – the claims referenced in the 2023-2024 Bill Schedule and submitted through August 11, 2023, were approved unanimously (Brady/Koch). The Finance Committee for July-September 2023 will be Board Chair CJ Bailey, Whitney Brady, John Carlson and Lisa Koch.

INDIVIDUAL ITEMS

12. APPROVE LEWISTOWN PUBLIC SCHOOLS 2022-2023 ANNUAL REPORTS – approved unanimously (Brady/Hodges)
Trustee Fulbright expressed his concern that Principals were not available to answer questions. Specifically he had concerns regarding the assessment scores that were reported. Mr. Peck requested that Trustee Fulbright email his concerns and he will follow-up with Principals. Trustee Brady requested that the schools use the same format to make it easier to read.
13. APPROVE K-6 ELEMENTARY SCHOOL 2023-2024 STUDENT HANDBOOK – approved (Hodges/Brady) Against - Koch
14. APPROVE JUNIOR HIGH SCHOOL 2023-2024 STUDENT HANDBOOK – approved (Fulbright/Brady) Against - Koch
15. APPROVE FERGUS HIGH SCHOOL 2023-2024 STUDENT HANDBOOK – approved (Brady/Hodges) Against – Fulbright and Koch
16. APPROVE ELEMENTARY TRUSTEES' FINANCIAL SUMMARY FOR THE 2022-2023 FISCAL YEAR – approved unanimously (Brady/Fulbright)
17. APPROVE HIGH SCHOOL TRUSTEES' FINANCIAL SUMMARY FOR THE 2022-2023 FISCAL YEAR WITH THE AMENDMENT TO CORRECT PAGES 16 AND 18 – approved unanimously (Fulbright/Brady)
18. APPROVE ELEMENTARY BUDGET FOR THE 2023-2024 FISCAL YEAR – approved unanimously (Hodges/Fulbright)
19. APPROVE HIGH SCHOOL BUDGET FOR THE 2023-2024 FISCAL YEAR – approved unanimously (Brady/Hodges)
20. APPROVE SECOND READING BOARD POLICY 3100 – EARLY ENROLLMENT FOR EXCEPTIONAL CIRCUMSTANCES – (Brady/Koch)
Discussion ensued and the Board requested further clarification to be brought back at the next meeting.
MOVE TO POSTPONE THE VOTE ON BOARD POLICY 3100 TO THE SEPTEMBER REGULAR BOARD MEETING – approved (Brady/Koch) Against - Zane

The Trustees requested that Superintendent reach out to MTSBA utilizing the model policy as a basis, include Chelsey Rogers and Matt Lewis in the process, and bring that info to a meeting with the Policy Committee.

21. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2023-2024 SCHOOL YEAR – approved unanimously (Brady/Hodge)
22. APPROVE PERSONNEL REPORT WITH THE AMENDMENT TO ADD CODY CHACON HIGH NEEDS PARA STEP 0 FOR UP TO 7.5 DAYS FOR 187 DAYS – approved unanimously (Fulbright/Brady)

ADJOURNMENT

The meeting was adjourned at 9:00 p.m. (Birdwell). The next regular meeting will be held at 6:00 p.m. on Monday, September 11, 2023, at the Lincoln Board Room.

KRIS BIRDWELL
BOARD VICE CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

16

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** Chris Gobble

SUMMARY:

Approve claims paid through September 8, 2023, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2023 include: Board Chair CJ Bailey, Whitney Brady, John Carlson and Lisa Koch.

****Need to select new Finance Committee members for October-December 2023.**

SUGGESTED ACTION: Approve Claims as Presented

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

17

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

ITEM TITLE: APPROVE THE ADDITION OF A CHOIR FUND (007) AND TO CLOSE THE BOYS CROSS COUNTRY/GIRLS SOFTBALL FUND (384) IN THE FERGUS HIGH STUDENT ACTIVITIES ACCOUNT

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

SUMMARY:

The Board of Trustees needs to approve the addition of a Choir Fund (007) for planned fundraising and to close the Boys Cross Country/Girls Softball fund (384) in the Fergus High School activities account. The Boys Cross Country/Girls Softball Fund will now be reported in Fund 284 with all other sports.

SUGGESTED ACTION: Approve the Addition of a Choir Fund (007) and to close the Boys Cross Country/Girls Softball fund (384) in the Fergus High School Student Activities Account.

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

18

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

ITEM TITLE: APPROVE THE FIRST READING OF BOARD POLICY 3110 –ENTRANCE, PLACEMENT AND TRANSFER ENTRANCE, DATE AND AGE

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

The Board of Trustees needs to approve the first reading of board policy # 3110 -Entrance, Placement and Transfer Entrance, Date and Age.

SUGGESTED ACTION: Approve the First Reading of Board Policy # 3110 –Entrance, Placement and Transfer Entrance, Date and Age.

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

Lewistown School District

STUDENTS

3110 Page
1 of 4

Entrance, Placement, and Transfer Entrance, Date and Age

No pupil may be enrolled in kindergarten, whose fifth (5th) birthday does not occur on or before the tenth (10th) day of September of the school year in which the child registers to enter school. A birth certificate and an immunization record are required for admission to the District. **Parents may request a waiver of the age requirement. All waivers are granted in the sole discretion of the Trustees.**

No pupil may be enrolled in first grade, whose sixth (6th) birthday does not occur on or before the tenth (10th) day of September of the school year in which the child registers to enter school. A student who meets the six-(6)-years-old requirement, but who has not completed a kindergarten program, will be tested and placed at the discretion of the administration. A birth certificate and an immunization record are required for admission to the District. The District will not assign or admit any child who has reached his/her nineteenth (19th) birthday on or prior to September 10th of the year in which the child is to enroll.

Non-resident students may be admitted at the discretion of the Trustees. Children will be enrolled in the grade identified in accordance with District policy or at the discretion of the administration in consultation with the student's parents or guardians. The District requires proof of identity and an immunization record for every child to be admitted to District's schools.

The Trustees may at their discretion assign and admit a child to a school in the district who is under 5 years of age or an adult who is 19 years of age or older if there are exceptional circumstances that merit waiving the age provision.

The Trustees shall assign and admit a child who is enrolled in a nonpublic or home school and who meet the age and residency requirement of this policy on a part-time basis at the request of the child's parent or guardian consistent with the provisions of Policy 3150. A part time enrollee shall be calculated for purposes of ANB consistent with Policy 3121.

School Entrance

1. The District requires that a child's parents, legal guardian, or legal custodian present to the school, within forty (40) days of enrollment, proof of identity of the child (e.g., birth certification, certified transcript, or baptismal record).
2. In accordance with the Montana Immunization Law, a student will not be admitted who has not been immunized against **varicella**, diphtheria, pertussis, tetanus, poliomyelitis, rubella, mumps, and measles (except that pertussis vaccination is not required for persons seven [7] years or older). If the student qualifies for conditional attendance or an exemption is filed as defined by Montana law, immunization may not be required.

3. The aforementioned requirements are not to serve as barriers to immediate enrollment of students designated as homeless or foster children as required by the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation and ensure a student receives education services in the best interest of the child. The Superintendent or designee shall serve as the point of contact with all applicable agencies to review records, facilitate services and resolve disputes.

Placement

The goal of the District shall be to place students at levels and in settings that will enhance the probability of student success. Developmental testing, together with other relevant criteria, including, but not limited to, health, maturity, emotional stability, and developmental disabilities, may be considered in the placement of all students. Final disposition of all placement decisions rests with the principal, subject to review by the Superintendent and the Board.

Children of Relocated Military Families

The Board shall assign and admit a child whose parent or guardian is being relocated to Montana under military orders to a school in the district and allow the child to preliminarily enroll in classes and apply for programs offered by the District prior to arrival and establishing residency.

The student will be placed in the student data management system as soon as enrolled und this provision. The student will attend classes during preliminary enrollment and the Board authorizes the administration to provide offsite instruction to the student in not present in the District. The District will include a student enrolled under this provision as part of the calculation of ANB.

Transfer

District policies regulating pupil enrollment from other accredited elementary and secondary schools are designed to protect the educational welfare of the child and of other children enrolled in the District.

Elementary Grades (K-8): When a student initially enrolls in elementary school, the principal or counselor may not have adequate data to make a permanent placement. The principal or counselor may make informal assessments to determine proficiency levels of the student in order to make appropriate temporary or permanent placement. Any student transferring into the District will be admitted and placed on a probationary basis for a period of two (2) weeks. The school will request cumulative records or other documentation from the school the student last attended or from the appropriate county superintendent.

Should any doubt exist with teacher and/or principal as to grade and level placement of the student, the student shall be subject to an educational assessment to determine appropriate grade and level placement.

During the two-(2)-week probationary period, the student will be subject to observation by the teacher and building principal.

Secondary Grades (9-12), Credit Transfer: Requests for transfer of credits from any secondary school shall be subject to a satisfactory examination of the following:

1. Appropriate certificates of accreditation.
2. Length of course, school day, and school year.
3. Content of applicable courses.
4. The school facility as it relates to credit earned (i.e., lab areas for appropriate science or vocational instruction).
5. An appropriate evaluation of student performance leading toward credit issuance.
6. Final approval of transfer credits will be determined by the high school principal, subject to review upon approval by the Superintendent and the Board.

Requests for transfer of credit and/or grade placement from any non-accredited, nonpublic school shall be subject to examination and approval before being accepted by the District. This will be done by the school counselor and/or principal or, in the case of home schools, by a credit evaluation committee consisting of a counselor, a staff member from each subject area in which credit is being requested, and the school principal.

The credit evaluation committee will:

1. Document that the student has spent approximately the same number of classroom hours in the home school as would have been spent in a regular class in District schools;
2. Document that the student followed a curriculum essentially similar to that of the course for which the student is requesting credit;
3. In the event of credit request in a lab, industrial arts, or music course, document that the equipment and facilities were sufficient to meet the required learning activities of the course;
4. Require that the student have satisfactorily passed, in all courses in which a final exam is normally given, a final exam prepared and administered by a staff member of the District.

The District will only give credit for home schools which have met all requirements specified in Montana statute. Credit from home schools will be accepted only when a like course is offered in District schools.

The school transcript will record courses taken in home schools or non-accredited schools, by indicating title of the course, school where the course was taken, and grade.

Montana Accreditation Rules and Standard, in accordance with local alternate procedures for earning credit, shall be applied to all credit transfer reviews.

Cross Reference: 3150

3121

Legal Reference: 20-5-101, MCA
 20-5-403, MCA
 20-5-404, MCA
 20-5-405, MCA
 20-5-406, MCA
 10.55.601 et seq., ARM
 10.16.3122, ARM

Part Time Attendance

Attendance and Enrollment

Admittance of child to school
 Immunization required - release and acceptance of immunization records
 Conditional attendance
 Medical or religious exemption
 Immunization record

Policy History:

Adopted on: June 28, 2004
 Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

19

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

ITEM TITLE: APPROVE THE FIRST READING OF BOARD POLICY 3150 –PART-TIME ENROLLMENT

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

The Board of Trustees needs to approve the first reading of board policy # 3150 –Part-Time Enrollment.

SUGGESTED ACTION: Approve the First Reading of Board Policy # 3150 –Part-time Enrollment

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

Lewistown School District

STUDENTS

3150

Part-Time Enrollment - Attendance

~~Although it is the desire of the Board to accommodate the educational needs of all students residing within the District boundaries who are not otherwise enrolled in an educational program, it shall be the policy of the District to not allow such students to enroll on a part time basis for academic classes. However, the District may allow fifth year students to enroll on a part time basis.~~

In accordance with Policy 3110, the District will review requests for part-time enrollment of resident students for purposes of academic courses on a case-by-case basis, with a building principal making a preliminary decision pursuant to the criteria set forth in this Policy. Denial of part-time enrollment may be appealed pursuant to Policy 1700. Admission of non-resident students on a part-time basis shall be governed in accordance with Policy 3141.

Criteria for accepting students for part-time enrollment are the following:

1. Accepting a student will not create excess student enrollment in a requested class;
2. Accepting a student will not create need for an additional staff member;
3. Accepting a student will not cause a new section of a course to be created.

The District will accept on a first-come, first-served basis students wishing to enroll in the same course. Whenever the enrollment position of a part-time student is needed for a regular, full-time student during the year, a full-time student has priority for the position beginning with the next semester. The District may secure ANB for part-time enrollees in accordance with Policy 3121.

Participation in District Extracurricular Activities by Unenrolled Children

This policy does not restrict or limit the ability of unenrolled children to seek to participate in extracurricular activities in accordance with Policy 3510. The District may secure ANB for unenrolled children participating in identified extracurricular activities in accordance with Policy 3121.

Cross References: Policy 3510 School Sponsored Activities
Policy 3121 Enrollment and Attendance
Policy 3141 Non-resident Enrollment

Legal Reference: § 20-9-311(a), MCA Calculation of average number belonging (ANB) – 3-year averaging
Chapter 617 (2023) Enrollment on Part Time Basis

Policy History:

Adopted on: June 28, 2004
Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

20

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

ITEM TITLE: APPROVE THE FIRST READING OF BOARD POLICY 3310 –STUDENT DISCIPLINE

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

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

SUGGESTED ACTION: Approve the First Reading of Board Policy # 3310 –Student Discipline

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

Lewistown School District

STUDENTS

3310

Page 1 of 3

Student Discipline

A teacher or principal has the authority to hold a pupil to strict accountability for disorderly conduct in school, **on property owned or leased by Lewistown School District, on a school bus, on the way to or from school, or during intermission or recess.**

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

- Using, possessing, distributing, purchasing, or selling tobacco products, including e-cigarettes or **alternative nicotine and vapor products as defined by 16-11-302, MCA** ~~other similar products.~~
- Using, possessing, distributing, purchasing, or selling alcoholic beverages, **including powdered alcohol.** Students who are under the influence are not permitted to attend school functions and are treated as though they had alcohol in their possession.
- Using, possessing, distributing, purchasing, or selling drug paraphernalia, illegal drugs, controlled substances, or any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind, including such substances that contain chemicals which produce the same effect of illegal substances including but not limited to Spice and K2. Students who may be under the influence of such substances will not be permitted to attend school functions and will be treated as though they had drugs in their possession.
- Using, possessing, controlling, or transferring a weapon in violation of the “Possession of Weapons other than Firearms” section in Board Policy 3311.
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon as referred to in Board Policy 3311.
- Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct or **violating state or federal law.**
- Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct **unless such force is determined, following investigation, to be for self-defense or defense of others as defined by law.**
- Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person’s property.
- Engaging in any activity that constitutes disorderly conduct, an interference with school purposes or an educational function, or any other disruptive activity.
- Unexcused absenteeism; however, the truancy statutes and Board policy will be utilized for chronic and habitual truants.

▪ Hazing or bullying, intimidation, harassment, sexual harassment, sexual misconduct; or retaliation against any person who alleged misconduct under Policy 3225 or 3226 or participated in an investigation into alleged misconduct under Policy 3225 or 3226.

- Defaces or damages any school building, school grounds furniture, equipment or book belonging to the school district.
- The forging of any signature, or the making of any false entry, or attempting to authorize any document used or intended to be used in connection with the operation of the school.
- Records or causes to be recorded a conversation by use of a hidden electronic or mechanical device which may include any combination of audio or video that reproduces a human conversation without the knowledge of all parties to the conversation.
- Engaging in academic misconduct which may include but is not limited to: cheating, unauthorized sharing of exam responses or graded assignment work; plagiarism, accessing websites or electronic resources without authorization to complete assigned coursework, an any other act designed to give unfair academic advantage to the student.

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

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

Disciplinary Measures

Disciplinary measures include, but are not limited to:

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

No person who is employed or engaged by the District may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include reasonable force.

District personnel are permitted to use, as needed to maintain safety for other students, school personnel, or other persons or for the purpose of self-defense.

Non-Disciplinary Measures

The Superintendent or designee is authorized to assign a student to non-disciplinary offsite instruction pending the results of an investigation or for reasons related to the safety or well-being of students and staff. During the period of non-disciplinary offsite instruction, the student will be permitted to complete all assigned schoolwork for full credit. The assignment of non-disciplinary offsite instruction does not preclude the Superintendent or designee from disciplining a student who has, after investigation, been found to have violated a School District policy, rule or handbook provision.

Delegation of Authority

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

Cross Reference: 3300 Suspension and Expulsion
 3225 Sexual Harassment of Students
 3226 Bullying, Harassment
 5015 Bullying, Harassment

Legal Reference: §16-11-302(1)(7), MCA Definitions
 §20-4-302, MCA Discipline and punishment of pupils – definition of corporal punishment – penalty – defense
 §20-5-202, MCA Suspension and expulsion
 §45-8-361, MCA Possession or allowing possession of weapon in school building – exceptions – penalties – seizure and forfeiture or return authorized – definitions
 §45-5-637, MCA Possession or consumption of tobacco products, alternative nicotine products, or vapor products by persons under 18 years of age is prohibited – unlawful attempt to purchase – penalties U.S.C.
 § 701 Rehabilitation Act of 1973 Privacy in communications Montana Marijuana Regulation and Taxation
 §45-8-213, MCA Title 16, Chapter 12 MCA Title 20, Chapter 1, Part 2, MCA Certain district policies prohibited Chapter 256 (2023)
 Discrimination in Education Chapter 266 (2023) Self-defense in schools

Title 20, Chapter 1, Part 2, MCA Certain district policies prohibited

Chapter 256 (2023) Discrimination in Education

Chapter 266 (2023) Self-defense in schools

Policy History:

Adopted on: June 28, 2004

Revised: September 13, 2004

Revised: January 12, 2015

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

21

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

ITEM TITLE: APPROVE THE SECOND READING OF NEW BOARD POLICY 3100 – EARLY ENROLLMENT FOR EXCEPTIONAL CIRCUMSTANCES.

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

The Board of Trustees needs to approve the second reading of new board policy # 3100 – Early Development for Exceptional Circumstances.

SUGGESTED ACTION: Approve the Second Reading of New Board Policy # 3100 Early Enrollment for Exceptional Circumstances.

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

STUDENTS

Early Childhood Education Enrollment Exceptional Circumstances

It is the policy of the District to provide enhanced educational opportunities to students under the age of 5 when either individual exceptional circumstances exist and/or when Community-Based exceptional circumstances are present.

This policy shall terminate and expire on June 30, 2024, to be replaced in its entirety by a policy governing early intervention programs consistent with Chapter 608 (2023).

Prohibition: *This policy cannot be used to provide what is otherwise characterized or referred to as a pre-school, pursuant to 20-7-117(2), MCA, which specifically prohibits the use of state equalization aid for preschool. This policy is intended for use to enroll students under the age of 5 when statutory criteria are met.*

Exceptional Circumstances Meriting Waiver of Age Requirements for Pupils

Note: In order to adopt this policy, the board of trustees must select one or more of the characteristics identified in either Option A or Option B.

The administration shall ensure admission, enrollment and assignment of all qualifying children referenced in this policy. The administration shall place children enrolled pursuant to this policy in either a half-time or full-time kindergarten program as an integral part of the elementary school program. The administration shall also ensure provision of a free appropriate public education in the least restrictive environment possible, pursuant to terms of each student’s individualized education program, for all children enrolled under this policy who are qualified for services under the Individuals with Disabilities Education Act.

The administration shall include children enrolled pursuant to this policy in the district’s calculation of average number belonging (ANB) as reported to OPI.

Option A, Student-Specific Exceptional Circumstances: To be used when the board of trustees wants to define exceptional circumstances specific to the individual characteristics of each student or sub-group of students.

The Board of Trustees declares the following to be qualifying “exceptional circumstances” within the meaning of that term as used in Section 20-5-101(3), MCA, that merit waiving the age provisions of Section 20-5-101(1), MCA for qualifying children under 5 years of age. These qualifying exceptional circumstances are based on the educationally relevant factors to establish a basic system of free quality public elementary and secondary school specified in Section 20-9-309, MCA and as required by Article X, section 1, of the Montana Constitution:

Note: Each of the below should be considered separately for inclusion or exclusion in the Board’s adopted policy. Note: When enrolling on the basis of an individual student’s characteristics under this Option A, the District must be sure to document each qualifying student’s characteristics to ensure that criteria listed in this portion of the policy can be substantiated.

1. A child at least 3 years of age with a disability qualifying the child for services under the federal Individuals with Disabilities Education Act.

2. A child who is 4 years of age or older on or before September 10 of the school year in which enrollment is to occur who:
 - a. Meets the income eligibility guidelines for free or reduced price meals under the National School Lunch Program;
 - b. Is Limited English Proficient within the meaning of Title III of the federal Elementary and Secondary Education Act;
 - c. Is Gifted and Talented within the meaning of that term as used in 20-7-901, MCA;
 - d. Is an enrolled member of a federally recognized American Indian Tribe;
 - e. Is homeless as defined in 42 U.S. Code § 11302, or, as determined by the administration, exhibits other characteristics or lives in circumstances that are uncommon, unusual, atypical, rare or otherwise distinguished from ordinary or typical which place the child at risk of failing to achieve at adequate levels;
 - f. Is an at-risk student as defined in Section 20-1-101(4), MCA.

Option B, Exceptional Circumstances Present in the Community: To be used only for in-district students or homeless students under the McKinney Homeless Assistance Act when the board of trustees wants to define exceptional circumstances applicable to the community's characteristics, as opposed to the individual characteristics of a particular student or sub-group of students.

The Board of Trustees declares the following to be qualifying “exceptional circumstances” within the meaning of that term as used in 20-5-101(3), that merit waiving the age provisions of 20-5-101(1), MCA for children under 5 years of age who are either 4 years of age or older on or before September 10 of the school year in which enrollment is to occur or who are at least 3 years of age with a disability qualifying the child for services under Section 504 of the Federal Rehabilitation Act of 1973 or the federal Individuals with Disabilities Education Act. These qualifying exceptional circumstances are based on the educationally relevant factors to establish a basic system of free quality public elementary and secondary school specified in Section 20-9-309, MCA and as required by Article X, section 1, of the Montana Constitution:

Note: Each of the below should be considered separately for inclusion or exclusion in the Board's adopted policy. When enrolling on the basis of demographic characteristics of the community under this Option B, The District must be sure to research and document all of the criteria incorporated into the school district's policy that is used to enroll on the basis of exceptional circumstances.

1. Homeless rates of the district's pupils as defined in 42 U.S. Code § 11302 in comparison to statewide averages;
2. Percentage of the district's pupils qualifying for services under The Federal Individuals with Disabilities Education Act in comparison to statewide averages;
3. Percentage of the district's pupils eligible for free or reduced lunch under the National School Lunch Program in comparison to statewide averages;
4. Average performance on standardized tests at the 3rd grade level in comparison to statewide averages;
5. Percentage of the district's pupils who are enrolled members of a federally recognized American Indian Tribe in comparison to statewide averages.
6. Percentage of at-risk student as defined in Section 20-1-101(4), MCA, in comparison to statewide averages.
7. Percentage of gifted and talented pupils as used in 20-7-901, MCA, in comparison to statewide averages.
8. Percentage of Limited English Proficient within the meaning of Title III of the federal Elementary and Secondary Education Act, in comparison to statewide averages.

9. The following circumstances exist within the community affecting student learning identified by the local board of trustees pursuant to Section 20-9-309(2)(h), MCA, and identified within federal law pursuant to Section 20-9-309(4)(a)(v), MCA, including but not limited to educational priorities identified within the Elementary and Secondary School Emergency Relief Fund established by American Rescue Plan Act, Public Law 117-2 and demonstrated by peer reviewed and academic studies on the impacts of community health crises:
 - a. Anticipated learning loss resulting from a public health emergency or other community disaster.
 - b. Proficiency in literacy and numeracy are critical skills needed to advance learning and if not attained prior to grade 3, will put students at lifelong disadvantage in pursuing success in career and life.
 - c. Absence of available early childhood education opportunities in the community results in anticipated learning loss or lack of school readiness.
 - d. Cost prohibitive nature of early childhood education opportunities in the community results in disparity of access that contributes to anticipated learning loss or lack of school readiness.
 - e. Improved access to early childhood education opportunities in the community will encourage or expand parent entry into workforce and allow for further development of the community's economy.

The trustees shall annually review this policy based on changing circumstances pertaining to the criteria used for determination of the program. The administration is authorized to enroll students in a manner consistent with this policy and to develop procedures to implement this policy.

Legal Reference:	§ 20-4-101, MCA § 20-5-101, MCA § 20-6-501, MCA § 20-7-117, MCA § 20-9-309, MCA Article X, section 1, of the Montana constitution Individual with Disabilities Act Federal Rehabilitation Act of 1973 National School Lunch Act (Public Law 396, 79 th congress, chapter 281) Title III, ESEA (English language Acquisition, language Enhancement, and Academic Achievement Act) McKinney-Vento Homeless Assistance Act of 1987 (Pub. L. 100-77, July 22, 1987, 101 Stat. 482, U.S.C. § 11301 et seq. Chapter 608 (2023) - Targeted interventions to support 3rd grade reading proficiency	Definitions Admittance of child to school Definition of various schools Kindergarten and preschool programs Basic system of free quality public elementary and secondary schools defined
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Data/Study Reference: Engzell, P., Frey, A. & Verhagen, M. D. [“Learning loss due to school closures during the COVID-19 pandemic”](#) *Proc. Natl Acad. Sci. USA* 118, e2022376118 (2021).
 Melinda Wenner Moyer, [“The COVID generation: how is the pandemic affecting kids’ brains?”](#), *Nature*, 10.1038/d41586-022-00027-4, 601, 7892, (180-183), (2022).

Policy History:
 Adopted on:
 Revised on:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

22

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

ITEM TITLE: APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUEST FOR PLACEMENT INSIDE OF LEWISTOWN PUBLIC SCHOOLS

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

The Board of Trustees needs to approve the below request for out-of-district student attendance.

SUGGESTED ACTION: Approve Out-of-District Student Attendance Agreement Request for Placement Outside/Inside of Lewistown Public Schools

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

OUT OF DISTRICT STUDENTS 2023-2024

Board Identifier	Grade	District of Residence	District of Choice	Board Approval Date
A	9	Grass Range	Fergus High School	9/11/2023
B	3	Grass Range	Lewistown Elementary	9/11/2023
C	10	Moore	Fergus High School	9/11/2023
D	11	Moore	Fergus High School	9/11/2023
E	12	Grass Range	Fergus High School	9/11/2023
F	11	Grass Range	Fergus High School	9/11/2023
G	9	Grass Range	Fergus High School	9/11/2023
H	8	Grass Range	Lewistown Elementary	9/11/2023
I	6	Roy	Lewistown Elementary	9/11/2023
J	2	Roy	Lewistown Elementary	9/11/2023
K	12	Moore	Fergus High School	9/11/2023
L	5	King Colony	Lewistown Elementary	9/11/2023
M	3	King Colony	Lewistown Elementary	9/11/2023
N	K	King Colony	Lewistown Elementary	9/11/2023
O	K	King Colony	Lewistown Elementary	9/11/2023
P	2	King Colony	Lewistown Elementary	9/11/2023
Q	6	King Colony	Lewistown Elementary	9/11/2023
R	7	King Colony	Lewistown Elementary	9/11/2023
S	6	King Colony	Lewistown Elementary	9/11/2023
T	1	Grass Range	Lewistown Elementary	9/11/2023
U	4	Grass Range	Lewistown Elementary	9/11/2023
V	3	Denton	Lewistown Elementary	9/11/2023
W	8	King Colony	Lewistown Elementary	9/11/2023
X	6	King Colony	Lewistown Elementary	9/11/2023
Y	5	King Colony	Lewistown Elementary	9/11/2023
Z	2	King Colony	Lewistown Elementary	9/11/2023
AA	8	Moore	Lewistown Elementary	9/11/2023
AB	10	Moore	Fergus High School	9/11/2023
AC	3	King Colony	Lewistown Elementary	9/11/2023
AD	6	Roy	Lewistown Elementary	9/11/2023
AE	6	King Colony	Lewistown Elementary	9/11/2023
AF	K	King Colony	Lewistown Elementary	9/11/2023
AG	3	King Colony	Lewistown Elementary	9/11/2023
AH	5	King Colony	Lewistown Elementary	9/11/2023
AI	8	Denton	Lewistown Elementary	9/11/2023
AJ	6	Denton	Lewistown Elementary	9/11/2023
AK	6	King Colony	Lewistown Elementary	9/11/2023
AL	9	Denton	Fergus High School	9/11/2023
AM	3	Denton	Lewistown Elementary	9/11/2023
AN	7	Denton	Lewistown Elementary	9/11/2023
AO	8	King Colony	Lewistown Elementary	9/11/2023
AP	5	King Colony	Lewistown Elementary	9/11/2023
AQ	8	King Colony	Lewistown Elementary	9/11/2023
AR	4	Roy	Lewistown Elementary	9/11/2023
AS	12	Moore	Fergus High School	9/11/2023
AT	11	Moore	Fergus High School	9/11/2023
AU	10	Roy	Fergus High School	9/11/2023
AV	12	Grass Range	Fergus High School	9/11/2023
AW	5	King Colony	Lewistown Elementary	9/11/2023
AX	6	King Colony	Lewistown Elementary	9/11/2023

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

23

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2023-2024 SCHOOL YEAR

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

SUMMARY:

The Board of Trustees needs to approve the substitute list for the 2023-2024 School Year as per attached list.

Student Teacher/Substitute
Maci Moore

Substitute Teacher/Aide List
Collin Barth
Virginia Freemyer
Jayme Phillips
Gerianne Gremaux
Amy Engeberg
Mary Kynett
Gerianne Gremaux
Naomi Donaldson

School Food Substitute
Jessica Hicks

SUGGESTED ACTION: Approve the Substitute List for the 2023-2024 School Year

Additional Information Attached

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/11/2023

Agenda Item No.

24

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Hodge						
Brady						
Carlson						
Koch						
Fulbright						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday September 11, 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>
AAMOLD, Allyssa	High Needs Paraprofessional	Lewis & Clark Elementary School	Approve appointment on schedule --PARA EDUCATOR-HIGH NEEDS. Step 0 for up to 7.5 hours per day for up to 186 days	8/21/2023	Danny Wirtzberger	New Position
BARTOS, Paul	Athletic Director	Fergus High School	Approve appointment on schedule - (.195 x \$35,269.00) \$6,877.46	8/23/2023	Matt Lewis	
BENTLEY, Evelyn (Cheryl)	Bus Driver	Transportation	Accept letter of resignation	8/15/2023	Rob Odermann	See Attached Letter
CARLISLE, Jacilynn (Tyler)	Paraprofessional	Fergus High School	Approve Revised Contract --PARA EDUCATOR+CERT. Step 1 for up to 7.5 hours per day for up to 173 days	9/7/2023	Matt Lewis	Internal Transfer
DUGGINS, April	Bus Driver	Transportation	Approve appointment on schedule BUS DRIVER, Step 3 for up to 4 hours per day for up to 186 days	9/12/2023	Paul Bartos	Replacing Evelyn (Cheryl) Bentley
EVANS, Staci	Purchasing/Accounts Receivable	Central Office	Approve appointment on schedule - ACCOUNTS PAYABLE/PURCHASING, Step 0 for up to 6 hours per day for up to 213 days	9/6/2023	Rebekah Rhoades	Replacing Elizabeth (Betsy) Anderson
FOX, Steven (Miles)	Head Wrestling Coach	Lewistown Jr. High School	Approve appointment on schedule - (0.065 x \$35,269.00) \$2,292.49	10/9/2023	Jeff Friesen	Replacing Wyatt Blythe
HAMILTON, Maranda	Food Server/Kitchen Aide	Highland Park Elementary School	Approve appointment on schedule - FOOD SERVER/KITCHEN AIDE, Step 0 for up to 3 hours per day for up to 171 days	9/11/2023	Amie Friesen	Replacing Linda Watson
JENSEN, Chelsea	Volunteer Volleyball/Softball Coach	Fergus High School		9/12/2023	Paul Bartos	
LAHR, Tasha	Lead Paraprofessional/High Needs Paraprofessional	Lewistown Jr. High School	Approve Revised Contract LEAD PARAPROFESSIONAL, 8/21/23 - 10-27-23, Step 8 for up to 7.5 hours per day for up to 53 days. HIGH NEEDS PARAPROFESSIONAL, 10/30/23 - 5/31/24, Step 8 for up to 7.5 hours per day for up to 133 days	8/21/23 - 5/31/24	Jeff Friesen	
NELSON, Theresa	Food Server/Kitchen Aide	Garfield Elementary School	Approve appointment on schedule - FOOD SERVER/KITCHEN AIDE, Step 0 for up to 3.5 hours per day for up to 171 days	9/12/2023	Amie Friesen	Replacing Julie Sherrod/Brandt
NICHOLS, Tracy	Food Server/Kitchen Aide	Lewis and Clark Elementary School	Approve Revised Contract FOOD SERVER/KITCHEN AIDE up to 3.5 hours per day for up to 186 days	8/23/2023	Amie Friesen	
PECK, Angela	Paraprofessional	Fergus High School	Approve appointment on schedule - PARA EDUCATOR + CERT, Step 4 for up to 7.5 hours per day for up to 186 days	8/23/2023	Matt Lewis	Replacing Jason O'Neal
PICHLER, Taylor	Paraprofessional	Fergus High School	Approve appointment on schedule - PARA EDUCATOR + CERT, Step 0 for up to 7.5 hours per day for up to 186 days	8/23/2023	Matt Lewis	
SCREETON, Lisa	Concessions Orders	Fergus High School	Approve appointment on schedule \$500.00 annual stipend	8/23/2023	Matt Lewis	
SILVA-BATTRICK, Cynthia	Para Educator - High Needs	Lewistown Jr. High School	Accept letter of resignation	10/27/2023	Jeff Friesen	See Attached Letter

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday September 11, 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>
SOLBERG, Scot	Volunteer Football Coach	Lewistown Jr. High School		8/21/2023	Jeff Friesen	
THACKERAY, Brett	Ski Club Advisor	Fergus High School	Approve appointment on schedule (0.015 x \$35,269.00) \$529.04	8/23/2023	Matt Lewis	
VINCENT, Megan	Family and Consumer Sciences Chapter Adviser	Fergus High School	Approve out-of-state travel to attend the 2023 FCCLA National Fall Conference in Birmingham, AL	11/11 thru 11/12/2023	Matt Lewis and Paul Bartos	See Attached Letter
YOUNG, Katelyn	Food Server/Kitchen Aide	Highland Park Elementary School	Approve revised contract - FOOD SERVER/KITCHEN AIDE, Step 0 for up to 8 hours per day for up to 186 days	8/23/2023	Amie Friesen	Replacing Julie Sherrod/Brandt

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

From: Cheryl Bentley <ecb@mm.st>

Date: Fri, Aug 11, 2023 at 8:29 AM

Subject: Resignation

To: <robert.odermann@lewistown.k12.mt.us>, <cnoel@lewistown.k12.mt.us>

Please accept this email as my notification of resignation. I will not be returning for the 2023/2024 school year. This was a difficult decision to make knowing its effect on the department, but ultimately I have decided that I need to be closer to my family in Arizona.

I enjoyed working with LPS Transportation for the last two years and appreciate the professionalism and support of the department and staff.

Thank you for the opportunity and experience.

Cheryl Bentley
480.392.5391

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Robert Odermann
LPS Transportation
Transportation Director
robert.odermann@lewistown.k12.mt.us
406-535-3287

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Rebekah Rhoades
Business Manager/District Clerk
Lewistown Public Schools
215 7th Ave South
Lewistown, MT 59457
406-535-8777 x1116
406-535-7292 (fax)

<https://mail.google.com/mail/u/0/?ik=a91fe3c1d2&view=pt&search=all&permthid=thread-f:1774305656029770825&simpl=msg-f:1774305656029770825> 1/2

Cynthia Ann Silva-Battrick
107 Bach Avenue
Lewistown, Mt. 59457
8/21/23

Jeff Friesen
Principal
Lewistown Junior High
914 West Main
Lewistown, Mt. 59457

Dear Jeff Friesen :

It is with a heavy heart that I must submit my letter of resignation. I truly struggled with my decision but feel that this is best for me. So, my last day as an employee with the Lewistown Public School district will be October 27,2023

Thanks,

Sincerely,





FERGUS HIGH SCHOOL

1001 CASINO CRBEK DRIVE, LEWISTOWN, MT 59457

Phone: (406) 535-2321

Fax: (406) 535-3835

fhs.lewistown.k12.mt.us

MATT LEWIS, PRINCIPAL

PAUL BARTOS, ASST. PRINCIPAL/ACTIVITIES DIRECTOR

September 6, 2023

Dear School Board Members,

The Fergus FCCLA (Family, Career & Community Leaders of America) Chapter is requesting approval for out of state travel to attend the 2023 FCCLA National Fall Conference in Birmingham, Alabama from November 10 – 12, 2023 to attend leadership training, participate in competitive events and professional development.

Fergus FCCLA member Lauren Plagenz (currently a senior at Fergus High School) is serving as the Montana FCCLA State President on the Montana FCCLA State Executive Council until March 2024. As part of this state level responsibility, I would like to take Lauren to the National Fall Conference to continue to develop and expand her leadership skills at the national level. It is possible a few additional chapter members may also attend to compete in Skill Demonstration Events pending fundraising outcomes. I attended this event with a member last year, and we both found it extremely beneficial.

We have building administration approval for this request, and we appreciate your consideration. Please do not hesitate to reach out with any questions.

Sincerely,

Megan A. Vincent

Family & Consumer Sciences (FCS) Teacher | FCCLA Chapter Adviser

Fergus High School, Lewistown, MT

406-535-2321 ext. 6117



LEWISTOWN PUBLIC SCHOOLS

2023-2024 SCHOOL CALENDAR

AUGUST 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		

SEPTEMBER 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

OCTOBER 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				

NOVEMBER 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		

DECEMBER 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						

JANUARY 2024						
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 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH 2024						
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 2024						
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 2024						
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 2024						
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 2024						
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 14	New Staff Orientation
August 21-22	All Staff Orientation/PIR
October 19-20	Staff Development Days <i>Teachers Convention (Billings)</i>
Oct 30-Nov 10	Parent-Teacher Conferences <i>Schedules vary by school</i> PIR November 2nd <i>No school November 2nd-3rd</i>
March 25-27	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>
May 13	PIR Day

HOLIDAYS & VACATIONS
No School for Teachers or Students

September 4	Labor Day
November 3	Vacation Day
November 22-24	Thanksgiving Vacation
Dec 25 - Jan 2	Winter Break
February 22-23	Vacation Days
March 28-April 1	Easter Vacation
April 26	Vacation Day
May 27	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
	PT Conferences
	No School (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 23 to Aug 25	3	First Week	Jan 16 to Jan 19	4
	Second Week	Aug 28 to Sept 1	5	Second Week	Jan 22 to Jan 26	5
	Third Week	Sept 5 to Sept 8	4	Third Week	Jan 29 to Feb 2	5
	Fourth Week	Sept 11 to Sept 15	5	Fourth Week	Feb 5 to Feb 9	5
	Fifth Week	Sept 18 to Sept 22	5	Fifth Week	Feb 12 to Feb 16	5
	Sixth Week	Sept 25 to Sept 29	5	Sixth Week	Feb 19 to Feb 21	3
	Seventh Week	Oct 2 to Oct 6	5	Seventh Week	Feb 26 to March 1	5
	Eighth Week	Oct 9 to Oct 13	5	Eighth Week	March 4 to March 8	5
	Ninth Week	Oct 16 to Oct 18	3	Ninth Week	March 11 to March 15	5
	Tenth Week	Oct 23 to Oct 27	5	Tenth Week	March 18 to March 22	5
		45			47	
SECOND QUARTER	DAYS	FOURTH QUARTER	DAYS			
First Week	Oct 30 to Nov 1	3	First Week	March 25 to March 27	3	
Second Week	Nov 6 to Nov 10	5	Second Week	April 2 to April 5	4	
Third Week	Nov 13 to Nov 17	5	Third Week	April 8 to April 12	5	
Fourth Week	Nov 20 to Nov 21	2	Fourth Week	April 15 to April 19	5	
Fifth Week	Nov 27 to Dec 1	5	Fifth Week	April 22 to April 25	4	
Sixth Week	Dec 4 to Dec 8	5	Sixth Week	April 29 to May 3	5	
Seventh Week	Dec 11 to Dec 15	5	Seventh Week	May 6 to May 10	5	
Eighth Week	Dec 18 to Dec 22	5	Eighth Week	May 14 to May 17	4	
Ninth Week	Jan 3 to Jan 5	3	Ninth Week	May 20 to May 24	5	
Tenth Week	Jan 8 to Jan 12	5	Tenth Week	May 28 to May 31	4	
		43			44	
		Total Days		179		

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 14	New Staff Orientation	
	August 21-22	All Staff Orientation/PIR	2.0
	October 19-20	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 30-Nov 10	Parent-Teacher Conferences <i>Schedules vary by school PIR November 2nd No school November 2nd & 3rd</i>	1.5
	March 25-27	Parent-Teacher Conferences <i>Schedules vary by school Full school days for students</i>	.5
	May 13	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
		8.0	

HOLIDAYS & VACATIONS	<i>Dates Inclusive</i>	September 4	Labor Day
	November 3	Vacation Day	
	November 22-24	Thanksgiving Vacation	
	Dec 25-Jan 2	Winter Break	
	February 22-23	Vacation Days	
	March 28-April 1	Easter Vacation	
	April 26	Vacation Day	
May 27	Memorial Day		
July 4	Vacation Day (12-mo employees)		