

AGENDA
Board of Trustees
Columbia Falls School District Six
Regular Board Meeting
Monday, January 15, 2024
6:00 p.m.
School District Six Board Room

- 1. Call to Order**
- 2. Pledge to the Flag**
- 3. Approval of Agenda**
- 4. Consent Agenda**
 - a. Approval of board meeting minutes – Pgs. 1-6
 - b. Approval of December bills
 - c. Approval of Investment Reports
- 5. Public Participation**
 - a. Student Body Representative
 - b. Land to Hand Presentation – Annual Update
- 6. Reports**
 - a. Written
 - Elementary Principals – Pgs. 7-12
 - High School Principal – Pgs. 13-15
 - Special Services Director – Pg. 16
 - Curriculum Director – Pg. 17
 - Board Standing Committees – Pgs. 18-23
 - b. Verbal
 - MTSBA Update – Barb Riley
 - Clerk / Business Manager – Pgs. 24-27
 - Superintendent – Cory Dziowgo
 - Board Chair
- 7. Action/Discussion Items:**
 - a. Recap of the January 2 PIR presentation.
 - b. Discussion regarding the High School Building Reserve / Bond Project:
 - DA Davidson – Underwriting Engagement Agreement – Pgs. 28-31
 - Jackola Engineering – Architecture/Engineer Design Services – HS roof / HVAC phase 2 and building reserve levy election community outreach – Pgs. 32-42
 - Dorsey Whitney Attorneys – Bond Council Engagement Agreement – Pgs. 43-45
 - Resolution preparation – define project scope – Pg. 46
 - c. Consideration of the Independent Contractor Agreements:
 - Occupational Therapist - Heidi Fletcher - 2/12/24-5/3/24 – Pg. 47
 - Occupational Therapist – Wendi Wanner – 1/4/24-5/3/24 – Pg. 48
 - d. Consideration of establishing Student Activity Account #107 – Believe Blue Suicide Prevention.
- 8. Personnel**
 - a. The superintendent has accepted the following resignations:**

| | |
|-------------------|--|
| Brenda Krueger | Ruder Principal – Retirement – effective end of Sy 23-24 |
| Brooklynn Keibler | Food Service Helper – effective December 21, 2023 |

Resignations Continued:

| | |
|-----------------|---|
| Winford Collins | Custodian – effective January 3, 2024 |
| Tracy Toavs | Bus Driver – effective December 4, 2023 |
| Tonia Little | Business Education Teacher – effective January 12, 2024 |
| Jarrod Joy | Special Ed Para – HS – effective December 18, 2023 |
| Cody Ramage | Assistant Tennis Coach – effective SY 22-23 |

b. Consideration of the following termination:

| | |
|-----------------|---|
| Raylee LaRocque | Food Service Helper – Termination – January 4, 2024 |
|-----------------|---|

c. Consideration of the following hiring recommendations:

| | |
|--------------------|---|
| Paige Hall | Ruder Elementary Technology Integration Specialist – Split |
| Dana Shields | Ruder Elementary Technology Integrations Specialist – Split |
| Dana Shields | MTSS Campus Coordinator – Ruder |
| Deidra Enos | Elementary Technology Integration Specialist – Glacier Gateway |
| Charles Lilienthal | JH Campus Lead Mentor – Junior High |
| Ally Reamy-Butts | MTSS Campus Coordinator – Junior High |
| Courtney McCord | MTSS Campus Coordinator – Glacier Gateway |
| Kristy Orem | Campus Lead Mentor – Glacier Gateway |
| David Wick | JH Girls Basketball Coach – Junior High |
| Brooklynn Keibler | Kindergarten Paraeducator – Glacier Gateway |
| Tiffany Hale | Food Service Helper-Floater |
| Gina Crouch | Custodian |
| Sarah Fuller | Custodian |
| Tanya DeShaw | Custodian |
| Trey Buckallew | Assistant Mechanic |
| Courtney Pham | Food Service – Receiving/Shipping/Kitchen Helper/Back-up Driver |
| Julia Whitman | MTSS Campus Coordinator – High School |
| Allie Schulz | Track Coach – High School |

d. Consideration of the attached substitute hires: Pg. 49

e. Consideration of the following out of state travel requests: - Pgs. 50-52

Professional Development Committee Approvals:

| | |
|----------------------------------|--|
| Derek Andrews | Montana State FCS Conference Lewistown, MT – April 24-26, 2024 |
| Leslie Pendergast Anna Danley | USA Weightlifting Level 1 Conference Santa Cruz, CA – April 20-21, 2024 |
| Nia Vestal | College Composition and Communication Conference Spokane, WA – April 3-6, 2024 |
| Kate Daniels | National Art Education Association Convention Minneapolis, MN – April 4-6, 2024 |
| Heather Gilchrist | SHAPE America National Convention 2024 Cleveland, OH - March 12-14, 2024 |

Transportation Department Travel Request:

| | |
|---------------|---|
| Jodee Perkins | ACS, Transfinder’s Annual Client Summit 2024 San Antonio, TX – April 28 – May1, 2024 Funded through transportation budget |
|---------------|---|

9. Miscellaneous and Future Planning:

- Health Insurance Committee Meeting – January 17, 2024 – 4:00 PM
- Work Session – Superintendent Evaluation – January 22, 2024 – 6:00 PM
- Finance Committee Meeting – Prior to March 11
 - Set levy amounts
 - Early retirement

10. Adjournment

**The next Regular Board Meeting will be held at 6:00 p.m.,
Monday, February 12, 2024, in the School District Six Board Room**

REGULAR MEETING
BOARD OF TRUSTEES
SCHOOL DISTRICT #6
DECEMBER 11, 2023

Unofficial

The Regular Meeting of the Board of Trustees of School District Six was held at 6:00 P.M., Monday, December 11, 2023, in the Boardroom of the administration offices at 501 Sixth Avenue West, Columbia Falls, Montana.

PRESENT:

Jill Rocksund..... Board Chair
Barbara Riley Vice Chair
Megan Upton..... Trustee
Justin Cheff..... Trustee
Keri Hill Trustee
Heather Mumby Trustee
Wayne Jacobsmeyer Trustee
Casey Huepel Trustee
Cory Dziowgo Superintendent of Schools
Dustin Zuffelato Business Manager/ Clerk

Call to order at: 6:00 P.M.

CALL TO ORDER

Motion by Riley, second by Heupel, to approve the agenda as presented.

Public comment was requested and there was none.

Passed 8-0.

APPROVE AGENDA

Motion by Mumby, second by Hill, to approve the consent agenda as follows:

Approve November regular board meeting minutes and the November 20th special meeting minutes.

Approve November bills.

Approve the investment report.

Public comment was requested and there was none.

Passed 8-0

APPROVE CONSENT AGENDA

Public Participation:

Approximately three (3) people participated in the meeting remotely via Zoom. Approximately twenty-one (21) people attended the meeting in person.

PUBLIC PARTICIPATION:

High School Student Body Co-Presidents, Kia Golan and Kenzie West accompanied by Freshman Student Council members presented a written report regarding the recent activities in the High School.

High School Principal, Jon Konen, informed the Board that High School Student, Azreal Lara, won the bareback competition at Nationals.

Community Member Judy Terito distributed a Hillsdale College publication Imprimis asking the Board to read the main article titled "Inside the Transgender Empire" on their own time.

REPORTS:

Written Reports:

The Elementary School Principals provided the Board with written reports.

High School Principal, Jon Konen, provided the Board with a written report.

Curriculum Director, Mark McCord, provided the Board with a written report.

Trustee Barbara Riley mentioned the recent proceedings of the Consortium of State School Board Associations (COSSBA) and the Montana School Board Association (MTSBA). The K-12 Vision Group will be meeting in March for strategic planning and board meeting. This will happen in Whitefish, MT.

Verbal Reports:

District Business Manager/Clerk provided the Board with a written report. Clerk Zuffelato met with other districts in the county to discuss the bill regarding out-of-district attendance. This is a topic that the Board will need to discuss further in the future. HB 143 from the 2021 legislative session provided an incentive to schools to increase base pay for teachers. The District's average teacher salary is about \$60,000, base pay needs to be at least 70% of that. The District is close at 69%. All numbers were based on the current year's CBA. Members of the Health Insurance Committee met with representatives of Logan Health last week. The District has had difficulty in the past with Logan's support and wanted to understand the recent Billings Clinic merger. The District's strategic relationship with Logan Health is critical to fully understand when considering the new statewide health insurance trust.

Superintendent Cory Dziowgo mentioned that the District is awaiting the results from OPI for the Comprehensive Needs Assessment. January 2, 2024, is a PIR day training. Mr. Dziowgo is looking for opinions and thoughts for more information to include on the website. The Food Service program has been without its director because of medical needs, there are interviews scheduled tomorrow to address staffing needs within this department.

Board Chair Jill Rocksund discussed the superintendent evaluation.

ACTION/DISCUSSION
ITEMS:

Action/Discussed Items:

DISCIPLINE DATA
DISCUSSION

District discipline data was presented by Superintendent Dziowgo. Mr. Dziowgo discussed the role of discipline in a school district. Incidents with insubordination and disobedience lead the pack of issues, followed by bus issues in the elementary level. The high school level is seeing insubordination first, followed by disobedience and attendance. All of the information was taken from Infinite Campus. Issues in transportation are a growing concern, a bus is built to stay safe when all students are seated.

Unofficial

High School Principal, Konen, is attending the next transportation meeting to help bus drivers interact with students. Discussion regarding the EMOTE program was had. This program is to offer teachers and students support with emotional regulation. The program is designed to help show students that there are people around them who care. The goal is to help students make better choices.

There was a review of the Inclement Weather Procedure Guidelines. This procedure is required to be reviewed annually and the District is not making any changes. The County Superintendents have been talking about late starts at the last meeting and Superintendent Dziowgo would like a conversation about if the District would allow late starts.

Motion by Riley, second by Upton, to approve the Independent Contractor Agreement with speech/language pathologist, Susan Hartman, effective November 5, 2023, to June 7, 2024.

Public comment was requested and there was none.
Passed 8-0.

A discussion was had regarding the District's ability to claim state and county reimbursement for a mid-day route that transports part-time students from home to school.

Motion by Heupel, second by Mumby, to approve the addition of bus route – Route 20.
Public comment was requested and there was none.
Passed 8-0.

Motion by Riley, second by Heupel, to approve the recommended changes to Policy 4330 – Community Use of School Facilities.

Public comment was requested and there was none.
Passed 8-0.

Motion by Mumby, second by Jacobsmeyer, to approve the recommended changes to Policy 4520 – Cooperative Programs with Other District and Public Agencies.

Public comment was requested and there was none.
Passed 8-0.

Motion by Upton, second by Cheff, to approve the recommended changes to Policy 4700 – Family and Community Engagement.

Public comment was requested and there was none.
Passed 8-0.

Motion by Cheff, second by Mumby, to approve recommended changes to Policy 5010 – Equal Employment Opportunity and Nondiscrimination.

Public comment was requested and there was none.
Passed 8-0.

Motion by Heupel, second by Riley, to approve the recommended changes to Policy 5222 – Evaluation of Non-Administrative Staff.

REVIEW OF
INCLEMENT WEATHER
PROCEDURE

MOTION TO APPROVE
THE INDEPENDENT
CONTRACT WITH
SUSAN HARTMAN

MOTION TO APPROVE
THE ADDITION OF BUS
RT 20

MOTION TO APPROVE
CHANGES TO
POLICY #4330

MOTION TO APPROVE
CHANGES TO
POLICY #4520

MOTION TO APPROVE
CHANGES TO
POLICY #4700

MOTION TO APPROVE
CHANGES TO
POLICY #5010

MOTION TO APPROVE
CHANGES TO
POLICY #5222

Unofficial

Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
CHANGES TO
POLICY #5226

Motion by Jacobsmeyer, second by Heupel, to approve recommended changes to Policy 5226 – Tobacco Marijuana, Alcohol and Drug-Free Workplace.
Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
CHANGES TO
POLICY #5231

Motion by Mumby, second by Upton, to approve recommended changes to Policy 5231 – Personnel Records.
Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
CHANGES TO
POLICY #6410

Motion by Heupel, second by Hill, to approve the recommended changes to Policy 6410 – Evaluation of Administrative Staff.
Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
NEW POLICY #1650

Motion by Mumby, second by Hill, to approve the addition of new Policy 1650 – Public Charter Schools.
Public comment was requested and Judy - question on last paragraph.
Passed 8-0.

Presentation by Superintendent Dziowgo, Clerk Zuffelato, and Jackola Engineering regarding the roof project above the classroom wing at the High School. The long-term objective is to give the students a better and more efficient school through a community supported bond project. However, the District also has emergent short-term needs. The roof needs to be replaced this summer in order for the ESSER funded HVAC project to be completed. Furthermore, the temporary trusses installed this Fall to address structural deficiencies are only temporary and it is most advantageous to complete a full roof replacement before next school year. The District proposed a two-pronged approach to the high school facility needs. (1) short-term to ensure the partially completed HVAC project is completed and the roof is replaced this summer (2) comprehensive facility project to address safety, security, energy efficiency, and 21st century learning spaces. The District proposed two alternative (separate) funding mechanisms; (1) short-term building reserve levy (2) general obligation bonds. Utilize a building reserve levy for the emergency needs, such as replacing the roof and completing the HVAC project. Long term would need to be funded by a general obligation bond. Numbers will be refined over the next few weeks in anticipation of conducting a building reserve levy election in May. The District will also propose general fund operational levies in May to continue providing the same programs/staff for next school year.

MOTION TO PROCEED
WITH DUAL PROJECT/
FUNDING

Motion by Riley, second by Mumby, to proceed with the dual project/funding to address the short-term and long-term needs separately.
Public comment was requested and there was none.
Passed 8-0.

Unofficial

Personnel:

The Board acknowledged the following resignations previously accepted by the Superintendent: Michelle Robinson – Glacier Gateway Paraeducator, Amy Hanson – Ruder 5th Grade Teacher, Tristen Woody – Ruder Paraeducator, Denise MacDonald – High School Paraeducator and Bus Aide, Dan Ellman – Assistant Mechanic, Kimberly Griggs – Food Service Helper, Jaxon Arndt-Stigall – Custodian, Colten McPhee – High School Paraeducator, Kati Knutson – High School Assistant Track Coach

Motion by Upton, second by Riley, to approve the following Elementary District hiring recommendations: Diane McDonald – Ruder Special Education Teacher, Rubianna Masa – Junior High Campus Professional Development Specialist, Leslie DiMaio – Campus Professional Development Specialist, Courtney McCord – Glacier Gateway Campus Professional Development Specialist, Tricia Hall – Glacier Gateway Campus Professional Development Specialist, Dana Shields – Ruder Campus Professional Development Specialist, Sherri Nissan – Ruder Campus Professional Development Specialist, Rubianna Masa – Junior High Elementary Technology Integration Specialist, Paige Hall – Ruder Elementary Technology Integration Specialist, Dana Shields – Glacier Gateway Elementary Technology Integration Specialist, Paula Koch – Junior High Gifted and Talented Campus Coordinator, Mary Ellen Getts – Glacier Gateway Gifted and Talented Campus Coordinator, Janae Christensen – Ruder Gifted and Talented Campus Coordinator, Samantha Jones – Junior High ESL Campus Coordinator, Callie Moore – Glacier Gateway ESL Campus Coordinator, Bella Calabrese – Ruder ESL Campus Coordinator, Dana Shields – Ruder Campus Lead Mentor
Public comment was requested and there was none.
Passed 7-0.

Motion by Heupel, second by Hill, to approve the following High School/District Wide hiring recommendations: Dan Ellman – Bus Route Driver, Michelle Bates – Bus Route Driver, Andrea Rogers – Dispatcher, Chad Cincis – High School Traffic Education Instructor, Tracy McDowell – Head Drama Coach, Rachel Burke – Assistant Drama Coach, Jaime' Bell – High School Gifted and Talented Campus Coordinator, Jenny Lovering – High School Technology Integration Specialist, Rebecca Bates – High School Technology Software Integration Specialist, Jeanette Price – High School ESL Campus Coordinator, Jeannette Price – High School Campus Professional Development Specialist, Josh Forke – High School Campus Professional Development Specialist, Shelly Gress – High School Campus Mentor
Public comment was requested and there was none.
Passed 8-0.

Motion by Riley, second by Mumby, to approve the substitute hiring recommendations.
Public comment was requested and there was none.
Passed 8-0.

PERSONNEL:

MOTION TO APPROVE
ELEMENTARY HIRING
RECOMMENDATIONS

MOTION TO APPROVE
HS/DISTRICT-WIDE
HIRING
RECOMMENDATIONS

MOTION TO APPROVE
SUBSTITUE HIRING
RECOMMENDATIONS

Unofficial

MISCELLANEOUS
AND FUTURE
PLANNING

Miscellaneous and Future Planning:

Superintendent Evaluation's deadline is December 18, with the review in January.

Next Regular Board Meeting - changed from January 8 to January 15 - 6:00 P.M. - District Board Room

Logan Health Meeting - January 16 - Kalispell, MT

Health Insurance Committee Meeting - January 17 - 4:00 P.M. - Admin Conference Room

Work Session Meeting - Purpose for Superintendent's Evaluation - January 22 - 6:00 P.M. - District Board Room

Schedule Students-on-Board Meeting - Purpose of group and structure.

MEETING
ADJOURNED

As there was no further business to come before the Board, Chair Rocksund adjourned the meeting at 8:09 P.M.

Board Chair

Business Manager/Clerk

Ruder Board Report

- Christmas concerts were a hit! Our new music teacher, Alyssa Morales, did an excellent job preparing students for the concerts with singing, dancing, and instruments. Each concert was broken out by grade levels, which was a good thing, because each concert had approximately 250 people in attendance.
- The high school and middle school choirs came and sang Christmas songs caroling through our halls. They did a wonderful job and it is always exciting to see former students actively involved in their schools.
- Many of our families were supported with donated Christmas gifts. We are very thankful for our Family Advocate, Sarah Williams, for all her hard work organizing this for our students.
- Teachers were very excited by the PIR training they received from Stacy York. The school was buzzing the next day with highlights and takeaways.
- We will start our third MAST testing session at the end of the month. This session will have both ELA and math portions. Prior to the MAST testing, all students will be completing their winter STAR benchmark assessments. Once all students have finished with their STAR, we will look at the data to help make further educational decisions.



School Board Report for January 2024
Glacier Gateway Elementary School

During December, Glacier Gateway students and staff suffered from Influenza, COVID-19, and respiratory illness causing many students and staff to have absences. We hope to have a better January. We continue to work on sanitation practices, hand washing protocol for students, and healthy living strategies with families. Our goal is 95% of students/staff in attendance.

| Month of December by year | Attendance percentage |
|---------------------------|-----------------------|
| December 22 | 92% |
| December 23 | 91% |

Science Fair classes started January 8th. Mrs. Getts is offering science fair classes for about 6 weeks. Many staff members are assisting with the high number of students participating this year. Students will present their projects in February. Students that qualify for the County Science Fair will have the opportunity to participate at the Fairgrounds.

Testing season is upon us starting with the Winter STAR testing window this month. MAST Window number 3 will open at the end of the month as well as the WIDA test will be completed with our ELL students this month. We will start our COGAT testing for all 2nd grade students in February as well as NAEP testing for 4th grade students.

PTO is sponsoring "I love to read" month during February and hosting Book Bingo. We will participate in the Bikes for Books reading program during February. Students will earn tickets for reading to enter into a drawing for a new bike from the Masons of Columbia Falls. Ashley Johnson has done a great job organizing this opportunity. We will also start our reading logs for free Silverwood tickets during February.

We celebrated our 1st anniversary in the new building on Wednesday, January 3rd. We had our monthly assembly celebrating our anniversary, attendance winners, and students that demonstrated Respect in December for WILDCAT PRIDE. We learned about being Independent from the "Toolbox and the Zones Regulator" our superheroes that visit Glacier Gateway helping students regulate to learn.

Family advocate, Sarah Williams, organized the Christmas support for our families. Families needing support received gifts, laundry detergent, home supplies, and meal items. Sarah helped organize gifts and needs for about 60 families in the elementary schools.

Observations and evaluations for certified staff and classified staff are on track and we will conduct our mid-year reviews during this month.

Winter performances for Kindergarten will be on January 19th at 10:30. Kindergarten students are so overwhelmed right before winter break we decided to have a Winter performance in January.

Our Professional Development Day on January 2nd was wonderful. Stacy York is a down-to-earth speaker that was able to relate to the challenges we face in schools. Her focus was strategies for providing a learning environment for all students.



COLUMBIA FALLS JUNIOR HIGH

Ted Miller - Principal x 4009
John Cooper - Assistant Principal x 4008
Cory Dziowgo - Superintendent
(406) 892-6550 x 1422

cfjuniorhigh.org (406) 892-6530 Fax: (406) 892-6528

CFJH January Board Report Monday, January 15th

- We ended December with band and choir concerts, caroling, jazz bands, and our annual Christmas assembly. Students showcased their talents in our Christmas/Winter Band and Choir Concerts. They were well attended and students sounded great! Also, some of our choir students joined high school students spreading some Holiday cheer by caroling at different spots in the community like the Beehive and Veterans Home. They had a great time and community members really enjoyed it! The Columbians came to the junior high to play with our Jazz Band. It was an excellent experience for all students to collaborate and they sounded awesome! Finally, we ended the month with our school-wide assembly. Some of our advanced choir and band students performed for the student body and the teachers put on a Christmas skit. It was wonderful to give students and opportunity to perform for their classmates and show their talents! Also, it was fun for students to witness their teachers being a bit “goofy” and outside their “normal” teacher roles. It was a very positive experience. Everyone had a blast!





- Thank you to the CFJH PTO and many community members and businesses for donating gifts and household supplies to help our families have a wonderful Holiday season. Along with the help from Marna Pickard, one of our counselors, and many others, we supported 15 families from the junior high! The families received a lot of gifts and household items. It was wonderful!
- A couple of high school students started a HOSA Club at the junior high! Sophia Robbins and Maddie Moultray, with the help of one of our Health teachers, Ms. Heather Gilchrist, created the first HOSA Club for students interested in health related professions. Students learn about health care and professions, human health, STEM, and develop leadership skills. It is a great addition to our school and so great to have high school students leading it and working with our students!
- Our PIR on January 2nd was very informative and a good way to come back from Christmas Break. We learned about brain development, the effects of stress and trauma on students, and classroom strategies that are appropriate for brain development so students can learn effectively. We also learned about Indian Education for All and the portrait of a learner. Great information sessions!
- Land to Hand worked with some of Mr. Derek Andrews' FCS classes on a cabbage slaw recipe. The kids then distributed the slaw during lunch to students who wanted to participate in a taste test. What a great activity and opportunity for students to interact with each other, Land to Hand, and learn valuable skills! It was delicious! Thanks Land to Hand for working with our school!



- Our Wildcat Building Leadership Team has been meeting monthly. This is a team of teachers that meet each month to address issues and concerns that the staff submits. We discussed the need for different activities during indoor recess when students are forced inside due to weather. The team created some ideas of using the small gym for walking, the main gym for activities such as basketball and volleyball, and using the cafeteria to show a movie/program episode and a spot for students to read. These are the ideas we are going to start with and then progress from there. We also discussed issues around student work ethic and maintaining a positive attitude. A survey is going to be sent out this month to gather data and then build a game plan from the results.
- The MTSS Building Team met and discussed updating our behavior flow chart. The team wants to make it clear to staff what is an office referral behavior and what is a classroom managed behavior. Also, we want to provide strategies for classroom management. We are going to start by first presenting some behavior flow charts and have the staff vote on one and fine tune it to our building's needs. Once we create it we will present it to staff to make sure everyone is on the same page when addressing student behaviors. We also discussed creating some common language for teachers to use when correcting behaviors that will address it quickly and in a productive manner.
- Our staff continues to work on our self-assessment/grading instructional focus. All teachers have been using different self-grading and/or reflection activities with students to improve student ownership, self-reflection, and overall academic performance. Activities can lead to student goal setting, focus on continuous improvement, and multiple checks for learning. Teachers turned in a reflection on how the activity/strategy worked in their classroom. They will collaborate with others to share different ideas and improve their instructional strategies.

CFJH December Enrollment

6th Gr. - 181
 7th Gr. - 185
 8th Gr. - 173
 Total - 539

December Attendance Rates

6th Gr. - 91.26%
 7th Gr. - 89.59%
 8th Gr. - 87.78
 Overall - 89.56%



CFHS Board Report: January 15, 2024

Columbia Falls High School
610 13th St W
Columbia Falls, MT 59912

Principal - Jon Konen
Asst. Principal - John Thompson
Athletic Director - Troy Bowman
(406)892-6500 Office (406)892-6583 Fax

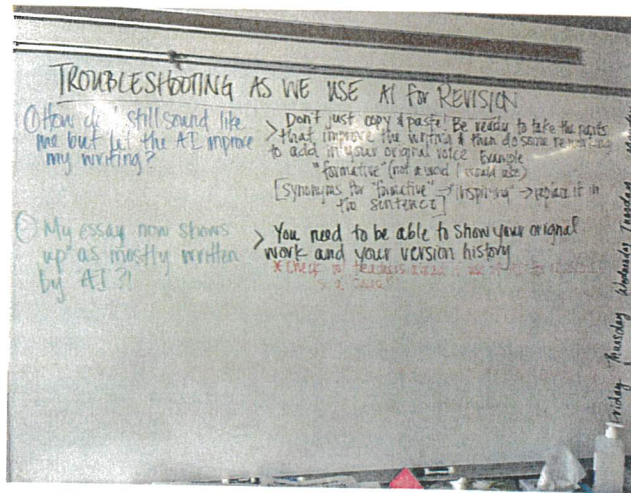
Submitted by Jon Konen, CFHS Principal

Strategic Goal #1: Challenging, Diverse, and Supportive Learning Environment

Our school wide goal this year is to continue to build a positive school culture. We are using the mantra of increasing the positive and decreasing the negative!

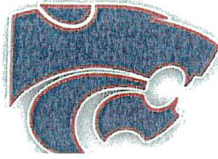
Notable accomplishments:

WORKING WITH AI – As artificial intelligence (AI) becomes more prevalent in our society, we know that instructional practices must change as well. In Mrs. Miller's room the freshmen are digging into AI as they explore the use of Magic School AI as a revision tool at the very end of the writing process. After analyzing coming of age short stories during the semester, the students chose themes that resonated with them. They outlined, drafted, revised, edited, and published literary analysis essays. The teacher did not tell them they were going to do this activity until they had all turned in their completed essays. Then they had discussions about the concerns and ethical uses of AI in academics. They then dove into the necessity of understanding the fundamentals of writing and verbs that go into prompting the AI to improve the writing. The teacher modeled the use of the tool with a student's thesis statement, and how it took a combination of the AI and a person's own knowledge of writing to create an effective thesis statement. The students spent two days exploring how the AI could impact their writing. As a class, they discussed openly the issues that arose, concerns they had, and problems with blindly trusting the AI. They worked together to problem solve and discuss solutions.



BLEED BLUE TICKET UPDATE – Every two weeks all staff members are tasked with finding a student that exemplifies Character, Focus, Honor, and Strength (CFHS). Staff members fill out a Bleed Blue Ticket and give them to a student. The student then turns it into the office. Every other week a drawing is conducted for a gift card to a local business. The student is celebrated, as well as the staff member that wrote the Bleed Blue Ticket (staff members receive \$10 cash, donated personally by Jon and John). All Bleed Blue tickets are then mailed home to families. Our goal this year was to find 1,000 students who have illustrated C.F.H.S. Currently, half way through the year, we have written 747 tickets, or 74.7% away from reaching our goal of 1000. We believe finding positive behavior is positively affecting the number of behavior referrals in our school. Comparing referrals for the years 2022/3 and 2023/4 up to January 8, there were 222 events last year compared to this year's 147 events.





CFHS Board Report: January 15, 2024

Columbia Falls High School
610 13th St W
Columbia Falls, MT 59912

Principal - Jon Konen
Asst. Principal - John Thompson
Athletic Director - Troy Bowman

(406)892-6500 Office (406)892-6583 Fax

BAND IS ROCKING – Night of Lights, the Winter Concerts and Jazz Cafe at the Cedar Creek Lodge were all great successes for the band program. Abbey Biel and Evan Fisher made the all-state jazz band this year. They auditioned against students from all school levels across the state. They will travel to Helena this weekend to participate in the event.

PAES LAB – Did you know Columbia Falls High School has the only PAES lab in Montana for our students? The Practical Assessment Exploration System (PAES,) is a simulated work assessment and hands-on curriculum lab where students learn by doing in a structured environment. It provides foundational vocational skills for our life skills students and an additional vocational credit opportunity for others! What we love about it is that it is data driven, and simulates a real workplace. This has been helpful in continuing to provide transition assessments and transition experiences that are required in student IEPs during times that we struggle with staffing and with job shadow placements post-covid. Students gain skills in the following 5 areas: Consumer/Service, Business/Marketing, Processing/Production, Construction/Industrial, Computer Technology. We then have information/data to provide Vocational Rehabilitation on both student skills and interests.

Strategic Goal #2: High Performing Workplace

Open and Unfilled Positions at the High School - We have a few openings: three paraprofessionals for the special education program, and we are only short one person in the maintenance/custodian department at the time of this report.

Other Accomplishments:

PROFESSIONAL DEVELOPMENT – The district MTSS Committee (Multiple Tiers of Systems of Support Committee) chose to have a professional development provided by Stacy York. Stacy York was trained by the famous psychologist and therapist, Dr. Bruce Perry. His work with the neurosequential model is the leading therapeutic technique and intervention. Stacy presented to the entire district on several strategies that can be used to support students. Regulation and co-regulation techniques that can be used immediately were discussed. Personally, I have worked with her in three different districts and her work has moved all three districts forward in supporting students and families.

Strategic Goal #3: Organizational Effectiveness

The third goal under Organizational Effectiveness on the strategic plan states, "Goal 3: Establish and foster a positive collaborative culture in all district departments." We are continually working on several areas with school culture. Here are some of the hurdles we are tackling: an exposed ceiling, finally getting breakfast back for students, working on air quality in our school, technology rotation plan, timely and important professional development, purchasing vape sensors for our bathroom, to name a few.

Other Notable Accomplishments

LEADERSHIP TEAM STRATEGIC PLAN AND GOALS – Before school started, the CFHS Leadership Team met to determine the goals for the school year. We then created tasks that went with each goal. We had four categories with four to five objectives in each category, and titled the working document, CFHS Strategic Planning and Implementation Checklist. We revisited that implementation, tracking what we said we were going to do, and found that 16/23 objectives have been fully implemented, 5/23 are partially implemented, and 2/23 have not been started yet. It was a good way to track what we said we were going to do, and work on a plan for the remainder of the school year.



CFHS Board Report: January 15, 2024

Columbia Falls High School
610 13th St W
Columbia Falls, MT 59912

Principal - Jon Konen
Asst. Principal - John Thompson
Athletic Director - Troy Bowman

(406)892-6500 Office (406)892-6583 Fax

Strategic Goal #4: Family & Community Engagement

HOLIDAY MUSIC – Both the choir and band departments conducted several different performances, not only in our school but out in the community as well. The choir went to the Veterans home as well as many other businesses and schools. The band went to neighboring school districts, and had a night of jazz at the Cedar Creek Lodge. Bringing people into the school and getting out into the community is a great way we show appreciation of our students' talents and the great community.

Strategic Goal #5: District Facilities Support & Enhance Learning

HIGH SCHOOL ROOF UPDATE – Swank finished up the roof project of constructing supports in the second floor of the high school in early December. The entire hallway ceiling is supported and several classrooms had partial supports put in. Swank completed the project by putting plastic up all throughout the exposed ceiling area. As you know the board has decided to run a building reserve levy this spring to pay for a new roof. Then, a building bond to update many of the needed areas of the high school will be formulated over the next several years. I encourage the community and all school board members to come to the high school for a tour.

SPECIAL EDUCATION

SPECIAL SERVICES COLUMBIA FALLS SCHOOL DISTRICT #6

January 9, 2024 Board Report
Submitted by Michelle Swank, Director

Special Olympics: Winter sporting events of Skiing and Snowshoeing started on January 9th, and will continue over the next seven weeks. This year the SD6 Special Olympic Wildcat Team has 22 athletes participating. Special thanks to coaches Kate Daniels, Paula Foster, and Anne Barker, along with additional para-educators supporting student athletes in making this winter ski season special!

Professional Development: SD6 training workshops have been provided over the past month via training in Trauma/Toxic Stress and Behavioral Management Strategies to help support and expand upon professional development for paraprofessionals and teachers. Special thanks to Courtney McCord, SD6 Behavior Intervention Coach, and Jon Konen, CFHS Principal for helping in organizing these trainings.

Students Receiving Special Education Services as of 1/9/2023

Grade breakdown % of students receiving special education services per grade level

Montana Identification rate: 13.4%

(Preschool count not included)

| | GG | Ruder | CFJH | CFHS |
|----|-------|--------|-------|--------|
| K | 19.1% | 16.2% | | |
| 1 | 22.6% | 16.5 % | | |
| 2 | 20.9% | 14.5% | | |
| 3 | 19.3% | 12.0% | | |
| 4 | 14.2% | 17.8% | | |
| 5 | 20.2% | 20.2% | | |
| 6 | | | 20.9% | |
| 7 | | | 16.5% | |
| 8 | | | 13.1% | |
| 9 | | | | 11.7% |
| 10 | | | | 11.4 % |
| 11 | | | | 10.2% |
| 12 | | | | 7.8% |

Compared to over-all district enrollment:

Currently 16.3% of SD6 students are identified in receiving Special Education Services

Start of school year 23/24 over-all districtwide percentage of students receiving Special Education Services: 15.5%

Speech Language Impairment identified is: 26.6% compared to over-all IDEA categories; over-all, 74.7% of students identified receive speech services.

**Curriculum Director Report
January 2024**

District PIR Day - 1/2/24:

Superintendent Dziwgo and I facilitated protocols to inform our District Portrait of a Learner. Certified staff collaborated in small groups to identify skills and mindsets they believe are essential. We will continue to engage with various stakeholders to gather input for developing the Portrait. The goal is to have the Portrait developed and approved by the Board by the end of the school year.

Additionally, a mock lesson on Indian Education for All (IEFA) was facilitated, allowing staff to evaluate the impact of video on bias development. Teachers were given time to collaborate and catalog various lessons and activities that meet the state's IEFA requirements.

Curriculum Pilots for the Current School Year:

The curriculum pilots for the current school year are progressing. The Kindergarten through 5th-grade math pilot team received training on Bridges math curriculum, while high school math teachers were trained on Into Math. Both pilots will extend into late spring. After completion, we will host parent meetings and make recommendations to the Board for adoption.

Measures of Achievement and Student Growth Testing (MAST) Pilot:

The third test window for the MAST pilot, covering both Math and ELA, will open on 1/29. The Office of Public Instruction (OPI) is actively collecting feedback from teachers and administrators to inform future decisions regarding the MAST.

World-class Instructional Design and Assessment (WIDA) Testing:

The testing window for the WIDA assessment is now open. This assessment is administered to students identified as English-language learners, monitoring their progress toward English language proficiency in the domains of Listening, Reading, Speaking, and Writing.

Technology Committee:

The Technology Committee met and discussed various hardware and software-related topics. We planned for the technology-focused early release PIR on 1/10, where teachers selected from a variety of trainings to enhance their tech integration skills. Chris Grau continues to focus on ensuring our district is secure from various digital threats. He shared the actions he is taking to increase security, including the scheduled replacement of the district firewall. Chris and I are working to meet the state's expectations related to student data privacy and have joined the Student Data Privacy Consortium to support our work in this area.

Professional Development Committee:

The Professional Development Committee met to discuss campus and district learning initiatives. The committee reviewed and approved six Professional Development Grant Applications, bringing the total of grants funded through Title I to 16. Grant award recipients aim to share their powerful learning experiences with the board at a future meeting.

School Board Committee Reports

December

Discipline Committee

Advisory Committee

Date: 11/13/23 at 4 pm. Members Present: Jill Rocksund, Barb Riley, Cory Dziowgo, Jenny Lovering, Jenny Martin, Mary Burns, Paula Koch, Ted Miller, Brenda Krueger, Jon Konen

● **Glacier Gateway**

- Community tour on 10/24
- Golden G to Ms. Harwood's Class
- GearUp for Winter; 41K in winter gear to students in needs
- ABC Fashion Show: Orem and Miller's Kinder class working on their ABCs
- Pumpkin Book Character Contest: 88 submissions
- PTO Hosting Turkey Trot on 11/18
- Food Drive happening now through 11/17
- PT Conference: Pretty Good Turnout
- Tech Concerns
 - Hooking personal printer to district devices
 - Netflix and Disney Apps on the SmartBoards are not there
- Copy Work Turn Around
 - From 10-14 days; Is there a 'Need by' on the form?
- Teacher Concern for Students falling through the cracks when they advance to new building
 - District Support Model for transitioning between buildings? Addressing Social-Emotional needs of students

● **Ruder Elementary**

- Turkey Bingo and Chili Cookoff 11/17
- Mrs. N heading to Veteran's Home to deliver cards; Thanks to TSundberg for setting up
- Hooked on Fishing starting with field trips coming
- MAST Testing window complete for grades 3-5; Teachers enjoyed establishing scope of testing
- Thanks to PTO for Free Book Fair at Ruder
- Grades 4/5 Classes making cards for Veterans Home
- Maker's Space Lab organized by parents; Extended Studies happening as well with Mrs. Christansen

● **CFJH**

- Full of Happiness and Celebration
- Green Light a Vet program at school
- JH Choir participating at CFHS Assembly and collaborated with CFHS Choir at concert
- Hug Rocks in conjunction with counselors to show compassion for other (left in places for others to find)
- Special Olympics Bowling finishing up 11/14
- Dream Program registration for students; locker decorations as well; skiing beginning 1/9
- Food Drive (Grizz winning as of now)
- MAST testing at CFJH; many involved in process to ensure success; additional time required at the JH level for this first testing window
- SRO for District: Status Update for District

School Board Committee Reports

• CFHS

- Persimin (sp) Art Gallery hosting for 11/15; charity fundraiser
- Thank you to JKonen for making construction disruptions as minimal as possible
- Truck Route intersection: walking path not visible; hard to see people; bus drivers waving people through;
- Counselor Staff in Schools: wanting to hire an addition FTE
- Nursing: worried about losing time
- Administrator: worried about losing time
- Staff Attendance Numbers: analysis of numbers; wanting an additional presentation on staff absences;
- Coaches are Concerned that Volunteer Coaches will not be funded to travel

Board Update:

- Rundown of agenda
 - ◆ New Process with Written Reports
 - ◆ Data Presentations
 - ◆ New Policies for District
 - ◆ Lease and MOU Agreements
 - ◆ New Bus Purchases
 - ◆ Health Insurance: Liaisons and Consultant contract
- Upcoming Architect Selection Process

Calendar Committee

Insurance Committee

November 29, 2023 at 4 pm (Conference Room)

Attendees: Cory Dziowgo, Dustin Zuffelato, Heather Mumby, Mikie Kimmet, Sara Childers, Jill Rocksund, Barb Riley, Jac Gomes, Emily McCaffree, Becky Bates, Emilie Erler, Sammy Jones

Agenda

1. Old Business
 - a. AFLAC Implementation
 - i. Open Enrollments-November with December 15th Deadline
 1. Additional enrollment resource (Ali)
 - ii. Do we (Jac) need to send more information to staff?
 1. SJ, SC, MK all have resources to share
 - b. Health Screenings- November 14-16
 - i. 136 participants (down 13 as compared to last year); employee participation was the same as last year (changes were due to dependents and retirees); ISWM will add additional time slots if we increase our participation and fill the time slots
2. Plan Year 2024
 - a. Expected-Actual Claims through October 2023--109% of Expected
 - i. 109%=Using reserve funds to pay for the overage; increase in members approaching the Stop Loss threshold; Encourage cost saving measures with employees (Veza Health)
3. Reference Based Pricing
 - a. District Provider Agreements - Logan Health
 - i. 2019-2023 Claim--deep dive--compliance with contract terms (25% discount and not more than 4% inflation to billed - 19 -)

School Board Committee Reports

1. Findings: increases in lab and imaging costs; Clarifying language in agreement;
 2. How do we leverage our local health care providers to get maximum benefits for our members?
 - ii. Meeting-December 5th at 8 am
 1. Cory, Dustin, Jac, and Barb to attend
 - b. Referenced Based Pricing - Market Options
 - i. Request for Proposal
 1. What are the Goals? How much disruption to plan members is the Committee willing to accept to lower overall claim cost/expense/liability?
 2. Timeline-distribution
 - a. December 11, 2023 for the distribution of the RFP; members will review prior to this date for approval
4. Appeal Process:
- a. Appeal presented to committee for voting
 - i. Provider asking for procedure to be paid for under the plan; has been through a level one appeal process and is now being presented to the committee for decision
 - ii. Motion: Advance the appeal to the Peer Review Status with the understanding that if the Peer Review agrees with the level one appeal, the committee will uphold the decision of the Peer Review. If contradictory, the Health Insurance Committee will reconvene to make a decision. Made by Heather M seconded by Barb R. **Motion approved 7-0**
5. Future Planning
- a. December 13th and/or January 20th
 - i. Pending on other factors
 - b. HB332 – Statewide School Health Trust TABLED
 - c. Health Liaisons – Topic/Focus Items TABLED and see above
 - d. Flex Plan TABLED
 - e. HIPAA Training
 - i. MK will explore providing MSGIA HIPAA training for members; completed prior to the next meeting

Policy Committee

Meeting Date: 12/07/2023 at 4 pm. Members present: Jill Rocksund, Keri Hill, Wayne Jacobsmeyer, Cory Dziowgo, Marie Birky

- Policy 4330-Community Use of School Facilities: discussion was had about the additional language from HB359. Discussion on adding a Column B to the Use of Facilities regulation for the user fees for the multi-use fields. Also wanting to add marijuana to the list of 'shall not use' substances on district property to match other policies. The rest of the model policy is already existing in the current district policy.
- Policy 4520-Cooperative Programs with Other Districts and Public Agencies: Allows the paragraph for allowing agreements for culturally rooted instruction.
- Policy 4700-Family and Community Engagement: New paragraph providing for language for collaboration between schools and families. It is a practice of the district and would be nice to have in policy.
- Policy 5010-Equal Employment Opportunity and Non-Discrimination: Cross reference to Policy 5015 Bullying/Harassment/Intimidation
- Policy 5222-Evaluation of Non-Administrative Staff: revised to reflect new rule in accreditation Standard in Chapter 10.55. Good practice for district

School Board Committee Reports

- Policy 5226-Tobacco, Marijuana, Alcohol and Drug Free Workplace: reflection of HB 128 and use on district property
- Policy 5231-Personnel Records: updated to reflect the transfer of evaluation language in Chapter 10.55 of the MCA. The rest of the model policy is already existing in the current district policy.
- Policy 6410-Evaluation of Administrative Staff: Legal reference update and language to address administrators having a right to access evaluation instruments and to respond in writing to the completed evaluation. The rest of the model policy is already existing in the current district policy.
- Policy 1650-Public Charter School: New Policy required from HB 549.

These policies will be taken to the board meeting on 12/11/23 for review and adoption by the district. There are still additional policies to be updated and those policies will be brought to the committee at a later date.

School Board Committee Reports

January

Discipline Committee

Advisory Committee

Date: 12/11/23 at 4 pm. Members Present: Jill Rocksund, Barb Riley, Cory Dziowgo, Jenny Lovering, Jenny Martin, Mary Burns, Ally Reamy Butts, Penni Anello, and Jon Konen

Recap of [Previous Meeting](#) and Progress Update

- Copy room: improvements with turn around time
- SRO situation
- Truck route intersection

Ruder Elementary

- MAST round 2 complete (math only)
- Ms. Morales Holiday Performance-solos, mini choirs, kids wanting to practice in class (performance next week)
- PTO Holiday Store fundraiser: kids get to go shopping for their gifts, all students get to shop regardless of funds (one items)
- Hooked on Fishing: lure decorations
- Fun getting into Holiday Spirit; craft making in third grade
- SWilliams facilitating adopt a student (GG and RE)
- Food drive going well
- Copy work Turnover going a bit quicker
- Bus Request: a bit clunky, system not notifying if approved;

Glacier Gateway

- Winter 1-5 concert; CFHS Choir came over
- Science Fair preparation (January)- 70 kids (3-5)
- Vet Home Carolling with Mrs. Goetz class
- Extended studies activities
- Hooked on Fishing: Christmas lure ornaments (PTO Funded)
- 12/14 PTO event: Christmas Stories with Santa's Sister
- Handle with Care announcements from CFPD: how do those notifications now flow? Cory to contact CFPD, Sheriff, and CPS

CFJH

- Staff asking for how to advocate for how to pass the bond (how to tell the story)
- Tech issues: tickets and communication-left unanswered and left to solve their own issues; immediate needs=frustrated
- MAST Testlets: 3-5 days of test of STAR and 13 testlet MAST, loss of instructional time; What does future testing look like with loss of instructional time?
- Custodial: basics being done; items not being accomplished as pre-covid; Are we lowering our standards? Staff asking to help take on janitorial duties; amount of tasks accomplished are not being completed in the same amount of time as in prior years;
- Ice Skating in PE class- enjoying the time outdoor
- Band and Choir concerts Tuesday and Thursday of this week

School Board Committee Reports

- Christmas Skit next week at CFJH

CFHS

- KDaniels trip to clay studio, IEFA funded; art on display; student show at Persimmon Gallery
- Printing jobs have been completed in a timely manner
- ExtraDuty Stipends (on board agenda tonight)

Board Update

- Discipline Data at Mtg tonight
- Inclement Weather Guidelines (yearly review)
- Policy Updates: legal changes and minor edits; one new policy
- HS Capital Bond Project: Objectives, groups, committees, timing

Calendar Committee Did Not Meet

Insurance Committee Did Not Meet

Finance Committee Did Not Meet

Transportation Committee Did Not Meet

Professional Development Committee Did Not Meet

Canyon Building Use Committee Did Not Meet

Negotiations Committee Did Not Meet

Long-Range Planning Committee Did Not Meet

Policy Committee Did Not Meet

TO: Board of Trustees
FROM: Dustin Zuffelato, Business Manager/Clerk
DATE: January 10, 2024
RE: **Business Office Report for the January 15, 2024 Regular Meeting**

Annual Election

Filing for Trustee candidacy opened December 14, 2023. The deadline to file is **March 28, 2024**. Trustees **Rocksund** and **Jacobsmeier** have expiring terms in 2024. The District met with Debbie Pierson (Clerk and Recorder) and Adrienne Chmelik (Election Manager) on December 27th to discuss the upcoming election. West Glacier residents will receive just the High School District ballot whereas all other registered voters will receive both the High School and the Elementary District ballot. We are likely to have the following initiatives on the respective ballots:

Elementary District: General Fund Operating Levy and School Board Trustee

High School District: General Fund Operating Levy and Building Reserve Levy

We discussed utilizing different ballot styles/envelope colors to track the results by geographic area/precinct to allow the District to work with our HS Bond Project outreach team to target specific areas where these proposed levies were not successful to focus our outreach for the Bond Levy Election that is scheduled within the next few years.

We discussed coordinating election administration. The District will establish their own account with ballot company ESS. The District will order ballots that will be tabulated using the County machines.

Election Timeline:

February Regular Meeting – Resolution calling for the election and consideration of the Mail Ballot Plan - February 27th deadline

March 12 – Close of Voter Registration – get list of voters to the envelope printery

March 28 – Trustee Candidate Filing Deadline

April 5 – Certify Ballot

April 19 – The ballots will be sent to every registered voter

May 7 – Election Day

High School Roof/HVAC Building Reserve Project

Update regarding the project planning.

Architecture/Engineering

The District will execute an **amendment** to the initial contract with Jackola Engineering for the HVAC project. The design services for the roof and next phases of the HVAC project will be provided between December 2023-April 2024 e.g. prior to the levy election. A separate contract will be executed to cover the community outreach portion of the Building Reserve Levy. This will be on a time and material basis.

Construction/Planning

Change order for the temporary roof structure was \$375,000. The other component of maintaining the existing roof structure throughout the current school year is snow mitigation. The cost of this contract was \$57,200. Total Expense for the temporary fix is **\$432,200**. This is funded by the Building Reserve Fund-specifically all of the available School Major Maintenance Account funds of \$326,263 with the remaining \$105,937 from the contingency funds available. Remaining contingency funds for the A&E Design services noted above is \$109,396. Jackola Engineering is working to devise the construction documents allowing them to accurately estimate the project cost. With regards to securing a contractor to complete the proposed work, as you know timing is essential. The intent is to be shovel ready as soon as ballots are counted to ensure the project is completed prior to next Fall. Material with long lead times is being identified and needs to be ordered prior to the election date in May. The District may need to procure some of these items directly as we don't have a contract in place. We intend to have this project formally bid through a RFP process to satisfy the state procurement statutes while retaining ability to control who is awarded the contract. The bidding process will be completed prior to the election date in May.

Election

Resolution authorizing mills/amount levied and depicting the project scope will be considered during the February Regular Board Meeting. The District will also need to submit the mail ballot plan to the secretary of state office prior to March 8th. The three main items within the resolution are:

- (1) Project Scope – Roof or Roof and HVAC upgrades.
- (2) Amount. Roof is estimated at \$2.50 million. HVAC is estimated at \$3 Million.
- (3) Term. 2 Years – FY 2025 and FY 2026. Bond election in Spring 2025. Issue Bonds in FY26 and first repayment in FY27.

| Project Scope | Amount | Annual Debt Service | Mills | Annual Tax \$300K Home | Approx Bond Project-equiv. Debt Service |
|----------------------|---------------------|----------------------------|--------------|-------------------------------|--|
| Roof | \$ 2,500,000 | \$1,341,116 | 20.02 | \$81 | \$20,000,000 |
| HVAC | \$ 3,000,000 | | | | |
| TOTAL | \$ 5,500,000 | \$3,218,680 | 48.05 | \$195 | \$40,000,000 |

Tax Values – Mill Levy Impact
 based on new INCREASED Tax Values and
 LOWER Mills levied

Tax Levy - Mills

| | FY 2023 | FY 2024 | |
|--|---------------|---------------|----------------|
| University Millage | 6.00 | 6.00 | 0.00 |
| Statewide School Equalization | 40.00 | 40.00 | 0.00 |
| Countywide School | 100.94 | 84.41 | -16.53 |
| Flathead County | 115.27 | 83.17 | -32.10 |
| Flathead County Bond | 1.35 | 0.91 | -0.44 |
| Flathead Valley Community College ¹ | 13.05 | 12.34 | -0.71 |
| FVCC Permissive Medical | 4.76 | 3.17 | -1.59 |
| Columbia Falls Elementary District | 198.17 | 154.33 | -43.84 |
| Columbia Falls High School District | 54.60 | 42.36 | -12.24 |
| County Road | 22.03 | 15.57 | -6.46 |
| County Board of Health | 3.99 | 3.60 | -0.39 |
| County Planning | 1.22 | 1.00 | -0.22 |
| City of Columbia Falls | 153.13 | 64.46 | -88.67 |
| City of Columbia Falls Perm Medical | 27.88 | 25.90 | -1.98 |
| Columbia Falls Cemetery | 2.40 | 1.91 | -0.49 |
| Columbia Falls Rural Fire District | 16.71 | 15.05 | -1.66 |
| | 761.50 | 554.18 | -207.32 |

| | | | |
|------------------------|------------------|------------------|------------------------|
| Market Value | \$200,000 | \$281,100 | 40.55% increase |
| Assessment Rate | 0.0135 | 0.0135 | |
| Tax Value | \$2,700 | \$3,795 | |
| Mills Levied | 761.50 | 554.18 | -207.32 |
| Tax Estimate | \$2,056 | \$2,103 | \$47 |

2.29%

Monthly Insurance Claim Summary

Paid Claims December 2023

| | |
|---------------------------------|------------|
| Medical Plan Paid Claims | \$ 170,933 |
| Aggregating specific deductible | \$ 9,805 |
| Specific Stop Loss Liability | \$ 90,866 |

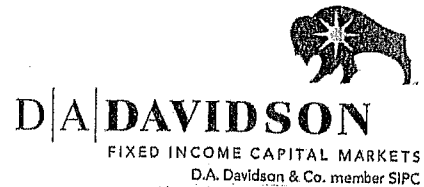
Monthly medical expected claims based on an enrollment of 233 Plan participants
(72 singles/161 families): \$ 247,446
Plan claim liability as a percentage of expected claims: 69.08 %

Paid Claim summary plan year-to-date (July 2023 through DECEMBER 2023):

| | <u>Actual</u> | <u>Expected</u> | <u>Percentage</u> |
|---|---------------|-----------------|-------------------|
| Medical Plan Paid Claims | \$ 1,376,610 | \$ 1,448,645 | 95 % |
| Aggregating Specific Deductible (met to date) | \$ 100,000 | | |
| Specific Stop Loss liability | \$ 90,866 | | |
| Total Claims | \$ 1,567,476 | | |

December 7, 2023

Dustin Zuffelato, Business Manager
Columbia Falls High School District
501 6th Avenue West
Columbia Falls, MT 59912



Re: Underwriting Engagement Letter – Columbia Falls High School District – Potential Bond Issue

Dear District Officials:

On behalf of D.A. Davidson & Co. (“Davidson”), we wish to thank you for the opportunity to work again with Columbia Falls High School District (the “District”) on a potential issuance of General Obligation School Building Bonds for building improvement and other capital projects (the “Bonds”) – similar to the process with the Elementary District’s recent issuance of Bonds. This letter will confirm the terms of Davidson’s underwriting engagement (the “Engagement”) where the Bonds would be sold in a public offering and Davidson will serve as the underwriter or placement agent (the “Underwriter”).

It is anticipated that this Engagement will be replaced and superseded by a bond purchase agreement for the Bonds to be entered into by the parties (the “Purchase Agreement”) upon successful completion of the planning process, election and subsequent bond offering process. The Purchase Agreement will present the interest rates, purchase price, redemption features and the public offering or sale prices of the Bonds. The District will consider the Purchase Agreement but will not be obligated to accept the same and may reject the same. If the Bonds do not pass the election or are not issued, the District would owe Davidson \$0.

1. Services to be Provided by Davidson. The District hereby engages Davidson to serve as Underwriter of the proposed issuance of the Bonds; and in such capacity, Davidson agrees to provide the following services:

- a. Review financial information necessary to determine the ability of the District to incur and repay the debt.
- b. Size the Bonds to account for the sources and uses of funds.
- c. Recommend maturity schedules, interest rates, call features, method and timing of the bond offering and closing and other terms necessary to achieve a low borrowing cost on the Bonds.
- d. Review the District’s status regarding Continuing Disclosure responsibilities (past and future).
- e. Coordinate the Bond transactions with District Officials and all Financing and/or Project Professionals to include the Architect, Bond Counsel, and Paying Agent and Registrar; and in that regard will prepare financing time and responsibility schedules.
- f. Evaluate and make recommendations to the District concerning an underlying bond rating or bond insurance for the Bonds and facilitate such bond rating or insurance process, if applicable.
- g. Consult with Bond Counsel and review and provide comment on Bond legal documentation.
- h. Prepare a Preliminary Official Statement (the “POS”) that will serve as the disclosure document for the Bonds pursuant to requirements set forth by the Securities Exchange Commission (the “SEC”). The POS will contain the legal authorization and terms of the Bonds, the continuing disclosure undertaking, and general, financial and operating information concerning the District. The District’s POS will be distributed and made available to prospective investors, including local banks and other local investors. The final Official Statement (the “OS”) will be sent to the investors of the Bond issue.
- i. Obtain CUSIP numbers and arrange for their Depository Trust Company (DTC) book-entry eligibility.
- j. Contact potential investors, provide them with bond offering information, respond to their inquiries and, if requested, coordinate their due diligence sessions.

- k. Inform the District of the marketing and bond sale process.
- l. Negotiate the pricing, including the interest rate, and other terms of the Bonds with the District.
- m. Prepare the final debt service schedules and other related financing schedules and calculations for the District, OPI, the County Treasurer, Bond Counsel, and Paying Agent and Registrar.
- n. Assist the District in delivery of the Bonds and bond proceeds in such a manner that bond proceeds will be immediately available for immediate reinvestment.
- o. Prepare and provide information relating to the total revenues necessary to retire the Bonds, including reserve funds and sinking funds.
- p. Examine the feasibility of a refinancing as applicable at a later date at no additional cost to the District.
- q. Such other customary underwriting services as may be requested by the District.

Davidson will provide all services under this Engagement pursuant to the 'underwriter exemption' under the SEC's municipal advisor rules (Rule 15Ba1-1 et seq.), which enables Davidson to provide advice and recommendations with respect to the structure, timing, terms and other similar matters concerning the Bonds. In no event will Davidson provide advice, recommendations or services with respect to matters that are outside the scope of the underwriter exemption.

As Underwriter, Davidson will not be required to purchase the Bonds except pursuant to the terms of the Purchase Agreement, which will not be signed until successful completion of the pre-sale offering period. This letter does not obligate Davidson to purchase any of the Bonds.

2. No Advisory or Fiduciary Role. The District acknowledges and agrees: (i) the primary role of Davidson, as Underwriter, is to purchase the Bonds, for resale to investors, in an arm's-length commercial transaction between the District and Davidson and that Davidson has financial and other interests that may differ from those of the District; (ii) Davidson is not acting as a municipal advisor, financial advisor, or fiduciary to the District and Davidson has not assumed any advisory or fiduciary responsibility to the District with respect to the transaction(s) contemplated hereby and the discussions, undertakings and procedures leading thereto (irrespective of whether Davidson has provided other services or is currently providing other services to the District on other matters or transactions); (iii) the only obligations Davidson has to the District with respect to the transaction(s) contemplated hereby expressly are set forth in this Engagement; and (iv) the District may consult its own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent deemed appropriate. If the District desires to consult with and hire a municipal advisor for this transaction that has legal fiduciary duties to the District, the District should separately engage a municipal advisor to serve in that capacity.

3. Fees and Expenses. Based on the final sizing of the Bonds, Davidson will have an underwriting fee that is based on a percent of the principal amount of the Bonds issued. The underwriting fee will represent the difference between the price that Davidson pays for the Bonds and the public offering price stated in the final OS. With respect to the Bonds, such fee will not exceed 0.90%. In addition to the underwriting fee, the District shall pay to Davidson a fee not to exceed \$6,000 as compensation for its services in assisting in the preparation, printing and distribution of the POS and final OS and to reimburse Davidson for payment of applicable CUSIPs, Continuing Disclosure Report, if any, and DTC fees for the Bonds. The District shall be responsible for paying for all other costs of issuance, as applicable, including without limitation, bond counsel, paying agent and registrar fees, rating and insurance fees (as applicable), and any other fees and expenses incident to the performance of the District's obligations under the proposed offering.

4. Disclosures Required by Municipal Securities Rulemaking Board ("MSRB") Rule G-17.

a. Disclosure Concerning the Underwriter's Role:

- i. MSRB Rule G-17 requires an underwriter to deal fairly at all times with both municipal issuers, such as the District, and investors.

- ii. The underwriter's primary role is to purchase the Bonds with a view to distribution in an arm's-length transaction with the District. The underwriter's financial and other interests may differ from those of the District.
- iii. Unlike a municipal advisor, the underwriter does not have a fiduciary duty to the District under the federal securities laws and is, therefore, not required by federal law to act in the best interests of the District without regard to its own financial or other interests.
- iv. The District may choose to engage the services of a municipal advisor with a fiduciary obligation to represent the District's interest in this transaction.
- v. The underwriter has a duty to purchase the Bonds from the District at a fair and reasonable price, but must balance that duty with their duty to sell the Bonds to investors at prices that are fair and reasonable.
- vi. The underwriter will review the OS for the Bonds in accordance with, and as part of, their respective responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of this transaction.¹

b. Disclosures Concerning the Underwriter's Compensation:

The underwriter will be compensated by a fee and/or an underwriting discount that will be set forth in the bond purchase agreement to be negotiated and entered into in connection with the issuance of the Bonds. Payment or receipt of the underwriting fee or discount will be contingent on the closing of the transaction and the amount of the fee or discount may be based, in whole or in part, on a percentage of the principal amount of the Bonds. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest² since the underwriter may have an incentive to recommend to the District a transaction that is unnecessary or to recommend that the size of the transaction be larger than is necessary.

c. Transaction Specific Disclosures:

Since Davidson has not recommended a "complex municipal securities financing" to the District, additional disclosures regarding the financing structure for the Bonds are not required. However, and in accordance with the requirements of MSRB Rule G-17, if Davidson recommends a "complex municipal securities financing" to the District, this letter will be supplemented to provide disclosure of the material financial characteristics of that financing structure as well as the material financial risks of the financing that are known to us and reasonably foreseeable at the time.

d. Additional Conflicts of Interest Disclosures²:

Davidson has not identified any additional potential or actual material conflicts that require disclosure.

5. Questions and Acknowledgment. Davidson is registered as a broker-dealer with the SEC and the MSRB, and is subject to the regulations and rules on municipal securities activities established by the SEC and MSRB. The website address for the MSRB is www.msrb.org. The MSRB website includes educational material about the municipal securities market, as well as an investor brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.

If you or any other District official have any questions about the above disclosures, please make those questions known immediately to the undersigned. In addition, you should consult with the District's own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent you deem appropriate.

¹ Under federal securities law, an issuer of securities, such as the District, has the primary responsibility for disclosure to investors. The review of the official statement by the underwriter is solely for the purposes of satisfying the underwriter's obligations under the federal securities laws and such review should not be construed by an issuer as a guarantee of the accuracy or completeness of the information in the official statement.

² Reference to *potential* material conflicts throughout this letter, refer to ones that are reasonably likely to mature into *actual* material conflicts during the course of the transaction, which is the standard required by MSRB Rule G-17.

It is our understanding that you have the authority to bind the District by contract with us, and that you are not a party to any disclosed conflict of interest relating to the subject transaction. If our understanding is incorrect, please notify the undersigned immediately.

6. Term of Engagement. The term of this Engagement shall extend from the date of this letter to closing of the Bonds. Either party may end the Engagement at any time without liability of penalty upon written notice to the other party.

7. Indemnification; Limitation of Liability. To the extent permitted by applicable law, the District shall indemnify, defend and hold Davidson and its employees, officers, agents and affiliates harmless from and against any losses, claims, damages and liabilities that arise from or otherwise relate to this Engagement, actions taken or omitted in connection herewith, or the transactions and other matters contemplated hereby, except to the extent such losses, claims, damages or liabilities are judicially determined to be the result of Davidson's gross negligence or willful misconduct.

8. Miscellaneous. This Engagement shall be governed and construed in accordance with the laws of the State of Montana. This Engagement may be amended by written agreement executed by both parties hereto. This Engagement may not be assigned by either party without the prior written consent of the other party.

If there is any aspect of this Engagement that you believe requires further clarification, please do not hesitate to contact us. If the foregoing is consistent with your understanding of this Engagement, please sign and return the enclosed copy of this letter.

Again, we thank you for the opportunity to assist the District again with a proposed Bond issue financing and the confidence you have placed in us.

Very truly yours,
D.A. DAVIDSON & CO.

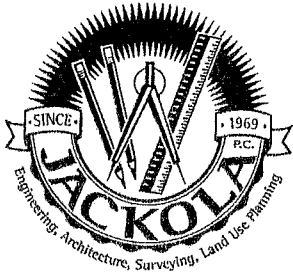


Bridget R. Ekstrom
Managing Director, Public Finance Banker

Accepted this _____ day of _____, 2023

COLUMBIA FALLS HIGH SCHOOL DISTRICT

Dustin Zuffeieto
Business Manager/District Clerk



ADDITIONAL SERVICES AGREEMENT

Project:
Columbia Falls High School Upgrade Design
Columbia Falls, Montana

Date: 1/9/2024

Client:
Columbia Falls School District
501 6th Avenue West
Columbia Falls, MT 59912

Contact Information:
Atten: Dustin Zuffelato
Phone: 406-253-8170
Email: d_zuffelato@cfmthschools.net

Dear Dustin,

Based on our findings related to the deteriorating condition of the roof we are sending you this additional services agreement to provide design services for a long-term solution for the roof.

BACKGROUND AND ASSUMPTIONS

Temporary shoring has been completed and will be removed as roof is updated.

During construction of the HVAC project at Columbia Falls High School the roof was found to be in deteriorating condition.

The roof replacement will require the design to be brought up to current codes.

The previous design for mechanical, electrical, and plumbing will be reused for this design and only changed to accommodate the new roof and ceiling.

WORK SCOPE

Task 1 - Work will continue the design of the new roof system. Structural loads will be calculated, and new trusses and roof deck will be specified. The ceilings will be redesigned as ACT and new lighting and lighting layout will be specified. Mechanical and electrical systems will be modified to accommodate the new roof and ceiling.

Fee: \$37,100.00

Task 2 – Jackola will finalize the design of the new roof system. Final details and schedules will be filled out and specifications will be completed. Mechanical and electrical details and schedules will be modified to accommodate the new roof and ceiling.

Fee: \$37,100.00

Not Included: Task 3 -Construction Administration - Would be added after levy is passed.

Estimated Fee: ~\$10,000.00

Jackola Engineering & Architecture, PC

2250 Highway 93 – 32 – ell, MT. 59901

406.755.3208 Corporate Office 406.755.3218 Fax

www.jackola.com

Locations in Montana and Washington

The fees for Construction Administration services are based on final completion by 12/31/2024, if construction goes beyond this date additional fees will be required.

DELIVERABLES

DD set of plans after Task 1
CD set of plans after Task 2
Specifications
Final Punchlist

MEETINGS AND SITE VISITS

(2) Client Contractor meetings after tasks 1 and 2.

SCHEDULE

Task 2 Completion date is to be as required for receipt of new joists by May 2024.

Note that if this additional service agreement is not signed within 12 days of the date above, this schedule is subject to change and will be revisited once the agreement is signed.

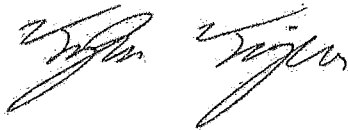
FEES

Our Total Fee for the work scope outlined herein is **\$74,200.00** and includes reimbursable items outlined in Exhibit 1. Your signature below along with an initial payment in the amount of \$7,120.00 (applied to the final invoice) will authorize Jackola to schedule and perform the services described above.

CLIENT accepts the terms set forth herein, including the Terms and Conditions and all attached Exhibits in CLIENTS Letter of Engagement dated 08/03/2022.

CONSULTANT:

CLIENT:



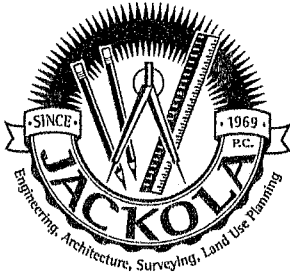
Date: 1/9/2024

By: Tyler Tonjum
Title: Project Manager

Date: _____
By: _____
Title: _____

Attachments: Exhibit 1

Exhibit 1

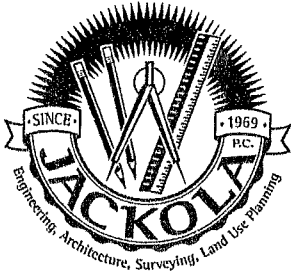


Reimbursable Expenses Schedule

Total Fee listed in the Additional Services Agreement includes the following cost items that CONSULTANT may incur on the project. Any additional services done on a Time and Material basis will be assessed with a 4.8% Standard Reimbursable Rate Charge (SRRC) to cover the following cost items that CONSULTANT may incur on the project.

- 8.5x11 B&WCopies
- 8.5x14 B&WCopies
- 11x17 B&WCopies
- 12x18 B&WCopies
- 8.5x11 Color Copies
- 8.5x14 Color Copies
- 11x17 Color Copies
- 12x18 Color Copies
- Full Bleed Color
- Heavy Paper Covers
- Clear Covers
- 3 Hole Binding
- Spiral Binding
- Plan Edge Binding
- Wide Format B&W or Color Prints and Copies
 - 36x48
 - 30x42
 - 24x36
 - 18x24
 - Full Bleed Color
- Wide Format B&W or Color Reproducible Prints and Copies
 - Vellum 24x36
 - Mylar 30x42
 - Mylar 24x36
 - Mylar 18x24
 - Full Bleed Color
- Office Administration
- Rendering & Artistic Supplies
- Interior Samples
- Sample Board Supplies
- United States Postal Service Charges
- Fed-Ex & Shipping Charges
- Long Distance Charges
- Mileage Charges (maximum 80 mile radius)
- Markups for Fees, Incidentals and Sub-Consultants
- Flagging Materials
- Survey Monument
- Survey Lathe
- Survey Rebar
- Survey Hubs

(Note: Any fees, incidental costs and sub-consultants fees will be passed through to CLIENT; however, the reimbursable expense charge will cover the markups normally associated with such transactions.)



LETTER OF ENGAGEMENT

Project:

Columbia Falls High School Levy Support
Columbia Falls, Montana

Date: 1/8/2024

Client:

Columbia Falls School District
501 6th Avenue West
Columbia Falls, MT 59912

Contact Information:

Atten: Dustin Zuffelato
Phone: 406-253-8170
Email: d_zuffelato@cfmthschools.net

Dear Dustin,

Jackola Engineering & Architecture, PC (Jackola) is appreciative of the opportunity to provide community outreach support for the upcoming levy in May 2024.

BACKGROUND AND ASSUMPTIONS

Jackola was previously selected by the Columbia Falls School District to provide services to support the District with an upcoming levy for Columbia Falls High School, with an anticipated voting date in May 2024. Design services for the content of the levy are being performed by Jackola and others in a separate agreement. This scope of services includes support in the planning and community outreach of the levy campaign.

WORK SCOPE

Task 1

Jackola will work with the District to strategize community outreach and engagement throughout the levy campaign. This will include attending community meetings and events, giving public presentations on the content of the levy, attending Q&A sessions, and providing any supporting graphics for physical or virtual distribution to support the District's efforts in community outreach to inform and educate the public about the content of the levy scope.

DELIVERABLES

Deliverables will include visuals and supporting documentation as required to support the District during the levy campaign.

MEETINGS AND SITE VISITS

Three initial meetings have occurred, including participation in a presentation to the school board, and additional meetings will occur as required to support the levy campaign.

SCHEDULE

Work has already started and will continue as discussed with approval of this agreement up to the outcome of the levy vote in May 2024.

Jackola Engineering & Architecture, PC

2250 Highway 93 - 35 - ell, MT, 59901

406.755.3208 Corporate Office 406.755.3218 Fax

www.jackola.com

Locations in Montana and Washington

FEES

The fees for hourly services will be as outlined in Exhibit 2. All time and equipment charges will be invoiced on a monthly basis and all time will be assessed with a 4.8% Standard Reimbursable Rate Charge (SRRC) to cover the costs as outlined in Exhibit 1. Your signature below will authorize Jackola to schedule and perform the services described above.

CLIENT accepts the terms set forth herein, including the Terms and Conditions and all attached Exhibits (collectively, the "Agreement") and authorizes Jackola to proceed with the services set forth in the Agreement. In the event you are not the owner of the property, you represent and warrant that you have obtained permission from said owner for Jackola to proceed.

The parties execute the Agreement upon the terms and conditions stated on the date first above written.

CONSULTANT:

CLIENT:



Date: 1/8/2024

By: Valerie Harris

Title: Architect

Date: _____

By: _____

Title: _____

Attachments:

Terms and Conditions

Exhibit 1

Exhibit 2

Terms and Conditions

1. CLIENT hereby agrees to retain CONSULTANT to perform the professional services ("Services") as described in the Letter of Engagement and these Terms and Conditions (collectively, the "Agreement"). The Agreement applies only to the Project identified in the Letter of Engagement.
2. CLIENT agrees that the Project shall not include a residential condominium.
3. The CONSULTANT intends to render the Services under the Agreement in accordance with that degree of skill and care ordinarily exercised by similar design professionals performing similar services at the same time and locality, on similar projects, and under similar conditions. The CONSULTANT makes no other representations and no warranties, whether express or implied, with respect to the Services.
4. If the CONSULTANT's services under this Agreement do not include Construction Phase Services, or if the CLIENT terminates, modifies or reduces all or any portion of the CONSULTANT's Construction Phase Services, the CLIENT shall indemnify and hold the CONSULTANT, its employees and its subcontractors harmless from and against damages, losses and judgments arising from any claims by the CLIENT and any third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, related to Construction Phase issues, services or activities the CONSULTANT did not provide or in which the CONSULTANT did not participate.
5. The CLIENT shall:
 - a. Provide to the CONSULTANT all criteria, design and construction standards and full information as to the CLIENT's requirements for the Project. The CONSULTANT shall have the right to rely on the accuracy of any information provided by the CLIENT. The CONSULTANT is not required to review the provided information for accuracy.
 - b. Furnish permits and approvals from all governmental authorities having jurisdiction over the Project and from others as may be necessary for completion of the Project.
 - c. Complete the CLIENT obligations set forth in this Section at the CLIENT's expense and in such manner that the CONSULTANT may rely upon them in the performance of the Services.
 - d. Obtain bids or proposals from contractors for work relating to the Project and bear all costs relating thereto.
 - e. Client agrees to provide CONSULTANT with any and all documents necessary to identify the ownership, locations and condition of the property, including concealed, subsurface, and soil conditions, and further including, but not limited to, deeds, maps, title information, and permits.
 - f. CLIENT shall pay the costs of "Agency" checking and inspection fees, aerial mapping or other subconsultant fees, and all other fees, permits, approvals, bond premiums, applicable taxes on professional services, title company charges, blueprints and reproductions, and all other charges not specifically covered by the Agreement.
 - g. Client acknowledges and agrees that if CONSULTANT applies for Agency approvals, the outcome of those approvals have no bearing on CLIENT's obligation to fulfill the Agreement.
 - h. Client acknowledges and agrees that if CONSULTANT provides surveying services, which services require the filing of a Record, Plat or Certificate, of Survey in accordance with applicable law or regulations that all the costs of preparation, examination and filing for the Record, Plat or Certificate, of Survey will be paid by CLIENT as extra work in accordance with the terms of this agreement.
 - i. Estimates of land areas provided under the Agreement are not to be considered precise unless CONSULTANT specifically agrees to provide the precise determination for such areas.
 - j. Guarantee full and free access for the CONSULTANT to enter upon all property required for the CONSULTANT's performance of the Services.
6. CLIENT agrees to separately provide CONSULTANT with the name and address of any and all lenders who would loan money on the Project and who are entitled to receive a preliminary notice invoking such lien or stop notice rights. This Agreement shall not be construed to alter, affect or waive any lien or stop notice right which CONSULTANT may have for the performance of the Services.
7. If the CLIENT requests the CONSULTANT to execute certificates, the proposed language of such certificates shall be submitted to the CONSULTANT for review at least fourteen (14) days prior to the requested dates of execution. If the CLIENT requests the CONSULTANT to execute consents reasonably required to facilitate assignment to a lender, the CONSULTANT shall execute all such consents that are consistent with the Agreement, provided the proposed consent is submitted to the CONSULTANT for review at least fourteen (14) days prior to execution. The CONSULTANT shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of the Agreement.
8. Documents prepared by the CLIENT's consultants or Contractor's consultants providing professional design services shall bear such professionals' seal and signature as appropriate. The CONSULTANT shall be entitled to rely upon the technical sufficiency and timely delivery of documents and services furnished by the CLIENT's consultants and contractors, as well as on the computations performed by those consultants and contractors in connection with such documents and services. The CONSULTANT shall not be required to review or verify those computations or designs for compliance with applicable laws, statutes, ordinances, building codes, and rules and regulations, or certify completion or payment for the Work designed by the CLIENT's consultants or contractors.
9. The CLIENT shall release, hold harmless, and will indemnify the CONSULTANT and its subconsultants and will defend the CONSULTANT and its subconsultants using counsel satisfactory to the CONSULTANT, from and against all claims, liabilities, losses, damages, judgments, awards, and costs including, but not limited to, court costs and attorneys' fees arising out of the services performed by the CLIENT's consultants and contractors or the subconsultants, subcontractors, vendors or suppliers of any of them.
10. The CLIENT shall require that its consultants and contractors maintain professional liability insurance and other liability insurance as appropriate to the services provided with limits of coverage, at least equal to those required of the CONSULTANT under this Agreement.
11. Upon written request or direction of CLIENT, CONSULTANT shall evaluate and advise CLIENT with respect to proposed or requested changes in materials, products, or equipment. CONSULTANT shall be entitled to rely on the accuracy and completeness of the information provided in conjunction with the requested substitution. CONSULTANT shall not be responsible for errors, omissions, or inconsistencies in information provided by others or in any way resulting from incorporating such substitution into the Project.
12. If the CLIENT requires the use of any systems, products or applications contrary to, or without, the recommendation of the CONSULTANT, the CONSULTANT shall not be liable for the use of those systems, products or applications. The CLIENT shall release, hold harmless, and will indemnify the CONSULTANT and will defend the CONSULTANT using counsel satisfactory to the CONSULTANT, from and against all claims, liabilities, losses, damages, judgments, awards, and costs including, but not limited to, court costs and attorneys' fees, arising out of or resulting from the use of such systems, products or applications except to the extent such damage,
 5. If the CLIENT becomes aware of any issue, defect, error or omission that may give rise to a potential claim or dispute by the CLIENT, the CLIENT shall provide the CONSULTANT with prompt written notice of the potential for such claim or dispute.
 1. Compensate the CONSULTANT for the Services as provided for in the Agreement.

Terms and Conditions

- loss, judgment or expense is the result of the sole negligence or willful misconduct of the CONSULTANT.
13. If the CLIENT requests the CONSULTANT to subcontract certain laboratory testing services on behalf of the CLIENT. The CONSULTANT agrees to do so in reliance upon the CLIENT's assurance that the CLIENT will make no claim or bring any action at law or in equity against the CONSULTANT as a result of these subcontracted services. The CLIENT understands that the CONSULTANT has not performed any independent evaluation of the testing laboratory's data and the CLIENT shall not rely upon the CONSULTANT to determine the quality or reliability of the testing laboratory's reports. In addition, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from the services performed by the testing companies and for tests recommended by the CONSULTANT and not completed per the CLIENT's direction
 14. CONSULTANT shall retain ownership of all plans, specifications, and other documents generated while performing the Services ("Instruments of Service"). The Instruments of Service are not represented as suitable for and CLIENT may not utilize the Instruments of Service on extensions of this Project or on any other project without the written permission of the CONSULTANT. Any such use, whether authorized or otherwise, shall be at the CLIENT's sole risk and the CLIENT agrees to release, hold harmless, and will indemnify the CONSULTANT and its subconsultants and will defend the CONSULTANT and its subconsultants using counsel satisfactory to the CONSULTANT, from and against all claims, liabilities, losses, damages, judgments, awards, and costs including, but not limited to, court costs and attorneys' fees, arising out of or related to such reuse of the CONSULTANT's Instruments of Service by the CLIENT OR BY OTHERS ACTING THROUGH THE CLIENT. Any reuse or adaptation of the CONSULTANT's Instruments of Service occurring after the written agreement of the CONSULTANT shall entitle the CONSULTANT to further compensation in amounts to be agreed upon by the CLIENT and the CONSULTANT.
 15. The electronic files created by CONSULTANT and its subconsultants with regard to the Services may be supplied and made available to the CLIENT, as a matter of courtesy. Data contained in these electronic files are part of the Instruments of Service and shall not be used by CLIENT or anyone else receiving this data through or from CLIENT for any purpose other than as a convenience. The information contained herein is proprietary in nature, and may only be utilized for the identified Project. The electronic files may not be reproduced, sold, distributed, or utilized in any form on other projects without the expressed written permission of CONSULTANT. Be advised that these files are in a format that can be altered by anyone, intentionally or otherwise. Any use or reuse by CLIENT will be at CLIENT's sole risk and without liability or legal exposure to CONSULTANT. CLIENT agrees to make no claim and hereby waive, to the fullest extent permitted by law, any claim or cause of action of any nature against CONSULTANT, its officers, directors, employees, agents or subconsultants that may arise out of or in connection with CLIENT's use of the electronic files.
 16. The CONSULTANT shall have the right to include photographic or artistic representations of the design and construction of the Project among the CONSULTANT's promotional and professional materials. The CONSULTANT shall be given reasonable access to the completed Project to make such representations.
 17. This Agreement may be terminated by either party by at least seven (7) days written notice. If this Agreement is terminated, the CONSULTANT shall be paid for Services performed to the termination notice date including reimbursable expenses due plus termination expenses. Termination expenses are defined as reimbursable expenses directly attributable to termination, plus 20% of the total compensation earned to the time of termination to account for CONSULTANT's rescheduling adjustments, reassignment of personnel and related costs incurred due to termination.
 18. If the CLIENT terminates this Agreement for convenience:
 - a. The CONSULTANT and its subconsultants will not be responsible for alterations made in or to the Instruments of Service by anyone other than the CONSULTANT or its subconsultants, or for the use or adaptation of the Instruments of Service by the CLIENT or others without the participation of the CONSULTANT and its subconsultants;
 - b. Any adaptation, alteration, reproduction, or use by the CLIENT or others will be at the CLIENT's sole risk and expense and without liability to the CONSULTANT and its subconsultants;
 - c. Except to the extent prohibited by applicable law, the CLIENT will, before each instance of reproducing or physically transferring the Instruments of Service to others, remove the CONSULTANT's name, logo and other distinguishing marks, and those of the CONSULTANT's subconsultants, and;
 - d. To the fullest extent permitted by law, the CLIENT will release, hold harmless, and will indemnify the CONSULTANT and its subconsultants and will defend the CONSULTANT and its subconsultants using counsel satisfactory to the CONSULTANT, from and against all claims, liabilities, losses, damages, judgments, awards, and costs including, but not limited to, court costs and attorneys' fees, arising from, related to, or in any manner in connection with the CLIENT's or others' use, adaptation, alteration, reproduction, or transfer of the Instruments of Service.
 19. If the Project is delayed or if the Services for the Project are delayed or suspended for more than ninety (90) days for reasons beyond the CONSULTANT's reasonable control, the CONSULTANT may, after giving at least seven (7) days written notice to the CLIENT, terminate this Agreement and the CLIENT shall compensate the CONSULTANT in accordance with the termination provision contained in this Agreement.
 20. Unless otherwise agreed, CONSULTANT will invoice CLIENT on a monthly basis for the Services or portion thereof rendered in the preceding month. Payment shall be due and payable within ten (10) days of the CLIENT's receipt of each invoice unless otherwise specified in this Agreement. If payment for the Services is to be made on behalf of CLIENT by a third-party lender, CLIENT agrees that CONSULTANT shall not be required to indemnify the third-party lender, in the form of an endorsement or otherwise, as a condition of receiving payment for the Services.
 21. The CLIENT shall not withhold amounts from CONSULTANT's compensation to impose a penalty or liquidated damages, or to offset sums requested by or paid to Contractors for the cost of changes in the work.
 22. CLIENT agrees that the monthly Invoices from CONSULTANT to CLIENT are correct, conclusive, and binding on CLIENT unless CLIENT, within ten (10) days from the date of receipt of such invoices, notifies CONSULTANT in writing of alleged inaccuracies, discrepancies, or errors in billing.
 23. CLIENT agrees to pay a monthly late payment charge of one and one-half percent (1.50%) per month which will be applied to any unpaid balance commencing thirty (30) days after the date of the original billing. In the event it becomes necessary to bring suit or employ a collection agency to aid in the recovery of unpaid balances CONSULTANT shall be entitled to recover, in addition to the amount of the unpaid balance, all of CONSULTANT's costs and attorney's fees in such collection efforts.
 24. If CLIENT fails to pay CONSULTANT an amount due on an invoice within sixty (60) days after CLIENT's receipt of the invoice, CLIENT agrees CONSULTANT shall have the right to consider such default in payment a material breach of this entire Agreement, and upon written notice, the duties, obligations, and responsibilities of CONSULTANT under this Agreement are suspended or terminated. In such event, CLIENT shall promptly pay CONSULTANT for all fees, charges, and Services rendered by CONSULTANT.
 25. CLIENT agrees that if CLIENT requests services not specified pursuant to the Agreement, CLIENT agrees to pay for all such additional services as extra work and will be billed at the

Terms and Conditions

- CONSULTANT's current Time and Materials rates and assessed with a 4.8% Standard Reimbursable Rate Charge, unless agreed otherwise in writing.
26. CONSULTANT may use or rely upon the design services of others, including, but not limited to, contractors, subcontractors, manufacturers, and suppliers.
 27. CONSULTANT shall not be responsible for the acts or omissions of any contractor, subcontractor, manufacturer or supplier, or of any agents or employees or any other persons (except CONSULTANT's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or clarifications of the construction contract given by CLIENT without consultation and advice of CONSULTANT or in contravention of CONSULTANT's recommendations.
 28. CONSULTANT neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between CLIENT and such contractor.
 29. CONSULTANT shall have the authority, but not the responsibility, to reject nonconforming work. The CONSULTANT shall bring any known nonconforming work to the attention of the CLIENT as is reasonably possible.
 30. The CONSULTANT has no stop work authority.
 31. The CONSULTANT has not been retained or compensated to provide design and construction review services relating to the Contractor's job site safety precautions or to means, methods, techniques, sequences, or procedures required for the Contractor to perform his work. Omitted services include but are not limited to shoring, scaffolding, underpinning, temporary retention of excavations and any erection methods and temporary bracing.
 32. The parties acknowledge that CONSULTANT's scope of Services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials), including without limitation the identification, handling, transport, and remediation of Hazardous Environmental Conditions. If CONSULTANT or any other party encounters a Hazardous Environmental Condition, CONSULTANT may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until CLIENT: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.
 33. If due to the CONSULTANT's omission, a required item or component of the Project is omitted from the CONSULTANT's Services, the CONSULTANT shall be responsible for amending the deliverables that are required by the Agreement to include the required item or component, but shall not be responsible for paying the cost required to construct, install or add the required item or component to the extent that such item or component would have been required and included in the original Services. In no event will the CONSULTANT be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.
 34. Neither party shall hold the other responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the reasonable control of the other or the other's employees and agents.
 35. Neither the CLIENT nor the CONSULTANT shall delegate his duties, claims, or rights under the Agreement without the written consent of the other.
 36. The Agreement shall not be assigned by either CLIENT or CONSULTANT without the prior written consent of the other.
 37. The Agreement shall inure to and be binding upon the heirs, executors, administrators, successors and assigns of CLIENT and CONSULTANT.
 38. Unless otherwise specified within this Agreement, the Agreement shall be governed by the law of the State of Montana.
 39. Direct Negotiation will be the initial process utilized by CLIENT and CONSULTANT as an attempt to resolve any claim, dispute or other matters arising out of this Agreement. Direct Negotiation will take place at a location agreed by both parties.
 40. Any claim, dispute or other matter arising out of or related to this Agreement not resolved through Direct Negotiation, shall be subject to Mediation as a condition precedent to litigation. Mediation unless the parties agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Request for Mediation shall be filed in writing with the other party to this Agreement.
 41. Should litigation then occur between the two parties relating to the provisions of this Agreement, CLIENT agrees that such litigation is to be brought in the Flathead County District Court, Kalispell, Montana. The parties shall submit any dispute to non-binding mediation as a prerequisite to the filing of any legal proceeding.
 42. Both parties agree to waive any claims for consequential damages against the other.
 43. Causes of action between the parties to the Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of Substantial Completion for acts or failures to act occurring prior to Substantial Completion or the date of issuance of the final Payment for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the CONSULTANT's Services are substantially completed.
 44. To the fullest extent permitted by law, the CLIENT shall indemnify and hold the CONSULTANT, and the CONSULTANT's officers, employees and subconsultants harmless from and against damages, losses and judgments, including reasonable attorneys' fees and expenses recoverable under applicable law, arising from any claims by third parties related to the design or construction of the Project except if such damage, loss or judgment arises from the sole negligence or willful misconduct of the CONSULTANT.
 45. To the fullest extent permitted by law, the total liability in the aggregate, of CONSULTANT and CONSULTANT's officers, directors, employees, agents, and independent professional associates, and any of them, to CLIENT and any one claiming by, through or under CLIENT, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Services, the Project, or this Agreement, from any cause or causes whatsoever, including but not limited to, the negligence, errors, omissions, strict liability, breach of contract, misrepresentation, or breach of warranty of CONSULTANT or CONSULTANT's officers, directors, employees, agents or independent professional associates, or any of them, shall not exceed the total compensation received by CONSULTANT under this Agreement.
 46. The Agreement represents the entire and integrated agreement between the CLIENT and the CONSULTANT regarding the Project and the Services and supersedes all prior negotiations, representations or agreements, either written or oral. The Agreement may be amended only by written instrument signed by both the CLIENT and the CONSULTANT.
 47. In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant set

Terms and Conditions

forth in the Agreement shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

48. The Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one Agreement. The Agreement may be

executed by facsimile, electronic mail, electronically scanned media, PDF format or by any other electronic means intended to preserve the original Agreement, all of which will have the same effect as an original signature.

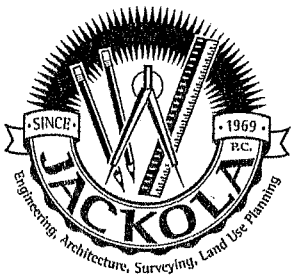


Exhibit 1

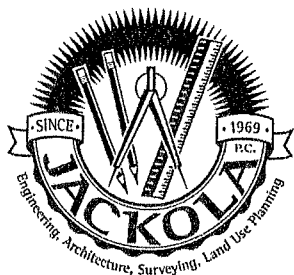
Reimbursable Expenses Schedule

Hourly Services will be assessed with a 4.8% Standard Reimbursable Rate Charge (SRRC). This charge includes the following cost items that CONSULTANT may incur on the project.

- 8.5x11 B&WCopies
- 8.5x14 B&WCopies
- 11x17 B&WCopies
- 12x18 B&WCopies
- 8.5x11 Color Copies
- 8.5x14 Color Copies
- 11x17 Color Copies
- 12x18 Color Copies
- Full Bleed Color
- Heavy Paper Covers
- Clear Covers
- 3 Hole Binding
- Spiral Binding
- Plan Edge Binding
- Wide Format B&W or Color Prints and Copies
 - 36x48
 - 30x42
 - 24x36
 - 18x24
 - Full Bleed Color
- Wide Format B&W or Color Reproducible Prints and Copies
 - Vellum 24x36
 - Mylar 30x42
 - Mylar 24x36
 - Mylar 18x24
 - Full Bleed Color
- Office Administration
- Rendering & Artistic Supplies
- Interior Samples
- Sample Board Supplies
- United States Postal Service Charges
- Fed-Ex & Shipping Charges
- Long Distance Charges
- Mileage Charges (maximum 80 mile radius)
- Markups for Fees, Incidentals and Sub-Consultants
- Flagging Materials
- Survey Monument
- Survey Lathe
- Survey Rebar
- Survey Hubs

(Note: Any fees, incidental costs and sub-consultants fees will be passed through to CLIENT; however, the reimbursable expense charge will cover the markups normally associated with such transactions.)

Exhibit 2



Standard Hourly Rates Schedule

The following lists CONSULTANT's standard hourly rates, in dollars, for services performed. Rates are effective from January 1, 2024 until December 31, 2024. Overtime will be charged at 150% of the standard hourly rates. No overtime will be charged without prior authorization from CLIENT.

| | |
|-------------------------------|-------------------|
| Intern | \$80.00 per hour |
| Professional in Training I | \$135.00 per hour |
| Professional in Training II | \$145.00 per hour |
| Professional in Training III | \$155.00 per hour |
| Professional I | \$165.00 per hour |
| Professional II | \$175.00 per hour |
| Professional III | \$185.00 per hour |
| Professional IV | \$215.00 per hour |
| Professional V | \$225.00 per hour |
| Professional VI | \$245.00 per hour |
| Professional VII | \$265.00 per hour |
| Designers and Technicians I | \$95.00 per hour |
| Designers and Technicians II | \$100.00 per hour |
| Designers and Technicians III | \$115.00 per hour |
| Designers and Technicians IV | \$120.00 per hour |
| Designers and Technicians V | \$140.00 per hour |
| Designers and Technicians VI | \$150.00 per hour |
| Administrative I | \$85.00 per hour |
| Administrative II | \$100.00 per hour |
| Administrative III | \$130.00 per hour |
| Administrative IV | \$180.00 per hour |
| Administrative V | \$245.00 per hour |
| <u>Equipment</u> | |
| Insta360 | \$20.00 per hour |
| Drone | \$30.00 per hour |
| Matterport | \$45.00 per hour |
| Total Station – Robotic | \$50.00 per hour |
| GPS Station | \$65.00 per hour |
| All Terrain Vehicle | \$325.00 per day |
| <u>Travel</u> | |
| Mileage | \$0.67 per mile |
| Lodging | \$195.00 per day |
| Per Diem | \$70.00 per day |



DAN SEMMENS
semmens.dan@dorsey.com

December 29, 2023

Mr. Cory Dziowgo, District Superintendent
Mr. Dustin Zuffelato, District Clerk
Columbia Falls Public Schools
P.O. Box 1259
Columbia Falls, MT 59912

Via Email

Re: Building Reserve Note
High School District No. 6 (Columbia Falls), Flathead County, Montana,

Dear Mr. Dziowgo and Dustin:

We appreciate being asked to assist High School District No. 6 (Columbia Falls), Flathead County, Montana (the "District") with respect to the District's proposed issuance of a building reserve note (the "Note") to provide funds to pay or finance the costs of replacing the existing roof of the high school building, upgrade HVAC, and associated improvements. The purpose of this letter is to describe the services we will provide to the District and give you an idea of our fees to serve as bond counsel to the District with respect to the Note.

As bond counsel, our principal function is to render an opinion with respect to the authorization and issuance of the Note. The opinion is rendered in written form at the time the Note is delivered to the purchaser of the Note. The opinion would be addressed to the purchaser of the Note and the District, and both parties are entitled to rely on it.

In our capacity as bond counsel in this context, we have provided or would provide the following services to the District:

1. prepare the resolution calling for the election on the building reserve levy, including forms for the notice of election and the ballot, which we have already drafted;
2. prepare or review the note resolution and form of the Note;
3. arrange the printing of the Note;
4. coordinate with the District Clerk, Superintendent and Chairperson of the Board of Trustees of the District (the "Board"), the adoption of such other resolutions and other actions to be taken by the Board and officers of the District to comply with the financing;
5. advise the District with respect to federal tax implications, including arbitrage analysis, relating to the timing, sizing, and issuance of the Note;
6. review the transcript of proceedings for compliance with law;

Mr. Cory Dziowgo, District Superintendent
Mr. Dustin Zuffelato, District Clerk
December 29, 2023
Page 2

7. prepare closing papers and supervise the closing; and
8. deliver to the District and the purchaser of the Note, the opinion described above.

Our fee is based on the actual time we spend performing the work and on the size of the bond issue. It is our understanding that the District desires to issue the Note in the total principal amount of approximately \$5,000,000. We would estimate a fee through closing of the Note of approximately \$20,000 to \$25,000, plus costs and disbursements, assuming the Note is sold to the Montana Board of Investments (the "BOI"). If, as we proceed, we discover any facts that would cause us to exceed the estimate, we would let you know. It is not normally necessary that we attend any meetings of the Board, but we would be happy to meet with the Board at any time, recognizing that our fee estimate would likely be adjusted accordingly. It is mutually understood that these services are solely for the benefit of the District. If the building reserve levy election should fail, we would bill you for our services in connection with that election only through the date of the election.

We understand that the District may choose to sell the Note to the BOI. You should understand that, on occasion, we are asked by the BOI to advise it on matters relating to the INTERCAP Program (the "Program"). As bond counsel for the District's Note, we would not represent the State of Montana or the BOI in the negotiation of the terms of the Note or other aspects of the proposed financing. At this point, the terms of the financing have been established in the approved Program documents and regulations, and our principal task would be to draft resolutions and form of the Note that conforms to the Program requirements. Accordingly, we do not anticipate that our advising the BOI from time to time with respect to matters involving the Program will represent any practical impediment to our acting as bond counsel to the District with respect to the Note; and, in fact, we believe our familiarity with the Program could well be an advantage to the District in completing its proceedings efficiently. We trust that if the District elects to sell the Note to the BOI, our serving as bond counsel to the District for its Note and counsel to the BOI on certain matters with respect to the Program is acceptable to you.

Should you have any questions about this letter or our services, please call. If our serving as bond counsel to the District as outlined herein is acceptable to you, please acknowledge such acceptance by signing the attached Acknowledgment and returning a copy of this letter to us.

We look forward to working with the District.

Very truly yours,



Dan Semmens

DPS/vm

Mr. Cory Dziowgo, District Superintendent
Mr. Dustin Zuffelato, District Clerk
December 29, 2023
Page 3

ACKNOWLEDGMENT

The undersigned acknowledges receipt of the attached and foregoing engagement letter dated December 29, 2023, and confirms consent to the representation described therein on behalf of the District.

Accepted this _____ day of _____, 202_____.

HIGH SCHOOL DISTRICT NO. 6 (COLUMBIA FALLS)
FLATHEAD COUNTY, MONTANA

By: _____

Its: _____

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of High School District No. 6 (Columbia Falls), Flathead County, Montana (the "High School District"), hereby certify that the attached resolution is a true copy of a Resolution entitled: "A RESOLUTION OF HIGH SCHOOL DISTRICT NO. 6 (COLUMBIA FALLS), FLATHEAD COUNTY, MONTANA, SUBMITTING TO THE QUALIFIED ELECTORS OF THE HIGH SCHOOL DISTRICT THE QUESTION OF IMPOSING A BUILDING RESERVE LEVY OF _____ MILLS PER YEAR TO RAISE APPROXIMATELY \$2,500,000 PER YEAR FOR 2 YEARS FOR A TOTAL AMOUNT OF APPROXIMATELY \$5,000,000 FOR THE PURPOSE OF PROVIDING FUNDS TO PAY OR FINANCE THE COSTS OF REPLACING THE EXISTING ROOF ON THE HIGH SCHOOL BUILDING AND ASSOCIATED IMPROVEMENTS AND COSTS" (the "Resolution"), on file in the original records of the High School District in my legal custody; that the Resolution was duly adopted by the Board of Trustees of the High School District at a meeting on [January __] [February __], 2024, and that the meeting was duly held by the Board of Trustees and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Trustees voted in favor thereof: _____; voted against the same: _____; abstained from voting thereon: _____; or were absent: _____.

WITNESS my hand officially this _____ day of _____, 2024.

District Clerk

**SPECIAL SERVICES
COLUMBIA FALLS SCHOOL DISTRICT #6
Columbia Falls, Montana 59912**


Consulting Occupational Therapist Contract

This Agreement is made the 20th of December, 2023, by and between Columbia Falls School District and Heidi Fletcher. It is understood that Heidi Fletcher is registered by the American Occupational Therapy Association and licensed by the State of Montana.

IT IS AGREED AS FOLLOWS:

1. Heidi Fletcher shall provide Columbia Falls School District the services of occupational therapy.
2. Consulting services within the realm of her expertise, will include, but not limited to, the following:
 - a. Treatment program development;
 - b. Implementation of program and/or review of existing program;
 - c. Evaluation or environmental considerations, awareness;
 - d. Facilitation/exploration of available resources (equipment, community, volunteers) and cultivation of such resources;
 - e. Scheduling and documentation;
 - f. Attendance at specific planning meetings at the request of the Special Education Director;
 - g. Submission of written reports following consultation;
 - h. Training of teachers and paras to implementation O.T. services under the supervision of the O.T consultant.
3. It is agreed that Heidi Fletcher will be responsible for maintaining the Consultant's malpractice liability insurance, worker's compensation insurance, all other similar employee insurance coverage, tax deductions and benefits. Both parties recognize Heidi Fletcher as an independent contractor providing these services.
4. It is further expressly understood and agreed that Heidi Fletcher shall provide said Occupational Therapy consulting services as required by the Columbia Falls School District. The Columbia Falls School District shall reimburse Heidi Fletcher at the rate of \$60.00 (sixty dollars) per hour, per visit and not to exceed 14 hours per week without approval from the Special Services Director.
5. This contract shall remain in effect from February 12th, 2024 until May 3rd, 2024, unless terminated by either party by providing a 30 day written notice to the other party.

Date this 20th day of December, 2023



Heidi Fletcher, Occupational Therapist

Dustin Zuffelato, SD6 Business Clerk

Jill Rocksund, SD6 Board Chairman

**SPECIAL SERVICES
COLUMBIA FALLS SCHOOL DISTRICT #6
Columbia Falls, Montana 59912**

Consulting Occupational Therapist Contract

This Agreement is made the 20th of December, 2023, by and between Columbia Falls School District and Wendi Wanner. It is understood that Wendi Wanner is registered by the American Occupational Therapy Association and licensed by the State of Montana.

IT IS AGREED AS FOLLOWS:

1. Wendi Wanner shall provide Columbia Falls School District the services of occupational therapy.
2. Consulting services within the realm of her expertise, will include, but not limited to, the following:
 - a. Treatment program development;
 - b. Implementation of program and/or review of existing program;
 - c. Evaluation or environmental considerations, awareness;
 - d. Facilitation/exploration of available resources (equipment, community, volunteers) and cultivation of such resources;
 - e. Scheduling and documentation;
 - f. Attendance at specific planning meetings at the request of the Special Education Director;
 - g. Submission of written reports following consultation;
 - h. Training of teachers and paras to implementation O.T. services under the supervision of the O.T consultant.
3. It is agreed that Wendi Wanner will be responsible for maintaining the Consultant's malpractice liability insurance, worker's compensation insurance, all other similar employee insurance coverage, tax deductions and benefits. Both parties recognize Wendi Wanner as an independent contractor providing these services.
4. It is further expressly understood and agreed that Wendi Wanner shall provide said Occupational Therapy consulting services as required by the Columbia Falls School District. The Columbia Falls School District shall reimburse Wendi Wanner at the rate of \$55.00 (fifty- five dollars) per hour, per visit and not to exceed eight hours per week without approval from the Special Services Director.
5. This contract shall remain in effect from January 5th, 2024 until May 3rd, 2024, unless terminated by either party by providing a 30 day written notice to the other party.

Date this 20th day of December, 2023

Wendi Wanner

Wendi Wanner, Occupational Therapist

Dustin Zuffelato, SD6 Business Clerk

Jill Rocksund, SD6 Board Chairman

**Substitute Hires
Jan 2024**

Teacher

| LNAME | FNAME | Teacher |
|----------|-----------|--------------------|
| Collis | Stephanie | Teacher |
| Cheetham | Samantha | Teacher or Aide |
| Johns | Jill | Teacher or Aide |
| Coberley | Chloe | Teacher or Aide |
| Morgan | Eric | Teacher or Aide |
| | | Teacher or Aide |
| | | Teacher or Aide |
| | | Teacher or Aide |
| | | Teacher or Aide |
| | | Teacher or Aide |

Secretary / Nurse

| LNAME | FNAME | Other |
|-------------|---------|-----------|
| Blazejewski | Heather | Nurse |
| Lorenzen | Dawn | Nurse |
| | | Secretary |

Bus Driver

| LNAME | FNAME | Other |
|-------|-------|------------|
| | | Bus Driver |
| | | Bus Driver |
| | | Bus Driver |

Hot Lunch

| LNAME | FNAME | Other |
|-------|-------|-----------|
| | | Hot Lunch |
| | | Hot Lunch |
| | | Hot Lunch |
| | | Hot Lunch |

Custodian

| LNAME | FNAME | Other |
|-------|-------|-----------|
| | | Custodian |
| | | Custodian |
| | | Custodian |
| | | Custodian |

1/11/2024



Marie Birky <mbirky@cfmtschoools.net>

Training in San Antonio

1 message

Jodee Perkins <j_perkins@cfmtschoools.net>
To: Marie Birky <mbirky@cfmtschoools.net>

Fri, Dec 8, 2023 at 11:38 AM

Hello -

Dustin said to forward this to you for the board agenda. Not sure if there's still time to put it on this months.

Training in San Antonio for Transfinder, our new bus routing software. Includes intensive training for Routefinder, Viewfinder and Stopfinder.

Dates are 4/28 thru 5/1

Requesting for at least me to attend this training, as well as Andrea Rogers to attend if possible as well.

Costs are approximate:

Registration Fees - 922.00 each if registered by 2/1/24

Flight costs - 700 each

Hotel costs - 1000 each

I'll forward the email telling about the training as well in case you need more info.

Thank you!

--

Jodee Perkins

Transportation & Facilities Assistant

Columbia Falls School District 6

892-6550 / 1424

892-6566 / 5314



Marie Birky <mbirky@cfmthschools.net>

**Fwd: FW: Announcing ACS, Transfinder's Annual Client Summit 2024 is available!
Early Bird Ends Feb 1st , MT**

1 message

Jodee Perkins <j_perkins@cfmthschools.net>

Fri, Dec 8, 2023 at 11:40 AM

To: Marie Birky <mbirky@cfmthschools.net>, Dustin Zuffelato <d_zuffelato@cfmthschools.net>

Dustin -

I sent approx costs to Marie and requested that at least I attend, although it would be valuable for Andrea as well.
Email attached for more info.

Thanks,
Jodee

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

From: **Jodee Perkins** <j_perkins@cfmthschools.net>

Date: Thu, Dec 7, 2023 at 7:37 AM

Subject: Fwd: FW: Announcing ACS, Transfinder's Annual Client Summit 2024 is available! Early Bird Ends Feb 1st , MT

To: Andrea Rogers <a_rogers@cfmthschools.net>

Jodee Perkins

Facilities and Transportation Assistant
Columbia Falls School District 6
(406)892-6500

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

From: **Vanessa Reinhart** <VReinhart@transfinder.com>

Date: Wed, Dec 6, 2023 at 5:52 PM

Subject: FW: Announcing ACS, Transfinder's Annual Client Summit 2024 is available! Early Bird Ends Feb 1st , MT

To:

Good evening,

I wanted you to hear from me first that ACS 2024 is now accepting Attendees! There is limited seating, you will want to register ASAP!

Don't miss Transfinder' information-packed Annual Client Summit, held in San Antonio, Texas **April 28 to May 1, 2024..**

**Transfinder's ACS 2024 Summit and Hotel Reservations Now Open!
San Antonio, TX - April 28-May 1, 2024**

<https://www.accelevents.com/e/Annual-Client-Summit>

This is Transfinder's premiere training event and it promises to be the biggest and best one to date.

With a slate of award-winning software, including Routefinder PLUS, Stopfinder, Wayfinder, Servicefinder, and now offering award-inning hardware too, Transfinder's experts have a lot to share with you to make your operations more efficient and make your routes the best and safest

in the industry. In addition to in-depth instruction in our solutions designed especially for you, you'll learn how to improve communication within your district and community. We have both hand-on labs and classroom sessions taught by our in-house training professionals.

The courses cover everything from routing basics to analyzing and finding efficiencies using our software. Training is available on the full suite of solutions, including **Routefinder, Viewfinder, Tripfinder, Wayfinder, Stopfinder, and Servicefinder, classes for Map editing, PRO tips, efficiencies, improving communications, and team building.** The full agenda is listed on our registration site, and you can book seats for this fantastic training opportunity.

New in 2024, we even offer a mobile classroom on a school bus. And of course there's the crowd favorite Glimpse into the Future, where President and CEO Antonio Civitella share what Transfinder's working on for future releases. Plus, you'll have opportunities to interact with colleagues from across North America, share tips and best practices, encourage each other and become resources to one another. This can only happen when you are away from your desk and "emergencies" that pop up throughout the day.

We are your One Partner, One Solution. Learn how everything works together.

Speaking of being your partner, I can provide you with an example **justification letter** to help you get approval for attending ACS 2024. Please let me know ASAP if you would like a copy of the letter 518-723-8401.

Summit Fees

Cost includes all training and courses, course materials, Keynote Lunch on Monday and Tuesday, and Reception with food and entertainment on Sunday and Tuesday evenings.

Register here- <https://www.accelevents.com/e/Annual-Client-Summit>

For your convenience, all classes are being held at the **Hyatt Regency San Antonio Riverwalk.**

Please use this link to book your rooms and travel for an arrival on Sunday, April 28, with a check-out on Wednesday, May 1 or later. <https://www.hyatt.com/en-US/group-booking/SATRS/G-XP5N>

Call the hotel at **210-222-1234** to book your room using **Group Code: G-XP5N.** All rooms must be booked by **April 5th** to be part of the ACS room block and special communications for the conference.

Warm Regards,

Vanessa Reinhart, PMP

- 5 2 -