

# **CULBERTSON SCHOOL DISTRICT #17 J/R/C**

## **RICHLAND/ROOSEVELT COUNTIES**

### **CULBERTSON, MONTANA**

#### **NOTICE OF REGULAR SCHOOL BOARD MEETING**

**Tuesday–October 22, 2019, 6:30 PM**

PREVIEW BILLS.....6:15 PM

CALL TO ORDER.....6:30 PM

#### **ROLL CALL**

- 01. Action, establish quorum

#### **RECOGNITION OF VISITORS**

- 02.

#### **APPROVE AGENDA**

- 03. Action, approve agenda

#### **PUBLIC COMMENT FOR AGENDA ITEMS**

- 04.

#### **MINUTES OF PREVIOUS MEETINGS**

- 05. Action, approve minutes from the following meeting(s)
  - a. September 18, 2019 (Regular Board Meeting)
  - b. September 24, 2019 (Special Board Meeting)
  - c. October 8, 2019 (Special Board Meeting)

#### **FINANCE REPORT**

- 06. Action, pay bills, approve investments, and note cash & extra-curricular balances

#### **REPORTS**

- 07. Information, Student Representative Report
- 08. Information, Teacher Report
- 09. Information, Activities Director Report
- 10. Information, Technology Systems Administrator Report
- 11. Information, Principal Report
- 12. Information, District Clerk Report
- 13. Information, Superintendent Report

\* Items listed on the agenda do not necessarily indicate the order in which they will be addressed.

#### **Mission**

Culbertson Public Schools are committed to providing opportunities for students in a safe and productive environment, to achieve their personal best, become responsible and productive citizens, and embrace lifelong learning in an ever changing world.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

14. Action, Void Claims Warrant
15. Action, Guest Teacher Application
16. Action, Roose-Valley Special Education Cooperative Interlocal Agreement
17. Action, Email Confidentiality Disclosure Statement
18. Action, Classified Staff Time Clock
19. Action, Board Policy 2-04-102.1 (Salary Scale)

**PUBLIC COMMENT FOR NON-AGENDA ITEMS**

- 20.

**REPORTS (Continued)**

21. Information, Trustees Reports/Requests.

**DATE/TIME FOR NEXT MEETING**

22. Date: Tuesday, November 19<sup>th</sup>                      Time: 6:30 p.m.  
Potential Conflicts: None  
Suggested Changes: None

**ADJOURNMENT**

23. Time of adjournment: \_\_\_\_\_

\* Items listed on the agenda do not necessarily indicate the order in which they will be addressed.

**Mission**

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# Public Comment

(Agenda Items)

The Culbertson School Board of Trustees would like to encourage public comment on any agenda item during the time that it is presented. If any visitor has any particular agenda item or items on which to comment, we would ask that you please indicate your intentions by raising your hand at that time so that the chair may properly recognize you.

Thank you.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
September 18, 2019  
Wednesday – 6:30 p.m.

The Board met in regular session on Wednesday, September 18, 2019, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Eric Bergum, and Mark Colvin. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

Luke Anderson made motion to approve the agenda. Eric Bergum seconded motion. Motion carries unanimously. Notice for public comment given.

Luke Anderson made motion to approve the minutes of August 19<sup>th</sup> (regular board), August 28<sup>th</sup> (negotiation committee), and September 9, 2019 (policy committee) meeting(s). Mark Colvin seconded motion. Motion carries unanimously.

Luke Anderson made motion to pay the September bills, approve investments, note cash and extra-curricular balances. Eric Bergum seconded motion. Motion carries unanimously.

Payroll Warrants	52526 to 52573
Claims Warrants	64971 to 65039

Reports were presented. Request made to get options for upgrading the sound systems at the football field and the gym. Mr. Crowder asked trustees for their attendance at the MCEL conference in Billings.

Interviews have been completed for the JOM Home-School Coordinator position and candidates were ranked by administration's recommendations. Nepotism laws mandate the presence of the full board. Two candidates are related to trustees; therefore, the Board may need to table hiring for another meeting. No action taken and special meeting will be scheduled.

Mark Colvin made motion to hire David Helmer and Jonathon Hilde as JH Football Assistant Coaches. Eric Bergum seconded motion. Coach hiring is preferred to be finalized prior to season. Motion carries unanimously.

Recommendation to add Keri Hauenstein to the activity bus roster and to the Guest Teacher roster will be tabled for the special meeting due to nepotism laws. Luke Anderson made motion to hire Samantha Purvis, Melanie Grainger, and Tonya Wolfe as Guest Teachers, pending successful background checks. Mark Colvin seconded motion. Motion carries unanimously.

Negotiation Committee met with Christian Hekkel on Route #6. Luke Anderson made motion to approve \$10 per day adjustment to Route #6 for 2019-2020 at 56.6 miles per day. Eric Bergum seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve graduation for May 16, 2020, at 2:00 p.m. Mark Colvin seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
September 18, 2019  
Wednesday – 6:30 p.m.

Town meeting is scheduled for September 26<sup>th</sup> to discuss the MDT US Highway 2 reconstruction through Culbertson. Trustees have been asked to weigh in on whether to provide a west end access to the parking area. Chair encouraged trustee to attend the meeting.

Luke Anderson made motion to approve disposition of 20 obsolete laptops and 5 desktop computers. Mark Colvin seconded motion. Computers will be destroyed. Motion carries unanimously.

Eric Bergum made motion to approve \$5,000 allocation to the Accelerated Reader program. Mark Colvin seconded motion. Mr. Olson will meet with staff to determine the direction of the program. Motion carries unanimously.

Mark Colvin made motion to approve a JV team (10-12 students) for HS Science Olympiad for an additional cost up to \$1,000. Luke Anderson seconded motion. Motion carries unanimously.

A quote from MtSBA was presented for strategic planning as part of goal setting. Base fee for strategic planning is \$2,000 with an additional \$750 for culture/climate survey and brochure. Eric Bergum made motion to approve contract with MtSBA for strategic planning. Luke Anderson seconded motion. Motion carries unanimously. Luke Anderson made motion to approve the school survey portion. Mark Colvin seconded motion. Motion carries unanimously.

Notice was given for public comment for non-agenda items. Comments were received on consideration of dress code with school uniforms and bullying. Policy Committee met with legal counsel and felt it was productive meeting. Next regular meeting scheduled for October 22, 2019 at 6:30 p.m. Meeting adjourned at 7:18 p.m.

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Chairman of the Board

  
Clerk

SCHOOL BOARD MINUTES  
SPECIAL MEETING  
September 24, 2019  
Tuesday – 7:00 a.m.

The Board met in special session on Tuesday, September 24, 2019, at 7:04 a.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Eric Bergum, Mark Colvin, and Gy Salvevold. Representatives were: Lora Finnicum.

No visitors were present. Mark Colvin made motion to approve the agenda. Eric Bergum seconded motion. Motion carries unanimously. Notice for public comment given.

Gy Salvevold made motion to hire Keri Hauenstein, pending successful background check as JOM Home/School Coordinator. Mark Colvin seconded motion. For motion: Anderson, Bergum, Colvin, and Salvevold. Recusal: Finnicum. Motion carries.

Eric Bergum made motion to approve Keri Hauenstein as activity bus sub driver. Gy Salvevold seconded motion. For motion: Anderson, Bergum, Colvin, and Salvevold. Recusal: Finnicum. Motion carries.

Eric Bergum made motion to hire Rusty Boxer for HS Boys' Basketball Assistant Coach. Gy Salvevold seconded motion. Motion carries unanimously. Eric Bergum made motion to hire Rusty Boxer for JH Boys' Basketball Head Coach with David Murray as alternate. Gy Salvevold seconded motion. Motion carries unanimously.

Gy Salvevold made motion to approve the Student Attendance Agreements from Bainville (Bigler, Portra) and acknowledge receipt only if no transportation and/or tuition are charged by the District of Residence OR the parent/guardian or the state is responsible for tuition. Eric Bergum seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Mark Colvin made motion to adjourn. Eric Bergum seconded motion. Motion carries unanimously. Meeting adjourned at 7:08 a.m.

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Chairman of the Board



Clerk

SCHOOL BOARD MINUTES  
SPECIAL MEETING  
October 8, 2019  
Tuesday – 7:00 a.m.

The Board met in special session on Tuesday, October 8, 2019, at 7:00 a.m. Trustees present were: Chair Paul Finnicum, Eric Bergum, Mark Colvin, and Gy Salvevold. Representatives were: Larry Crowder and Lora Finnicum.

No visitors were present. Gy Salvevold made motion to approve the agenda. Mark Colvin seconded motion. Motion carries unanimously. Notice for public comment given.

Gy Salvevold made motion to approve 6<sup>th</sup> Graders to play JH Girls' Basketball. Eric Bergum seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Janelle Ator as JH Girls' Assistant Basketball Coach. Eric Bergum seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Mark Colvin made motion to adjourn. Eric Bergum seconded motion. Motion carries unanimously. Meeting adjourned at 7:02 a.m.

\_\_\_\_\_  
Chairman of the Board

  
Clerk

**CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT**  
for the month of **SEPTEMBER 30, 2019**

FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
<b>GENERAL</b>	(59,541.77)	163,329.01	-	-	154,387.07	(50,599.83)	(50,599.83)	(0.00)
<b>TRANSF</b>	58,888.96	19,988.63	-	-	18,576.11	60,301.48	60,301.48	-
<b>RETIRE</b>	103,199.69	33,566.84	-	-	19,781.26	116,985.27	116,985.27	-
<b>MISC</b>	(16,873.96)	-	-	-	18,263.61	(35,137.57)	(35,137.57)	-
Misc	4,567.10	-	-	-	755.68	3,811.42		
Title	-				13,558.78	(13,558.78)		
Ind Ed	-					-		
JMG	1,354.08				206.78	1,147.30		
SRS	(29,471.08)				3,742.37	(33,213.45)		
JOM	6,675.94					6,675.94		
<b>AD ED</b>	8,646.70	7.99	-	-	919.30	7,735.39	7,735.39	-
<b>COMPA</b>	13,908.75		-	-		13,908.75	13,908.75	-
<b>IMPACT</b>	1.33		-	-	90,960.21	(90,958.88)	(90,958.88)	-
<b>TECH</b>	1,356.51		-	-		1,356.51	1,356.51	-
<b>FLEX</b>	(115,784.32)		-	-		(115,784.32)	(115,784.32)	-
<b>COOP</b>	88.31	61,138.08	242,258.00	203,086.00	99,417.85	980.54	980.54	0.00
<b>PR</b>	959.64	273,748.69	-	-	269,610.90	5,097.43	5,097.43	(0.00)
<b>CL</b>	24,394.83	277,701.28	-	-	290,410.54	11,685.57	11,685.57	0.00
<b>ELEM</b>	19,244.67	829,480.52	242,258.00	203,086.00	962,326.85	(74,429.66)	(74,429.66)	0.00
<b>GENERAL</b>	(30,174.08)	46,243.59	-	-	89,744.13	(73,674.62)	(73,674.62)	-
<b>TRANSF</b>	42,849.78	13,354.41	-	-	12,758.82	43,445.37	43,445.37	-
<b>LUNCH</b>	4,628.56	1,485.35	-	-	5,064.34	1,049.57	1,049.57	-
<b>RETIRE</b>	117,650.51	36,878.47	-	-	11,319.89	143,209.09	143,209.09	-
<b>MISC</b>	10,212.66	-	-	-	280.15	9,932.51	9,932.51	-
Misc	5,546.84		-	-		5,546.84		
AG	-					-		
Adv Ag	-					-		
BUS	-					-		
JMG	4,665.82				280.15	4,385.67		
Perkins	-					-		
<b>AD ED</b>	9,803.63	3.04	-	-	919.30	8,887.37	8,887.37	-
<b>DR ED</b>	2,489.93		-	-		2,489.93	2,489.93	-
<b>COMPA</b>	6,667.39	1.74	5,305.00	-		11,974.13	11,974.13	-
<b>IMPAC</b>	0.92		-	-		0.92	0.92	(0.00)
<b>TECH</b>	818.29		-	-		818.29	818.29	-
<b>FLEX</b>	2.84		-	-		2.84	2.84	-
<b>ENDOW</b>	29,016.52	41,771.91	125,000.00	150,000.00		45,788.43	45,788.43	-
<b>HS</b>	193,966.95	139,738.51	130,305.00	150,000.00	120,086.63	193,923.83	193,923.83	(0.00)
<b>TOTAL</b>	213,211.62	969,219.03	372,563.00	353,086.00	1,082,413.48	119,494.17	119,494.17	0.00

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CULBERTSON SCHOOL DISTRICT  
**Cash Equivalent Accounts Summary**  
September 30, 2019

	Beginning Balance	Receipts <i>reconciled</i> <i>bank credits</i>	Expenses <i>reconciled</i> <i>bank debits</i>	Ending Balance
<b>General Funds 101 &amp; 201 - Asset 102:</b>				
First Community Bank Hot Lunch Revolving Account No. 335266	\$ 2,801.55	\$ 6,929.60	\$ 1,520.35	\$ 8,210.80
First Community Bank PaySchools Savings Account No. 5000521	\$ 0.89	\$ -	\$ -	\$ 0.89
First Community Bank Pcard Account No. 4205644	\$ 1,222.99	\$ 14,664.16	\$ 14,663.38	\$ 1,223.77
Synovus AFLAC Cafeteria Plan Account No. 000-329-492-7	\$ 12,345.73	\$ 1,458.34	\$ 2,726.23	\$ 11,077.84
<b>Cash Equivalent Total</b>	<b>\$ 16,371.16</b>	<b>\$ 23,052.10</b>	<b>\$ 18,909.96</b>	<b>\$ 20,513.30</b>
	Fund 101 Balance: \$	10,256.65	Fund 201 Balance: \$	10,256.65
	102 Debit (Credit) \$	2,071.07	970 Credit (Debit) \$	2,071.07

**General Funds 101 & 201 - Asset 103:**

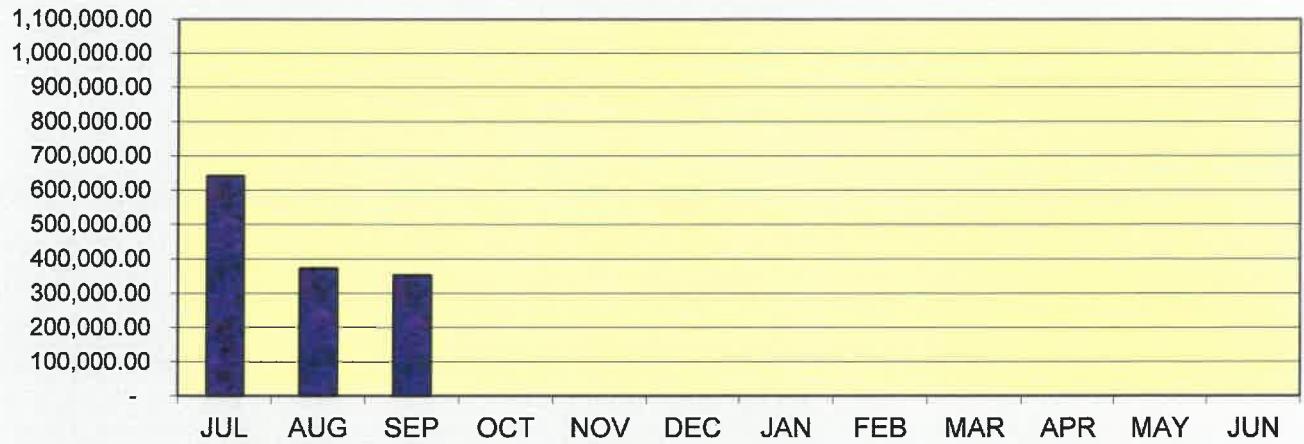
First Community Bank Petty Cash Account No. 332364	\$ 300.00	\$ -	\$ 8.12	\$ 291.88
<b>Cash Equivalent Total</b>	<b>\$ 300.00</b>	<b>\$ -</b>	<b>\$ 8.12</b>	<b>\$ 291.88</b>
	Fund 101 Balance: \$	145.94	Fund 201 Balance: \$	145.94
	103 Debit (Credit) \$	(4.06)	970 Credit (Debit) \$	(4.06)

**Activities Fund 284 - Asset 102:**

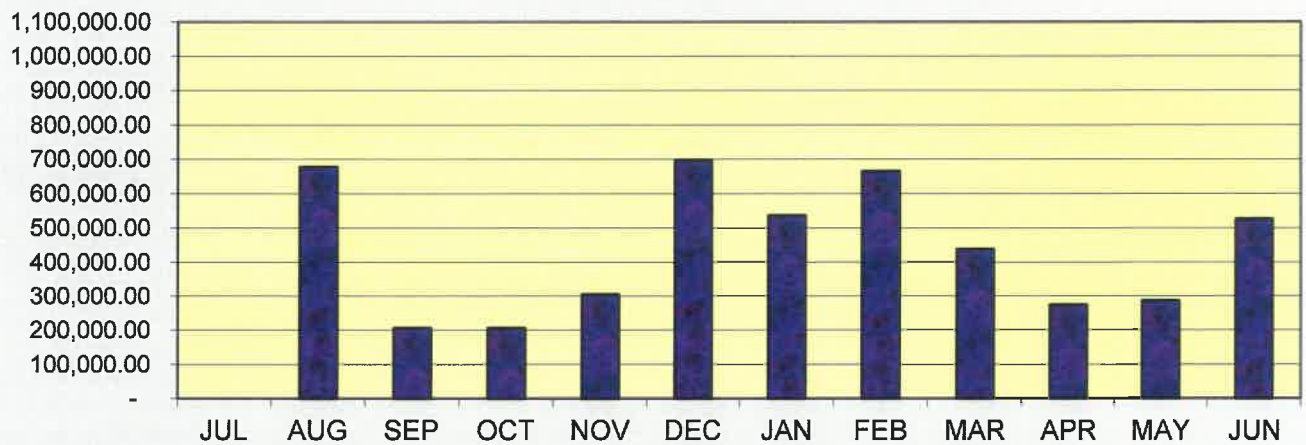
First Community Bank Activities Account No. 332356	\$ 46,525.27	\$ 15,263.75	\$ 5,626.57	\$ 56,162.45
<b>Cash Equivalent Total</b>	<b>\$ 46,525.27</b>	<b>\$ 15,263.75</b>	<b>\$ 5,626.57</b>	<b>\$ 56,162.45</b>
	102 Debit (Credit) \$	9,637.18	970 Credit (Debit)	

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2019-20												
101 General	-	-	-									
110 Transport	7,813.00	-	-									
114 Retirement	-	-	-									
115 Misc Fed	-	-	-									
117 Adult Ed	8,897.00	-	-									
121 Comp Abs	11,920.00	-	-									
126 Impact Aid	1,949.00	-	-									
128 Technology	-	-	-									
129 Flex	-	-	-									
182 Interlocal	315,911.00	242,258.00	203,086.00									
201 General	-	-	-									
210 Transport	29,704.00	-	-									
212 Hot Lunch	4,752.00	-	-									
214 Retirement	83,857.00	-	-									
215 Misc Fed	-	-	-									
217 Adult Ed	10,053.00	-	-									
218 Drivers Ed	1,513.00	-	-									
221 Comp Abs	11,969.00	5,305.00	-									
226 Impact Aid	40.00	-	-									
228 Technology	-	-	-									
229 Flex	2.00	-	-									
281 Endow	153,929.00	125,000.00	150,000.00									
TOTAL	642,309.00	372,563.00	353,086.00	-	-	-	-	-	-	-	-	-
2019-20												
101 General	-	-	-	-	-	93,446.00	72,439.00	174,830.00	47,673.00	-	-	-
110 Transport	-	-	-	-	-	44,579.00	16,383.00	7,081.00	19,300.00	-	-	19,575.00
114 Retirement	-	-	-	-	-	31,328.00	-	-	-	-	-	111,732.00
115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
117 Adult Ed	-	-	-	-	-	-	5,477.00	5,310.00	5,319.00	-	-	8,568.00
121 Comp Abs	-	-	-	-	-	-	1.00	1.00	1.00	-	-	1.00
126 Impact Aid	-	-	-	-	-	-	47,315.00	10,752.00	10,767.00	-	-	1,949.00
128 Technology	-	-	-	-	-	-	-	-	-	-	-	-
129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
182 Interlocal	-	470,668.00	207,404.00	207,015.00	254,997.00	268,432.00	219,599.00	239,435.00	265,417.00	216,063.00	222,520.00	196,113.00
201 General	-	-	-	-	-	8,755.00	-	7,909.00	-	-	-	-
210 Transport	-	-	-	-	-	39,194.00	34,574.00	27,811.00	15,605.00	-	-	20,363.00
212 Hot Lunch	-	-	-	-	-	7,623.00	3,222.00	-	842.00	-	-	2,960.00
214 Retirement	-	69,218.00	-	-	32,660.00	44,627.00	-	16,884.00	-	-	-	-
215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
217 Adult Ed	-	-	-	-	6,348.00	6,890.00	5,034.00	7,032.00	7,082.00	-	-	9,923.00
218 Drivers Ed	-	-	-	-	2,140.00	2,140.00	2,140.00	2,141.00	2,142.00	-	-	1,853.00
221 Comp Abs	-	-	-	-	2.00	2.00	2.00	2.00	2.00	-	-	2.00
226 Impact Aid	-	-	-	-	9,579.00	21,075.00	21,078.00	56,786.00	6,040.00	-	-	40.00
228 Technology	-	-	-	-	-	-	-	-	-	-	-	-
229 Flex	-	-	-	-	-	2.00	2.00	2.00	2.00	-	-	2.00
281 Endow	-	138,355.00	-	-	2.00	130,505.00	110,505.00	110,545.00	59,156.00	59,094.00	65,000.00	153,909.00
TOTAL	-	678,241.00	207,404.00	207,015.00	305,728.00	698,598.00	537,771.00	666,521.00	439,348.00	275,157.00	287,520.00	526,990.00
2019-20												
101 General	-	-	-	-	-	26,478.00	-	-	-	-	-	-
110 Transport	-	-	-	-	-	77,311.00	-	-	-	-	-	-
114 Retirement	-	-	-	-	-	-	-	-	-	-	-	-
115 Misc Fed	-	-	-	-	-	1,705.00	-	-	-	-	-	-
117 Adult Ed	-	-	-	-	-	8,615.00	-	-	-	-	-	-
121 Comp Abs	-	-	-	-	-	4,141.00	-	-	-	-	-	-
126 Impact Aid	-	-	-	-	-	-	-	-	-	-	-	-
128 Technology	-	-	-	-	-	35.00	-	-	-	-	-	-
129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
182 Interlocal	326,956.00	281,373.00	168,822.00	125,000.00	254,759.00	288,053.00	343,461.00	305,727.00	264,823.00	112,356.00	-	-
201 General	-	-	-	-	-	26,351.00	-	-	-	-	-	-
210 Transport	-	-	-	-	-	71,667.00	-	-	-	-	-	-
212 Hot Lunch	-	-	-	-	-	1,854.00	-	-	-	-	-	-
214 Retirement	-	-	-	-	-	29,751.00	20,499.00	-	-	-	-	-
215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
217 Adult Ed	-	-	-	-	-	8,038.00	7,819.00	-	-	-	-	-
218 Drivers Ed	-	-	-	-	-	1,282.00	1,282.00	-	-	-	-	-
221 Comp Abs	-	-	-	-	-	4,606.00	4,606.00	-	-	-	-	-
226 Impact Aid	-	-	-	-	-	-	14,658.00	-	-	-	-	-
228 Technology	-	-	-	-	-	13.00	13.00	-	-	-	-	-
229 Flex	-	-	-	-	-	2.00	2.00	-	-	-	-	-
281 Endow	50,000.00	108,043.00	-	-	108,784.00	108,784.00	88,800.00	-	-	-	-	-
TOTAL	376,956.00	389,416.00	168,822.00	125,000.00	363,543.00	658,686.00	481,140.00	305,727.00	264,823.00	112,356.00	-	-

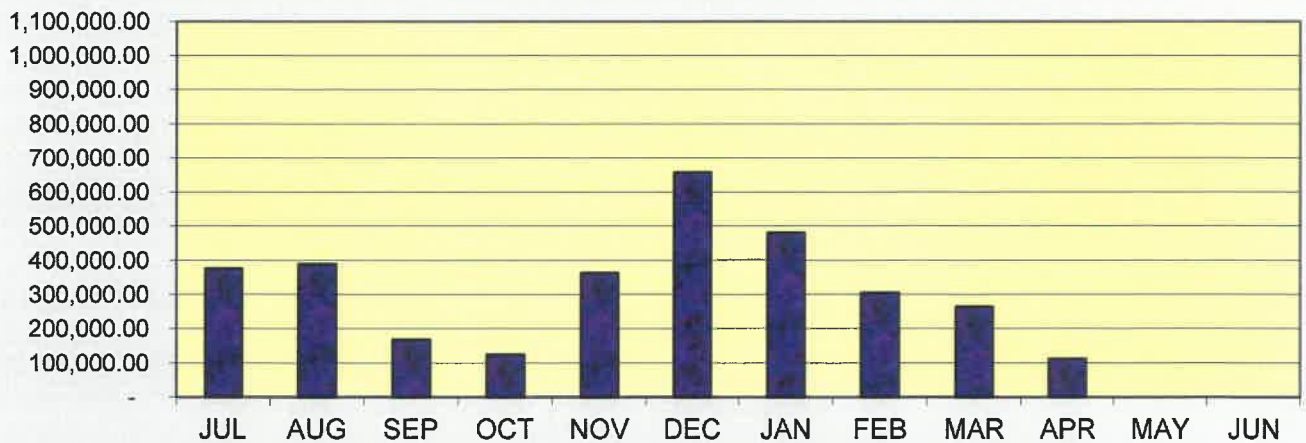
### 2019-20 INVESTMENTS



### 2018-19 INVESTMENTS



### 2017-18 INVESTMENTS



## Culbertson Public School

Totals Report for September 2019  
2019-2020

10/11/2019  
9:20:15 AM

Checking  
Savings  
Investments

Account	Beginning	+	Receipts	-	Expenditures	+	Transfers	=	Ending
1 - ANNUAL	2,692.93		120.00		0.00		0.00		2,812.93
2 - ATHLETICS	696.44		8,345.00		3,008.15		-44.00		5,989.29
3 - FRESHMAN 2023	0.00		436.00		0.00		0.00		436.00
4 - SENIORS 2019	106.65		152.00		106.65		-152.00		0.00
5 - SENIORS 2020	171.82		940.00		0.00		155.00		1,266.82
6 - JUNIORS 2021	3,092.97		542.50		0.00		0.00		3,635.47
7 - 8TH GRADE	0.00		0.00		0.00		0.00		0.00
8 - CHEERLEADER	505.56		0.00		0.00		0.00		505.56
9 - FFA	6,334.21		3,860.45		1,356.19		41.00		8,879.47
10 - BAND/CHOIR	2,858.82		1,200.00		0.00		0.00		4,058.82
11 - STUDENT COUNCIL	5,163.56		0.00		433.45		0.00		4,730.11
12 - SPEECH AND DRAMA	958.86		0.00		300.00		0.00		658.86
13 - VO-AG REVOLVING	2,570.12		0.00		0.00		0.00		2,570.12
14 - SOPHOMORE 2022	687.92		0.00		0.00		0.00		687.92
15 - PLAY	2,694.00		0.00		0.00		0.00		2,694.00
16 - JMG	581.10		64.00		0.00		0.00		645.10
17 - BPA	3,733.45		2,009.61		1,249.74		0.00		4,493.32
18 - EXPLORE AMERICA	4,334.91		1,271.50		0.00		0.00		5,606.41
19 - MUSIC PARENTS	2,381.75		0.00		0.00		0.00		2,381.75
20 - ART	1,576.68		0.00		0.00		0.00		1,576.68
21 - LIBRARY	1,524.32		0.00		0.00		0.00		1,524.32
22 - SPANISH CLUB	15.49		0.00		0.00		0.00		15.49
24 - Science Olympiad	2,025.34		0.00		0.00		0.00		2,025.34
	44,706.90	+	18,941.06	-	6,454.18	+	0.00	=	57,193.78



October 2019 AD report

Culbertson Board of Trustees,

Fall elementary and junior high activities have ended. Junior high basketball practice begins on Oct 14. District volleyball will be held in Plentywood on Oct 24-26. State cross country will be held Oct 26 in Great Falls with eleven runners competing (7 boys and 4 girls). The speech and drama season has also commenced with 16 participants.

Sincerely,

David Solem

Mr. Olson  
Technology Report  
School Board Meeting  
October 22, 2019

I am working on updating computer inventory to reflect movement of computers at the beginning of the year. As we move into Windows 10 I need to keep enough operational windows 7 desktops to work with the older Smartboards.

I believe I have figured out Google Cloud Print for staff and students. I am working with Northstar to get the computer lab printer on the permissions for students.

Northstar Technology is working remotely to move the school out of the old servers. Currently we are operating on the new servers and slowly moving over programs and data.

The Sound System at the football field has been upgraded with 2 Stadium quality JBL speakers. The wireless microphone system was taken out of the gym and put in the crowd's nest.

I worked on the sound system in the gym. Adjustments were made including a new 2 mic wireless system, 2 choir mics, and new cables.

Mr. Olson  
Principal Report  
School Board Meeting  
October 22, 2019

Parent/Teacher conferences were held on Oct 4<sup>th</sup>.

Homecoming Activities went well. Student Council held a dance on Saturday evening. Students from Culbertson, Bainville, Froid, Poplar, Fairview, Sidney, and Wibaux attended.

The new banners have been hung in the gym.

Teacher observations have begun as of September 15.

I will be attending MCEL meetings on Oct 17-18. I will give an update at the school board meeting.

Interquest Detection Canines visited the building on Oct 3<sup>rd</sup>.

As of 10-14-19

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	26	20	20	25	15	19	29	16	19	26	23	17	18	273
Sept	27	19	19	26	14	19	29	16	19	27	23	17	18	273
Oct														0
Nov														0
Dec														0
Jan														0
Feb														0
March														0
April														0
May														0

Enrolled	7	1	2	1	1	1	4	1	0	4	5	1	1	29
Transferred	0	2	2	0	0	1	1	0	0	1	0	1	0	8
Total In/Out	7	3	4	1	1	2	5	1	0	5	5	2	1	37

Ended the 2018-2019 year with 258

# Culbertson School Board Meeting

## Superintendent's Report

### October 22, 2019

#### A. Events that I plan to attend for October and November.

October 1 <sup>st</sup>	Roose-Valley Special Education Coop Board Meeting @ Wolf Point
	Culbertson Women's Club Meeting
October 2 <sup>nd</sup>	Northeast Superintendent Meeting @ Sidney
	District 2C Meeting @ Sidney
October 3 <sup>rd</sup>	Culbertson School Parent-Teacher Conferences
	Culbertson Lions Club Meeting
October 7 <sup>th</sup>	JOM Parent Advisory Committee Meeting
October 8 <sup>th</sup>	HS Volleyball vs. Scobey HERE
	Culbertson Fire Department Meeting
October 10 <sup>th</sup>	Roose-Valley Special Education Workshop @ Wolf Point
	HS Volleyball vs. Lustre Christian HERE
October 11 <sup>th</sup>	HS Football vs. Forsyth HERE
October 14 <sup>th</sup>	Culbertson High School Fall Music Concert
October 15 <sup>th</sup>	Culbertson Town Council Meeting
October 16 <sup>th</sup>	MSGIA Board Meeting @ Billings
October 17 <sup>th</sup>	MCEL Conference @ Billings
October 18 <sup>th</sup>	MCEL Conference @ Billings
	HS Volleyball vs. Poplar HERE
October 19 <sup>th</sup>	Culbertson Cross Country Meet HERE
	HS Football vs. Plentywood HERE
October 22 <sup>nd</sup>	Culbertson School Board Meeting
	Culbertson Fire Department Training
October 24 <sup>th</sup>	HS Volleyball vs. Savage HERE
October 26 <sup>th</sup>	JH Basketball vs. Bainville HERE
October 31 <sup>st</sup>	District 1C Volleyball Meeting @ Plentywood
	District 1C Volleyball Tournament @ Plentywood
November 1 <sup>st</sup>	District 1C Volleyball Tournament @ Plentywood
November 2 <sup>nd</sup>	District 1C Volleyball Tournament @ Plentywood
	Junior High Basketball vs. MonDak HERE
November 5 <sup>th</sup>	School Board Policy Committee Meeting
November 6 <sup>th</sup>	Northeast Superintendent Meeting @ Wolf Point
November 7 <sup>th</sup>	Eastern C Division Volleyball Tournament @ Sidney*
	Culbertson Lions Club Meeting
November 8 <sup>th</sup>	Eastern C Division Volleyball Tournament @ Sidney*
	Junior High Basketball vs. R&L HERE
November 12 <sup>th</sup>	Culbertson Town Council Meeting
	Culbertson Fire Department Meeting
November 14 <sup>th</sup>	State C Volleyball Tournament @ Bozeman*
November 15 <sup>th</sup>	State C Volleyball Tournament @ Bozeman*
November 16 <sup>th</sup>	State C Volleyball Tournament @ Bozeman*

\*if the Culbertson Team Participates



November 19 <sup>th</sup>	Culbertson School Board Meeting
November 21 <sup>st</sup>	Culbertson Lions Club Meeting
November 23 <sup>rd</sup>	JH Basketball vs. Brockton HERE
November 25 <sup>th</sup>	MHSA Executive Board Meeting @ Helena
November 26 <sup>th</sup>	MHSA Executive Board Meeting @ Helena
	Culbertson Fire Department Training

B. Other items for your review and consideration:

1. The following annual grants have been submitted: the ESEA Federal Programs Grant Application for Title I (totaling approximately \$121,000), the Federal Perkins Grant Application (totaling \$4001), and the IDEA Federal Grant Application for the Roosevelt Valley Special Education Cooperative.

Additionally, the Montana Department of Commerce grant was submitted by the October 4<sup>th</sup> deadline. This is a competitive grant with no guarantee of successful funding. We submitted for funding the boiler replacement and the playground equipment replacement.

2. I contacted Debra Silk from the Montana School Boards Association for a date/time to begin the strategic planning process with the Board/District/Community. She indicated that the process would most likely begin in November. An exact date and time has not been established as of yet. I will send out this information as soon as it is available.
3. I contacted Kris Goss from the Montana School Boards Association for a date for the next meeting for the continuation of the Policy Manual review. A preliminary date of November 5<sup>th</sup> has been issued pending confirmation from our Board Policy Committee members (Paul and Eric).
4. The EASIE Title VI Grant (Part III) was submitted prior to the October 18<sup>th</sup> deadline.
5. The Special Education Teaching Staff took part in the Pre-Monitoring webinar sponsored by the Office of Public Instruction on October 10<sup>th</sup>. Our school is scheduled to have our once-every-five-year special education monitoring take place during the 2020-2021 school year.
6. The MHSA Annual Meeting will take place in Billings on January 19<sup>th</sup> and 20<sup>th</sup>. If any Board members would like to attend this meeting, please let me know before the end of November so that I can make registration and travel arrangements.
7. You may recall two years ago, I took a trip to Helena for the MHSA Executive Board Meeting in November as they were considering the realignment of the Eastern C Division for Basketball and Track. The unbalance existed of 6 teams in District 3C compared to 10 teams in District 2C. One of the options was to move Culbertson and Brockton from District 2C to District 3C. I traveled to Helena in 2017 to voice my opposition to this matter on behalf of our school. The Executive Board took no action that day to change the alignment. Well, this matter is back on the agenda for the MHSA Executive Board Meeting scheduled for November 25<sup>th</sup> and 26<sup>th</sup> again in Helena. I will make plans to attend again.

8. Back in August Frederrick Lee presented Suicide Prevention Training to the staff during our PIR days. He has requested the opportunity to also conduct a version of this training with our students in grades 6-12 at some time during this school year. I plan to have Mr. Lee come to our December or January Board meeting to answer questions and get formal Board approval prior to visiting classrooms.
9. Here are a few projects to think about in the short term and long term (in no particular order of importance):
  - Replacement of the oldest section of Playground Equipment
  - Replacement of the Football Field Lights
  - Old Armory: Renovation or Demolition
  - Replacement of the cinder track with an all-weather track.
  - Building or purchasing teacher housing.
  - Building an auditorium for music performances and plays
  - Re-establishment of the Family Consumer Science classroom and the corresponding student organization FCCLA (Family, Career and Community Leaders of America).
10. Here are a few items that might be part of the November regular Board meeting agenda:
  - School Board Policy Manual Adoption – if all of the policies have been reviewed by the Policy Committee and recommended to the full Board for formal action.
  - Extra-Curricular Contract(s) – elementary boys' basketball coach remains unfilled at this time. Elementary basketball season begins in January.

If you have any questions, comments, or concerns about any item in this report or on the agenda, please feel free to contact me at any time. I can be reached at 787-6246 (school), 787-5779 (home), 478-3330 (cell), or by email at [crowderl@culbertson.k12.mt.us](mailto:crowderl@culbertson.k12.mt.us) at any time.

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 10-22-2019

**AGENDA ITEM #:** 14

**AGENDA TITLE:** Void Claims Warrant

**SUMMARY:** Lora would like to recommend voiding the claims warrant for Christian Hekkel, check #65042 written on 10/4/2019 in the amount of \$2,658.97.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 10-22-2019

**AGENDA ITEM #:** 15

**AGENDA TITLE:** Guest Teacher Application

**SUMMARY:** I would like to recommend adding Jennifer Struna to the Guest Teacher Roster pending background check.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 10-22-2019

**AGENDA ITEM #:** 16

**AGENDA TITLE:** Roose-Valley Special Education Cooperative Interlocal Agreement

**SUMMARY:** The Culbertson School District is a member of the Roose-Valley Special Education Cooperative with seven (7) other small school districts. This Cooperative assists our school with providing School Psychology and Speech Pathology services. This is an annual renewal of this agreement. Attached please find a copy of the Interlocal Agreement for your review and consideration. I would like to recommend approval of this agreement.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

## **ROOSE–VALLEY SPECIAL SERVICES COOPERATIVE**

### **INTERLOCAL AGREEMENT FOR THE ESTABLISHMENT OF A SPECIAL EDUCATION COOPERATIVE**

THIS AGREEMENT, Made and entered into this first day of October, 2019 between and among the following School Districts: Bainville School District #64; Brockton School District #55; Culbertson School District #17, hereinafter referred to as the “Fiscal Host School,” Frazer School District #2; Froid School District #65; Frontier School District #3; Lustre School District #23; and Opheim School District #9.

WHEREAS: The participating Districts desire to offer full services to persons requiring Special Education, said persons defined in (Section 20-7-401-MCA) and to all children with disabilities residing within said Districts, and

WHEREAS: The participating District desire to provide these Special Education services in compliance with all applicable State and Federal laws and regulations.

WHEREAS: Sections 20-7-451 through 20-7-456, MCA, provide that School Districts may contract with one another to establish a Cooperative to perform all Special Education administrative services, activities and undertaking that the School District entering into this Agreement is authorized by law to perform.

NOW THEREFORE: The parties hereto, hereby establish a Special Education Cooperative, pursuant to the following mutual covenants and promises.

#### **COOPERATIVE’S POWERS, DUTIES, AND RESPONSIBILITIES**

- I. The Cooperative shall provide assistance in the development and maintenance of Special Education Programs in all School Districts who are party to this Agreement.
- II. The Cooperative shall provide a comprehensive evaluation for each child referred to it by any District that is a party to this Agreement, when such an evaluation is not available in said District.
- III. The Cooperative shall assist in the development of an individualized education program, for each child requiring the services of this Cooperative.
- IV. The Cooperative shall provide all the instructional and support services required by the individualized educational program, when such services are not available in said District, developed under the requirements of sub-paragraph III.
- V. The Cooperative shall provide the above-mentioned services to all persons between the ages of six years and eighteen years, inclusive, who reside within the School

Districts that are parties to this Agreement, and when such services are not available in said District. Further, the Cooperative, after evaluation of persons between three years of age to five years of age, may offer services to those persons who would benefit from those programs established for persons between six years of age and eighteen years of age.

## **COOPERATIVE ORGANIZATION**

- I. Cooperative's name: the name of this Special Education Cooperative shall be: ***ROOSE-VALLEY SPECIAL EDUCATION COOPERATIVE.***
- II. Duration of Cooperative's existence: the duration of this Cooperative is perpetual.
- III. The Cooperative shall have the following powers:
  - A. To sue, and be sued, complain and defend, in its Cooperative name.
  - B. To purchase, take, receive, lease, take by gift, devise or bequest, or otherwise acquire, hold, own, improve, use, and otherwise deal in and with real or personal property, or any interest therein, whatever situated.
  - C. To sell, convey, pledge, lease, exchange, transfer or otherwise dispose of all or any part of its property and assets.
  - D. To make contracts and incur liabilities, through the purchasing of goods and materials.
  - E. To conduct its affairs, carry on its operations, and have office within the boundaries of the Cooperative.
  - F. To make and alter, by resolution of the Management Board, by-laws governing the calling and conducting of meetings, election of a Management Board and the internal operating procedures of the Board.
  - G. To employ professional and other skilled or unskilled personnel as and when the need arises, either on the basis of permanent employment through contractual agreements, or in a temporary or consultative capacity, but only to the extent that funds have been available to it for the purpose.
  - H. To organize and to establish such education programs for the residents of the Cooperative as shall be approved by the member.
  - I. To make joint application for Federal and State funds, on behalf of its member School Districts.
  - J. To do what is reasonable, necessary to achieve the purpose of this Agreement to the extent that such action is within the intent and purpose of this Agreement, existing law, and regulations.
- IV. MANAGEMENT BOARD: All determinations of employment of Cooperative Staff, expenditures of Cooperative funds, provisions of Special Education Services, and

implementation of Cooperative's policy shall be done by the Cooperative's Management Board.

V. MANAGEMENT BOARD ORGANIZATIONS:

- A. The Management Board shall consist of a representative of each School District; namely the Superintendent or Designee. The composition of the cooperative management board shall be an elected member from each participating districts' board of trustees or an administrator assigned by the district board of trustees to represent the participating district on the cooperative management board.
- B. The Management Board shall recruit and employ a Director. The Management Board may delegate by resolution any or all of the powers granted it in subparagraph III herein, and allowed by law, to the Director.
- C. The Management Board shall employ significant qualified staff to provide services contemplated by this Agreement.
- D. Set policy to be implemented by the Director.
- E. Comprehensively review at least annually all aspects of the Cooperative including:
  - 1. Policies and Procedures
  - 2. Records and Accounting
  - 3. Recruitment of Staff
  - 4. In-Service Training
  - 5. Employee Supervision and Evaluation
  - 6. Compliance with State and Federal Special Education Guidelines
- F. Review the financial management of the Cooperative monthly.
- G. Set and approve the fiscal budget of the Cooperative.
- H. Meet quarterly.
- I. To exercise the executive management and administrative control of the Cooperative and its properties, facilities, programs and the contracted activities and performance of its employees.
- J. The Management Board shall have the power to make contracts for the Cooperative. No such contract entered by the Cooperative shall bind the Cooperative for a term in excess of one year.
- K. The Management Board shall employ only those persons whose qualifications equal or exceed the qualification required by Part V of the Montana Special Education Reference Manual (NSERM).
- L. Provide for a yearly audit.



## **FINANCIAL ADMINISTRATION**

- I. Culbertson School District #17 shall be designated as the Fiscal Host for this Cooperative, pursuant to section 20-9-701 et seq., MCA.
- II. Said Fiscal Host shall establish a non-budgeted Interlocal Cooperative Fund for the purpose of the financial administration of the Interlocal Cooperative Agreement. All revenues received including Federal, State or other type of grant payments in direct support of the Agreement and the financial support provided by Cooperative Agencies, shall be deposited in such fund. All financial support of the Agreement contributed by a member District may be transferred to the interlocal Cooperative fund from any fund maintained by such District by resolution of the trustees and District warrant. Any such transfer to the Interlocal Cooperative fund shall be used to finance those expenditures under the Agreement which is comparable to those that are permitted by law to be made out of the fund from which the transfer was made and are within the final budget for the fund which the transfer was made. No transfer shall be made from the miscellaneous Federal Program Fund without the express approval of the Superintendent of Public Instruction.
- III. All expenditures in support of the Interlocal Cooperative Agreement shall be made from the Interlocal Cooperative fund established by the Fiscal Host.
- IV. The Management Board shall have the sole power to expend funds from the Interlocal Cooperative Fund.
- V. In the event that funds are received directly from the Office of Public Instruction, then the member Districts will not have to transfer said sum.
- VI. Each District shall be responsible to provide, at a minimum, the matching dollars that are necessary for the related services block grant.
- VII. The federal application for Part B and Preschool funds will be made by the Cooperative on behalf of its member school districts.
- VIII. A financial audit by an independent auditor shall be ordered each year to assure proper expenditure procedures.

## **TERMINATION OF MEMBERSHIP IN COOPERATIVE**

Each District agreeing to the terms of this Agreement shall remain a member of the Cooperative for a minimum of three years. Unless membership is requested to be dropped by October 1<sup>st</sup> of the current school fiscal year, the District's commitment will automatically extend for three fiscal years. Each District's commitment to membership in the Cooperative is effective with the signature on this Interlocal Agreement. A District intending to withdraw must provide notification of intent to withdraw three fiscal years in advance of the withdrawal date.

Any property in the possession of the Cooperative and owned by the terminated District shall be returned to the terminated District as soon as reasonably possible. Total amount of the contract is due upon termination and any monies paid to the Cooperative by the District shall be retained by the Cooperative as payment for services already rendered and in full satisfaction of any damages caused to the Cooperative by said termination.

### **ADDITION OF A DISTRICT TO COOPERATIVE**

Any non-participating school district within the geographic boundary of the Cooperative will be notified annually no later than October 1<sup>st</sup> of an opportunity to join the Roose-Valley Special Education cooperative for the ensuing three (3) state fiscal years. Non-participating districts who wish to join must respond within 60 days of the date of mailing of the opportunity to join. The Cooperative shall allow the addition of a district within the geographic boundaries of the Cooperative in accordance with state statute. Such addition shall only be allowed at the December meeting of the Board. Notice of application to add a district shall be given to all Management Board members at least ten (10) days prior to the winter meeting of the MANAGEMENT BOARD OF THE COOPERATIVE.

#### **APPLICATION TO JOIN COOPERATIVE SHALL CONTAIN:**

1. The District's name.
2. Anticipated required services.
3. District's proposed budget for contracted Special Education Services.
4. Application must be signed by the Chairman of the Board of Trustees of the applying District.

The Cooperative may contract with any District during the Fiscal Year to provide Special Education Services, if available, to a non-member District. Any such Contract entered into shall comply with the terms and conditions stated herein and shall be for compensation deemed reasonable by the Cooperative.

### **TERMINATION OF COOPERATIVE**

The Cooperative may be terminated by majority vote of all the representatives of the Management Board. Such vote shall only be held at the spring meeting of said Management Board. Any member of the Board may propose termination. Notice of intention to propose termination shall be sent to each member of the Management Board proposing termination at least thirty (30) days prior to the March meeting of the Board.

If the Management Board should terminate the Cooperative, the termination shall be effective at the end of the fiscal year in which termination occurs. During the period from the

termination of the Cooperative until the end of the fiscal year, the Cooperative shall undertake closure procedures. All property in the possession of the Cooperative and owned by any member District shall be returned as soon as possible, but no later than June 30, to the Owner-District. Any property owned by the Cooperative shall be liquidated. All monies in the possession of the Cooperative, including any monies generated from the Cooperative-owned property liquidation, shall be distributed to the members District by the following formula:

$$\begin{array}{l} \text{Contribution of Member District} \\ / \text{ (divided by) Contribution of all Districts} \\ \times \text{ (times) all remaining Cooperative monies.} \end{array}$$

### **REVIEW BY THE ATTORNEY GENERAL**

THIS AGREEMENT shall be submitted to the office of the Attorney General of the State of Montana for review and approval, in accordance with Section 20-7-453, MCA, and this Agreement shall not be effective until such approval is obtained, and the Agreement is recorded with the Montana Secretary of State and Clerk and Recorder of each County within which a participating District lies.

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 10-22-2019

**AGENDA ITEM #:** 17

**AGENDA TITLE:** Email Confidentiality Disclosure Statement

**SUMMARY:** I would like to recommend the Board adopt the following Email Confidentiality Disclosure Statement. This statement would appear on the bottom of every Email sent by our staff through our School Google Email Accounts. I hope this will help clarify the District's position on the confidentiality of all staff emails.

Recommended Language:

***PRIVILEGED AND CONFIDENTIAL INFORMATION:***  
*The information contained in this electronic transmission, and any documents attached hereto, may contain information that is legally privileged and confidential. The information is intended only for the use of the recipient(s) named above. If you have received this electronic message in error, please notify the sender and delete the electronic message. Any disclosure, copying, distribution or the taking of any action in reliance on the contents of the information received in error is strictly prohibited.*

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 10-22-2019

**AGENDA ITEM #:** 18

**AGENDA TITLE:** Classified Staff Time Clock

**SUMMARY:** Over the past several years Lora has, from time to time, experienced discrepancies between classified staff time sheets and leave sheets, as well as discrepancies between time sheets and employees actually coming to work. This causes Lora to spend additional time tracking down the accurate information.

One possible solution to this ongoing issue is to purchase a time clock for the classified staff to use to check in and out each day. There are various time clock models that range in price from \$500 to \$1000. Some models require yearly support contracts, as well. The one that we would like the Board to consider is a model that utilizes fingerprint verification. This model costs approximately \$500 with no annual support contract.

Lora believes that, not only will a time clock be beneficial for time sheet accuracy, it will also save a tremendous amount of time for the office as the software for the time clock will automatically compute worktime and reduce/eliminate the time wasted double and triple checking of time sheets and leave sheets each month.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 10-22-2019

**AGENDA ITEM #:** 19

**AGENDA TITLE:** Board Policy 2-04-102.1 (Salary Scale)

**SUMMARY:** Steve Larsen has given us verbal notification that he intends to retire at the conclusion of the fiscal year (June 30, 2020). I would like to begin advertising for his replacement and, hopefully, hire someone in January or sooner in an effort to have the new individual shadow Steve for the remainder of the year.

Attached please find the Board policy that governs the starting salary for all classified positions.

Does the Board wish to advertise at the amount (\$15.60 per hour for School Maintenance Director) that is listed in the Board policy? Or, would the Board like to adjust the beginning salary prior to advertising?

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

## 2-04-102.1 **Salary Scale.**

All support personnel shall have their starting salaries fixed by the Board according to the following scale:

Aides, Tutors	School Maintenance Director	School Custodial Director	Custodian
\$11.70	\$15.60	\$14.63	\$13.00

Head Cook	Assistant Cook	Cook's Helper	Secretary	Activities Secretary Clerk's Assistant
\$14.63	\$12.35	\$11.38	\$11.70	\$13.00

Each employee will receive a 3% increase annually during each year of the first four years of employment. Each employee will then receive a 5% increase for the fifth year of employment. This cycle of increases will continue with a 3% increase for the sixth through ninth years and a 5% increase for the tenth year of employment. The cycle will then continue throughout the employment of classified personnel.

Classified staff members that are assigned and teach a "bonafide" class, that is listed on the class schedule and approved by the administration, will be compensated an additional \$500 per class period per semester/trimester. Such classes will require lesson plans, student performance evaluations, student performance reporting, etc. All due compensation will be paid at the completion of each semester/trimester.

Adopted: August 11, 2003  
Revised: August 23, 2004  
December 17, 2007  
September 16, 2008  
July 21, 2009  
September 21, 2010  
July 21, 2011  
March 22, 2018

# Public Comment

## (Non-Agenda Items)

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Board also recognizes the statutory and constitutional rights of the public to participate in governmental operations. To allow fair and orderly expression of public comments, the Board will permit public participation through oral or written comments during this “public comment” section. Individuals wishing to be heard by the Board shall first be recognized by the Chairperson. Individuals, after identifying themselves, will proceed to make comments within a 3 minute time period. Citizens may comment on items within the jurisdiction of the school board that do not appear on this meeting’s agenda. Citizens may not comment on matters related to student or staff privacy or contested adjudicative matters. The Chairperson may control the comment period to ensure an orderly progression of the meeting and may redirect or terminate an individual’s statement when appropriate, including when statements are out of order, too lengthy, personally directed, abusive, obscene, or irrelevant.

Thank you.