

CULBERTSON SCHOOL DISTRICT #17 J/R/C
RICHLAND/ROOSEVELT COUNTIES
CULBERTSON, MONTANA

NOTICE OF REGULAR SCHOOL BOARD MEETING

Monday–October 22, 2018, 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 19, 2018 (Regular 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, 2018-2019 Guest Teacher Application(s)
15. Action, 2018-2019 Classified Staff Contract(s)
 - a. Substitute Staff
 - 1). Cook's Helper(s)
 - 2). Activity Bus Driver(s)
 - 3). Bus Monitor(s)
16. Action, 2018-2019 Extra-Curricular Contract(s)
 - a. Junior High Boys' Basketball Coach
 - b. Junior High Girls' Basketball Coach
 - c. High School Boys' Basketball Assistant Coach(es)
17. Action, High School School-Related Absences: Rodeo
18. Action, 8th Grade Participation in High School Girls' Basketball
19. Action, 8th Grade Participation in High School Cheerleading
20. Action, 6th Grade Participation in Junior High Girls' Basketball
21. Action, Student Attendance Agreements – Lambert School District
22. Action, Board Policy
 - a. 1-04-159 Cost Allocation Plan
 - b. 1-04-131 Tobacco Free
 - c. 1-04-140 Drug, Alcohol, and Tobacco Use
 - d. 3-05-104 Breakfast/Lunch Program
23. Action, Volunteer Student Resource Officer
24. Action, 2018-2019 Goal Setting

PUBLIC COMMENT FOR NON-AGENDA ITEMS

25.

REPORTS (Continued)

26. Information, Trustees Reports/Requests.

DATE/TIME FOR NEXT MEETING

27. Date: Tuesday, November 20th Time: 6:30 p.m.
Potential Conflicts: None
Suggested Changes: None

ADJOURNMENT

28. Time of adjournment: _____

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

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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 19, 2018
Wednesday – 6:30 p.m.

The Board met in regular session on Wednesday, September 19, 2018, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Mark Colvin, Eric Bergum, and Gy Salvevold. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

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 the minutes of August 20th (regular board), August 24th (special board), August 27th (special board), and September 4, 2018 (special board) meeting(s). Mark Colvin seconded motion. Motion carries unanimously.

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

Payroll Warrants	51908 to 51955
Claims Warrants	64218 to 64293

Reports were presented. Lucas Oelkers, Student Council President, thanked the Board for giving last year's senior class money to student council. The plan will be to make banners of the athletic competitors for the gym. Super heroes are the theme for this week's homecoming activities. Mr. Olson reported that the front entrance door locks were installed and working through the details. Lora Finnicum will be looking into the process for collections on the hot lunch past due accounts. The Board was asked to finalize their MCEL plans with Mr. Crowder.

Mark Colvin made motion to hire Teresa Ross and Jordan Farmer as Guest Teachers, pending successful background check. Luke Anderson seconded motion. Motion carries unanimously.

Gy Salvevold made motion to hire Angi Iverson as HS Assistant Speech & Drama Coach and DJ Hauge as HS Assistant Girls' Basketball Coach, based on recommendations from the head coaches. Eric Bergum seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve the donation of 6.62 days to the Sick Leave Bank. Luke Anderson seconded motion. Motion carries unanimously.

Gy Salvevold made motion to post the draft policy on hiring recommendations. Luke Anderson seconded motion. Our current Policy 2-01-102 details that the superintendent has the authority to perform administrative duties as necessary in the event of unforeseen situations, subject to later consideration by the Board. Therefore, the proposed policy would be deemed unnecessary. Gy Salvevold rescinded motion.

Luke Anderson made motion to approve the Student Attendance Agreements for seven students from our district, as requested by the Bainville School. Mark Colvin seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES
REGULAR MEETING
September 19, 2018
Wednesday – 6:30 p.m.

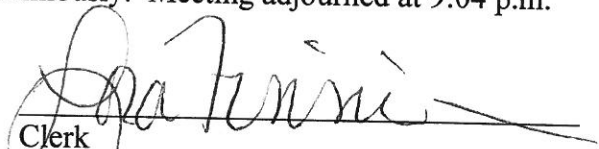
Eric Bergum made motion to accept the donation from Orion Wind Resources of \$1,000 and earmark the money to be used for future elementary playground equipment. Luke Anderson seconded motion. Motion carries unanimously.

Luke Anderson made motion to approve the recommended language changes to the Emergency Plan to include ALICE mode. Mark Colvin seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve voided warrants of Claims Check #63865 in the amount of \$25.00 and Payroll Check #51560 in the amount of \$530.70. Luke Anderson seconded motion. Both checks were lost and were re-issued. Motion carries unanimously.

Board goals were discussed. Trustees were asked to bring goals to the next regular meeting. Notice was given for public comment for non-agenda items. Request was received to allow a student school-related absences for HS Rodeo. Item would be addressed at the next regular board meeting. Concerns were expressed on school safety. Next regular board meeting will be scheduled for 6:30 p.m. on October 22, 2018 at 6:30 p.m. Mark Colvin made motion to adjourn. Eric Bergum seconded motion. Motion carries unanimously. Meeting adjourned at 9:04 p.m.

Chairman of the Board


Clerk

CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of **SEPTEMBER 30, 2018**

FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	(72,357.74)	78,664.39	-	-	158,663.79	(152,357.14)	(152,357.14)	-
TRANSP	25,127.06	13,854.19	-	-	19,398.05	19,583.20	19,583.20	-
RETIREM	85,409.89	30,448.69	-	-	18,963.23	96,895.35	96,895.35	-
MISC	(11,788.69)	26,629.92	-	-	14,305.55	535.68	535.68	(0.00)
Misc	1,921.57	5,594.92	-	-	41.46	7,475.03		
Title	-	-			6,098.06	(6,098.06)		
Ind Ed	-	2,332.00			-	2,332.00		
JMG	1,500.00	-			-	1,500.00		
SRS	(18,521.82)	18,525.00			8,160.24	(8,157.06)		
JOM	3,311.56	178.00			5.79	3,483.77		
AD ED	1,834.43	46.79	-	-	25.75	1,855.47	1,855.47	-
COMPAB	1.27	-	-	-	-	1.27	1.27	-
IMPACT	(84,562.87)	8,865.90	-	-	-	(75,696.97)	(75,696.97)	-
TECH	0.90	-	-	-	-	0.90	0.90	-
FLEX	(167,067.40)	-	-	-	-	(167,067.40)	(167,067.40)	-
COOP	(211,549.71)	53,187.45	470,668.00	207,404.00	104,766.50	135.24	135.24	(0.00)
PR	15,978.99	264,218.51	-	-	265,642.30	14,555.20	14,555.20	-
CL	81,384.23	230,457.71	-	-	289,824.39	22,017.55	22,017.55	(0.00)
ELEM	(337,589.64)	706,373.55	470,668.00	207,404.00	871,589.56	(239,541.65)	(239,541.65)	(0.00)
GENERAL	(15,775.40)	44,787.69	-	-	109,676.36	(80,664.07)	(80,664.07)	-
TRANSP	20,423.51	9,210.70	-	-	13,133.33	16,500.88	16,500.88	-
LUNCH	3,110.65	8,388.99	-	-	11,499.24	0.40	0.40	(0.00)
RETIREM	50,772.47	30,720.66	69,218.00	-	11,781.48	138,929.65	138,929.65	-
MISC	(117,220.00)	-	-	-	427.77	(117,647.77)	(117,647.77)	-
Misc	(121,868.87)	-	-	-	-	(121,868.87)		
AG	-					-		
Adv Ag	-					-		
BUS	-					-		
JMG	4,648.87	-			427.77	4,221.10		
Perkins	-					-		
AD ED	3,993.17	35.96	-	-	25.75	4,003.38	4,003.38	-
DR ED	2,140.26	-	-	-	-	2,140.26	2,140.26	-
COMPAB	2.35	-	-	-	-	2.35	2.35	-
IMPAC	(11,039.80)	6,465.33	-	-	-	(4,574.47)	(4,574.47)	-
TECH	0.16	-	-	-	-	0.16	0.16	-
FLEX	2.84	-	-	-	-	2.84	2.84	-
ENDOW	(7,878.17)	27.48	138,355.00	7,141.00	-	123,363.31	123,363.31	-
HS	(71,467.96)	99,636.81	207,573.00	7,141.00	146,543.93	82,056.92	82,056.92	(0.00)
TOTAL	(409,057.60)	806,010.36	678,241.00	214,545.00	1,018,133.49	(157,484.73)	(157,484.73)	(0.00)

CULBERTSON SCHOOL DISTRICT
Cash Equivalent Accounts Summary
September 30, 2018

	Beginning Balance	Receipts <i>reconciled bank credits</i>	Expenses <i>reconciled bank debits</i>	Ending Balance
GENERAL FUNDS 101 & 201 - ASSET 102:				
First Community Bank Hot Lunch Revolving Account No. 335266	\$ 8,773.06	\$ 2,659.85	\$ 1,192.45	\$ 10,240.46
First Community Bank PaySchools Savings Account No. 5000521	\$ 0.89	\$ -	\$ -	\$ 0.89
First Community Bank Pcard Account No. 4205644	\$ 772.84	\$ 6,939.73	\$ 6,500.53	\$ 1,212.04
Synovus AFLAC Cafeteria Plan Account No. 000-329-492-7	\$ 10,699.62	\$ 1,474.17	\$ 1,335.44	\$ 10,838.35
Cash Equivalent Total	\$ 20,246.41	\$ 11,073.75	\$ 9,028.42	\$ 22,291.74
	Fund 101 Balance: \$ 11,145.87		Fund 201 Balance: \$ 11,145.87	
	102 Debit (Credit) \$ 1,022.67		970 Credit (Debit) \$ 1,022.66	

GENERAL FUNDS 101 & 201 - ASSET 103:

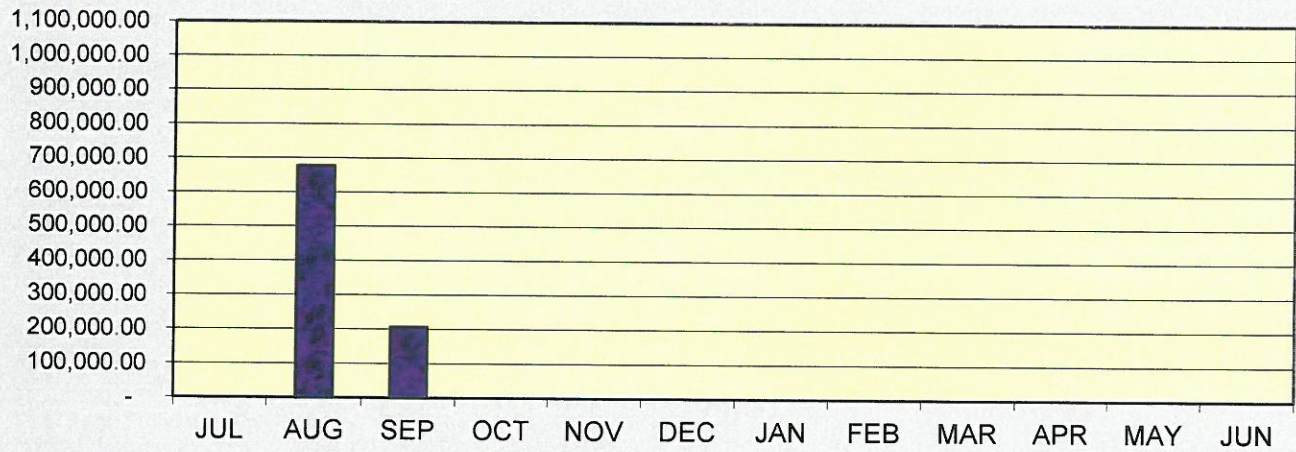
First Community Bank Petty Cash Account No. 332364	\$ 269.42	\$ 30.58	\$ -	\$ 300.00
Cash Equivalent Total	\$ 269.42	\$ 30.58	\$ -	\$ 300.00
	Fund 101 Balance: \$ 150.00		Fund 201 Balance: \$ 150.00	
	103 Debit (Credit) \$ 15.29		970 Credit (Debit) \$ 15.29	

ACTIVITIES FUND 284 - ASSET 102:

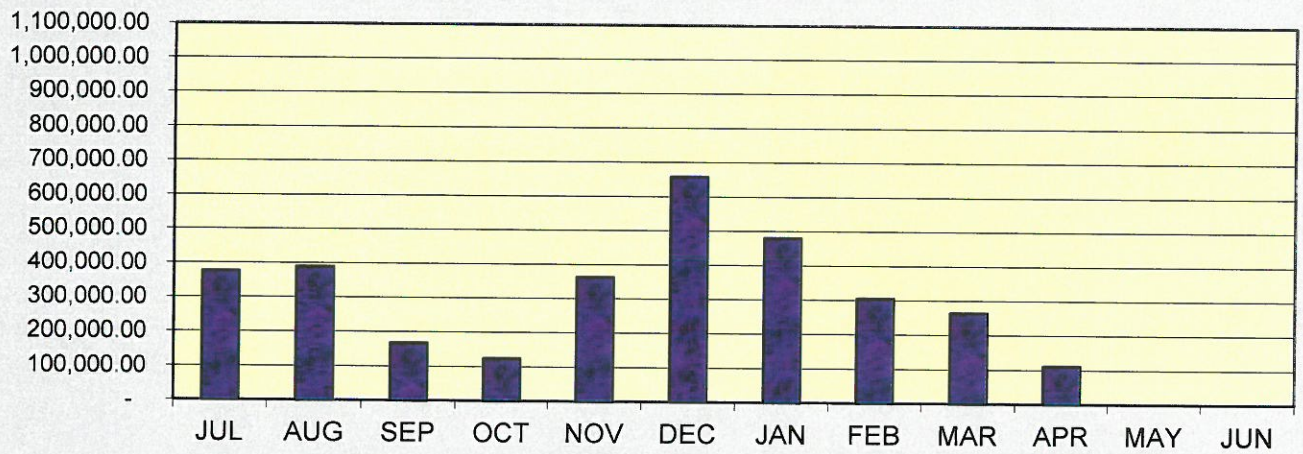
First Community Bank Activities Account No. 332356	\$ 38,457.95	\$ 14,389.32	\$ 8,627.03	\$ 44,220.24
Cash Equivalent Total	\$ 38,457.95	\$ 14,389.32	\$ 8,627.03	\$ 44,220.24
	102 Debit (Credit) \$ 5,762.29		970 Credit (Debit)	

		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2018-2019	101 General	-	-	-	-	-	-	-	-	-	-	-	-
	110 Transport	-	-	-	-	-	-	-	-	-	-	-	-
	114 Retirement	-	-	-	-	-	-	-	-	-	-	-	-
	115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
	117 Adult Ed	-	-	-	-	-	-	-	-	-	-	-	-
	121 Comp Abs	-	-	-	-	-	-	-	-	-	-	-	-
	126 Impact Aid	-	-	-	-	-	-	-	-	-	-	-	-
	128 Technology	-	-	-	-	-	-	-	-	-	-	-	-
	129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
	182 Interlocal	-	470,668.00	207,404.00	-	-	-	-	-	-	-	-	-
	201 General	-	-	-	-	-	-	-	-	-	-	-	-
	210 Transport	-	-	-	-	-	-	-	-	-	-	-	-
	212 Hot Lunch	-	-	-	-	-	-	-	-	-	-	-	-
	214 Retirement	-	69,218.00	-	-	-	-	-	-	-	-	-	-
	215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
	217 Adult Ed	-	-	-	-	-	-	-	-	-	-	-	-
	218 Drivers Ed	-	-	-	-	-	-	-	-	-	-	-	-
	221 Comp Abs	-	-	-	-	-	-	-	-	-	-	-	-
	226 Impact Aid	-	-	-	-	-	-	-	-	-	-	-	-
	228 Technology	-	-	-	-	-	-	-	-	-	-	-	-
	229 Flex	-	-	-	-	-	-	-	-	-	-	-	-
	281 Endow	-	138,355.00	-	-	-	-	-	-	-	-	-	-
	TOTAL	-	678,241.00	207,404.00	-	-	-	-	-	-	-	-	-
2019-2020		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
	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	-	-
2020-2021		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
	101 General	-	5,830.00	-	-	149,384.00	65,431.00	132,052.00	-	-	-	-	-
	110 Transport	-	33,670.00	629.00	-	71,827.00	48,513.00	-	-	-	-	-	-
	114 Retirement	-	53,864.00	-	-	-	-	32,283.00	8,329.00	-	-	-	-
	115 Misc Fed	-	-	-	-	2,473.00	2,473.00	2,473.00	2,474.00	-	-	-	-
	117 Adult Ed	-	1,086.00	1,087.00	-	6,011.00	6,862.00	7,902.00	6,308.00	-	-	-	-
	121 Comp Abs	-	10,680.00	3,680.00	-	10,683.00	10,683.00	10,684.00	10,686.00	-	-	-	-
	126 Impact Aid	-	-	-	-	6,364.00	6,364.00	5,682.00	426.00	-	-	-	-
	128 Technology	-	1,355.00	359.00	-	160.00	1,160.00	544.00	51.00	-	-	-	-
	129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
	182 Interlocal	-	287,024.00	230,784.00	284,545.00	240,367.00	265,385.00	319,415.00	274,050.00	227,774.00	-	-	203,313.00
	201 General	-	50,195.00	-	-	39,514.00	-	-	-	-	-	-	-
	210 Transport	-	17,391.00	6,648.00	-	58,854.00	42,223.00	29,496.00	-	-	-	-	-
	212 Hot Lunch	-	682.00	-	-	-	10,422.00	588.00	7,080.00	-	-	-	-
	214 Retirement	-	45,828.00	23,075.00	11,327.00	12,900.00	86,079.00	81,045.00	55,413.00	-	-	-	-
	215 Misc Fed	-	-	-	-	1,500.00	5,706.00	1,019.00	1,020.00	-	-	-	-
	217 Adult Ed	-	871.00	977.00	589.00	4,590.00	4,599.00	4,888.00	2,602.00	-	-	-	-
	218 Drivers Ed	-	3,013.00	3,013.00	3,013.00	3,014.00	3,014.00	3,015.00	3,015.00	-	-	-	-
	221 Comp Abs	-	9,447.00	9,447.00	9,449.00	9,451.00	9,452.00	9,454.00	9,455.00	-	-	-	-
	226 Impact Aid	-	-	-	189.00	189.00	189.00	189.00	101.00	-	-	-	-
	228 Technology	-	791.00	146.00	147.00	503.00	503.00	476.00	27.00	-	-	-	-
	229 Flex	-	-	-	-	52.00	52.00	52.00	55.00	-	-	-	-
	281 Endow	-	92,232.00	92,232.00	-	92,269.00	92,269.00	108,703.00	108,720.00	15,103.00	-	-	-
	TOTAL	-	613,959.00	372,077.00	309,259.00	710,105.00	661,379.00	749,960.00	489,812.00	242,877.00	-	-	203,313.00

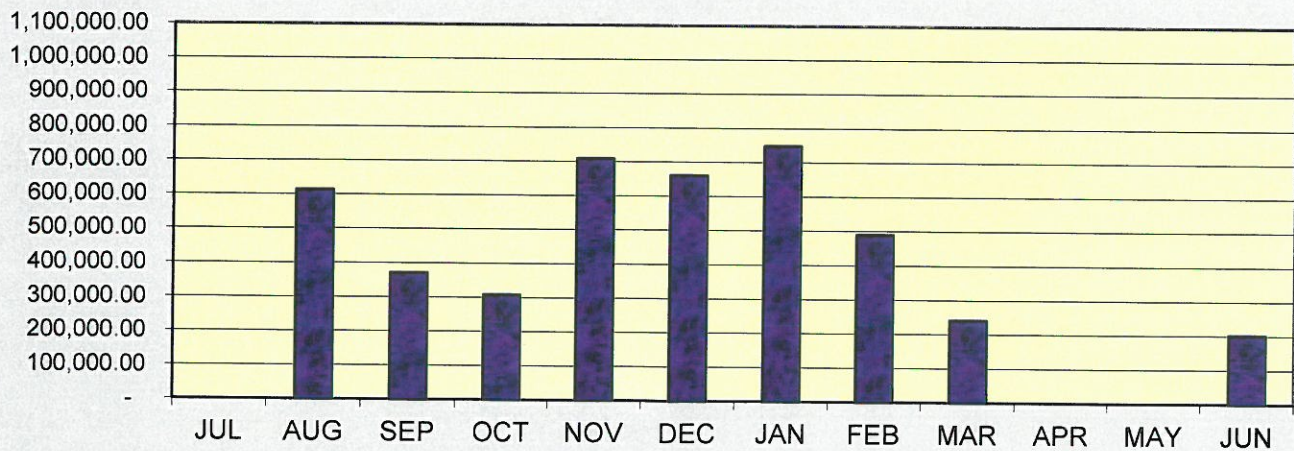
2018-19 INVESTMENTS



2017-18 INVESTMENTS



2016-17 INVESTMENTS



Culbertson Public School

Totals Report for September 2018
2018-2019

10/12/2018
10:29:59 AM

Checking
Savings
Investments

Account	Beginning +	Receipts -	Expenditures +	Transfers =	Ending
1 - ANNUAL	5,224.85	1,697.00	29.99	0.00	6,891.86
2 - ATHLETICS	2,274.11	4,829.50	5,253.26	-6.00	1,844.35
3 - SENIOR 2018	0.00	0.00	0.00	0.00	0.00
4 - SENIORS 2019	2,438.68	0.00	0.00	0.00	2,438.68
5 - JUNIORS 2020	1,624.30	717.00	441.15	0.00	1,900.15
6 - SOPHOMORE 2021	1,863.01	0.00	0.00	0.00	1,863.01
7 - 8TH GRADE	0.00	0.00	0.00	0.00	0.00
8 - CHEERLEADER	297.32	0.00	0.00	0.00	297.32
9 - FFA	3,006.65	4,203.25	2,040.36	6.00	5,175.54
10 - BAND/CHOIR	685.36	63.00	0.00	0.00	748.36
11 - STUDENT COUNCIL	4,189.96	424.97	370.07	0.00	4,244.86
12 - SPEECH AND DRAMA	1,534.08	0.00	0.00	0.00	1,534.08
13 - VO-AG REVOLVING	2,570.12	0.00	0.00	0.00	2,570.12
14 - FRESHMAN 2022	0.00	0.00	0.00	0.00	0.00
15 - PLAY	0.00	815.00	0.00	0.00	815.00
16 - JMG	80.56	0.00	0.00	0.00	80.56
17 - BPA	1,028.14	149.64	1,299.50	0.00	-121.72
18 - EXPLORE AMERICA	2,785.83	1,398.96	474.93	0.00	3,709.86
19 - MUSIC PARENTS	2,709.06	0.00	160.00	0.00	2,549.06
20 - ART	1,485.68	91.00	0.00	0.00	1,576.68
21 - LIBRARY	1,309.53	0.00	0.00	0.00	1,309.53
22 - SPANISH CLUB	15.49	0.00	0.00	0.00	15.49
24 - Science Olympiad	1,804.96	0.00	0.00	0.00	1,804.96
	36,927.69 +	14,389.32 -	10,069.26 +	0.00 =	41,247.75

*BPA - Is not in the (-). The
Store Sales were not turned in
until last week.*



Mr. Olson
Technology Report
School Board Meeting
October 22, 2018

I will be working on updating computer inventory to reflect movement of computers at the beginning of the year.

The E-rate order arrived. New wireless access points have been installed. The new switches for the elementary switch room will be replaced soon.

I have been in communication with NorthStar Technology and Marco. They have sent proposals for technology services. I would like to set up a meeting the tech committee to discuss the proposals.

Mr. Olson
Principal Report
School Board Meeting
October 22, 2018

The door system is up and running. Any personnel that run the office have been shown how to operate the system.

The new search mode, lockdown, and ALICE procedures have been updated in the emergency manual.

The Fire escape plans have been updated with additional information on evacuation, procedure and directions to secondary meeting place.

Homecoming went well. RCSD participates in the activities and interacted with the students and staff.

Parent/Teacher conferences were held on Oct 11th. Turn out K-12 was good with reports send home for parents that could not make it.

As of 10-15-18

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	21	22	26	16	24	28	18	20	29	22	23	24	15	288
Sept	20	22	26	16	23	28	18	20	28	22	22	24	14	283
Oct	19	22	26	15	23	27	18	21	29	22	22	23	14	281
Nov														0
Dec														0
Jan														0
Feb														0
March														0
April														0
May														0

Enrolled	7	2	1	2	5	3	1	2	9	1	2	2	3	40
Transferred	2	2	0	1	1	1	1	0	1	1	2	1	1	14
Total In/Out	9	4	1	3	6	4	2	2	10	2	4	3	4	54

Ended the 2017-2018 year with 264

Culbertson School Board Meeting

Superintendent's Report

October 22, 2018

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

October 1 st	Culbertson Town Council Meeting
October 3 rd	NEMASS Meeting @ Sidney
	District 2C Meeting @ Sidney
October 4 th	Volleyball vs. Fairview HERE
	Culbertson Lions Club Meeting
October 9 th	Culbertson Fire Department Meeting
October 11 th	Culbertson School Parent/Teacher Conferences
October 12 th	HS Volleyball vs. Froid/Lake HERE
October 13 th	JH Football vs. Circle HERE
	HS Football vs. Circle HERE
October 17 th	MSGIA Board Meeting @ Missoula
October 18 th	MCEL Conference @ Missoula
October 19 th	MCEL Conference @ Missoula
October 22 nd	Culbertson School Board Meeting
October 23 rd	Culbertson Fire Department Training
October 25 th	District Volleyball Tournament HERE
October 26 th	District Volleyball Tournament HERE
October 27 th	District Volleyball Tournament HERE
	HS Football Playoff Game HERE
October 29 th	JH Basketball vs. Circle HERE
November 1 st	Eastern C Division Volleyball Tournament @ Sidney*
	Culbertson Lions Club Meeting
November 2 nd	Eastern C Division Volleyball Tournament @ Sidney*
November 3 rd	Eastern C Division Volleyball Tournament @ Sidney*
	JH Basketball vs. Brockton HERE
November 5 th	Culbertson Town Council Meeting
November 8 th	State C Volleyball Tournament @ Bozeman*
November 9 th	State C Volleyball Tournament @ Bozeman*
November 10 th	State C Volleyball Tournament @ Bozeman*
November 13 th	Culbertson Fire Department Meeting
November 15 th	Culbertson Lions Club Meeting
November 19 th	Roose-Valley Special Education Cooperative Meeting @ Brockton
November 20 th	Culbertson School Board Meeting
November 27 th	Culbertson Fire Department Training
November 29 th	Culbertson 7-12 Music Concert
November 30 th	JH Basketball vs. Savage HERE

* If the Culbertson Team Qualifies

B. Other items for your consideration:

1. We continue to advertise the following position: K-12 World Language (Spanish).
2. A few of the deadlines for state and federal programs are: the Federal Carl Perkins (Career and Technical Education) application is due on October 31st. We receive roughly \$3,000 to \$4,000 annually. The fall accreditation report is due to OPI by October 31st, as well. I am currently working on both.
3. We will be hosting the District 1C Volleyball Tournament on October 25th, 26th, and 27th. We will also be hosting a first round playoff football game on Saturday, October 27th. The last time we hosted a playoff football game and the District Volleyball Tournament at the same time was back in October of 2010.
4. Many students are very busy with activities throughout the September and October months. The BPA students recently attend the state leadership workshop at Fairmont Hot Springs on October 7th and 8th. The State JMG Leadership Conference is slated for October 29th and 30th in Helena.

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 at any time.

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 14

AGENDA TITLE: 2018-2019 Guest Teacher Application(s)

SUMMARY: Attached please find the only application that has been submitted since our last regular meeting. I recommend approval pending background check.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 15

AGENDA TITLE: 2018-2019 Classified Staff Contract(s)
a. Substitute Staff

SUMMARY:

1. Cook's Helper(s):
I would like to recommend adding Joy Johnson as a substitute in the kitchen.
2. Activity Bus Driver(s):
I would like to recommend adding Kari Hauenstein as an Activity Bus Driver.
3. Bus Monitor(s)
I would like to recommend adding Joy Johnson as a Bus Monitor.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 16

AGENDA TITLE: 2018-2019 Extra-Curricular Contract(s)

SUMMARY:

- a. Junior High Boys' Basketball Coach:
Dave Solem would like to recommend Mitch Kaufman for this position.
- b. Junior High Girls' Basketball Coach:
Dave Solem would like to recommend Jennifer Lambert for this position.
- c. High School Boys' Basketball Assistant Coach(es):
I am waiting for a recommendation from Cody Stepler.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 17

AGENDA TITLE: High School School-Related Absences: Rodeo

SUMMARY: Attached please find the proposal from the Gilbert Family.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

Sept. 19th, 2018

We respectfully ask the Culbertson School Board to accept membership in the MHSRA as an acceptable school activity allowing for excused absence for MHSRA Events.

Montana High School Rodeo Association.

- MHSRA has strict grade requirements with submission of grades on a regular basis required to be able to compete.
- MHSRA offers opportunities for college scholarships with High School Seniors graduating in 2018 receiving 60,000 in scholarship moneys.
- High School Rodeo requires dedication and practice like any other school sport.
- Requires athletic ability as much as any school sport.
- Promotes discipline and responsibility for themselves and their equine partners.
- Have a strict code of ethics. I.E. No tobacco use, no alcohol use, no foul language.
- Strict dress code for competitors and their parents as well.
- Promotes teamwork.
- Promotes sportsmanship.
- Club environment like any school club. Speech and drama , Basketball, Football , Volley Ball, 4H or FFA which requires traveling to competitions.
- FFA and 4H are already approved as school accepted functions.
- Other Montana School boards have approved jr high and high school rodeo events as sanctioned school activities making absences excusable. I.E. Wibaux and Miles City, Fairview, Chouteau, this is just to name a few.
- Participants in High School Rodeo should be treated with the same respect and given the same concessions as other high school athletes whether it be a football player or a Speech club member.
- Montana high school rodeo policy parallels school policies in many aspects however many of the policies are actually stricter and apply both traveling to and from events as well as during the event.
- However a violation of the policies of the Montana High School Rodeo Association result in not a suspension for unacceptable behavior but an immediate and PERMANENT expulsion from the association.
- President of the Montana High School Rodeo Association would be glad to answer any questions you have. He can be reached at : Lane Yeager 406-466-2931, he is also a school board chairman for his town of Chouteau giving him a well-rounded approach to any concerns.
- Culbertson High School home of the Cowboys and Cowgirls deserves to have a competing member representing them at MHSRA events.
- **Financial aspects** : There is ZERO financial burden to the Culbertson school district as all expenses for entry and travel are covered by the competitors family and the MHSRA.

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 18

AGENDA TITLE: 8th Grade Participation in High School Girls' Basketball

SUMMARY: High School Girls' Basketball Coach, Valli Hauge, has conducted a high school survey to find that she expects only seven (7) high school girls to participate in the program starting in November. To assist the program Valli would like to respectfully request adding the 8th grade girls to the high school program beginning November 15th.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 19

AGENDA TITLE: 8th Grade Participation in High School Cheerleading

SUMMARY: I have received an email from Tiffany Nielsen, High School Cheer Coach, with a request to allow 8th grade students to participate in High School Cheerleading for the 2018-2019 school year. Tiffany anticipates seven (7) or less high school student cheerleaders this year. In the past the squad has comprised of up to ten (10) students. Last year the squad had a total of 7 students when new uniforms were purchased with that financial assistance of Sheridan Electric. If more than 6 girls and 1 boy participate, more uniforms will need to be ordered to accommodate the additional participants. Tiffany believes the female uniforms cost approximately \$150 each and the male uniforms cost approximately \$120. These costs do not include shipping.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 20

AGENDA TITLE: 6th Grade Participation in Junior High Girls' Basketball

SUMMARY: If the 8th Grade girls are permitted to participate with the high school program beginning November 15th, Jennifer Lamber (the junior high girls coach) would like to respectfully request that the 6th grade girls be allowed to participate in the junior high program beginning October 29th.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 21

AGENDA TITLE: Student Attendance Agreements - Lambert

SUMMARY: Lambert Public Schools has request approval of attendance agreements for the Joslin family and Martin family. I recommend the Board acknowledges receipt of the agreements and approves them if no transportation and/or tuition is charged.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 22

AGENDA TITLE: School Board Policy

SUMMARY: Attached please find four (4) separate policies for your consideration. This would be the first reading of the policy for a potential change. If agreeable, each policy will be posted for public comment and available for potential adoption at the November Board meeting.

- a. 1-04-159 Cost Allocation Plan
This policy is a new policy and is required by state law.
- b. 1-04-131 Tobacco Free
There is new language for "alternative nicotine product" that OPI would like to see added to our various tobacco related policies.
- c. 1-04-140 Drug, Alcohol, and Tobacco Use
Again, there is new language for "alternative nicotine product" that OPI would like to see added to our various tobacco related policies.
- d. 3-05-104 Breakfast/Lunch Program
The folks at the USDA are requiring some new language in our breakfast/lunch policies.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

proposed new
policy

1-04-159. Cost Allocation Plan.

The purpose of this cost allocation plan is to summarize, in writing, the methods and procedures that the Culbertson Public School will use to allocate costs to various programs, grants, contracts, and agreements.

OMB Circular A-21 "Cost Principles for Educational Institutions," establishes the principles for determining costs of grants, contracts and other agreements with the Federal Government. Culbertson Public School Cost Allocation Plan is based on the Direct Allocation Method described in OMB Circular A-21. The Direct Allocation Method treats all costs as direct costs except general administration and general expenses, i.e. indirect costs. Direct costs are those that can be identified specifically with a particular final cost objective. Indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective.

The general approach of the Culbertson Public Schools in allocating costs to particular objectives will be as follows:

1. All allowable direct costs are charged directly to programs, grants, activities, etc.
2. Allowable direct costs that can be identified to more than one program are prorated individually as direct costs using a base most appropriate to the particular cost being prorated.
3. Allowable costs that can be identified to student populations or the junior high and high school class schedules will be prorated using a base most appropriate to the particular costs being prorated.
4. All other allowable general and administrative costs (costs that benefit all programs and cannot be identified to a specific program) are allocated to programs, grants, activities, etc. using a base that results in an equitable distribution, contingent on the availability of general funding. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's total costs.
5. Allowable costs that can be identified as facilities expenses will be prorated using a base most appropriate to usable square footage, contingent on the availability of general funding. Facilities costs related to general and administrative activities are allocated to program based on the ratio of program square footage to total square footage.

Allowable cost must be reasonable, allocable, and consistently treated. If a cost cannot meet the listed criteria, it is unallowable. Unallowable costs are costs that are unallowable in accordance with OMB Circular A-21, including alcoholic beverages, lobbying, fundraising, entertainment, fines and penalties, etc. Lobbying and fundraising costs are unallowable, however, are treated as direct costs and allocated their share of general and administrative expenses.

Adopted:

Revised:

1-04-131. Tobacco Free Policy.

It is the responsibility of the Culbertson Public Schools to provide and insure a safe and healthful environment for the students, staff, and visiting public. The Board recognizes the rights and health of all individuals on all Culbertson School District Property and will provide an environment free of contaminants.

It has been determined by the Surgeon General of the United States that tobacco use of any kind is dangerous to individual health.

Therefore to establish a posture that is consistent with the goals stated above and to protect the health of our students, staff, and visiting public, the following policy will be implemented:

- A. Tobacco and electronic cigarettes/devices use will be prohibited on all Culbertson School District property, including all school grounds, buildings, and buses.
- B. Visitors to the school will be informed of this policy and will observe the tobacco free rules while on school district property for visitation, athletic events, education events, or business.
- C. All students will adhere to this policy.
- D. All school staff will adhere and enforce this policy.

Adopted: November 17, 1987
Revised: February 22, 2000
November 16, 2004
August 19, 2010
July 17, 2018

Proposed

1-04-131. **Tobacco Free Policy.**

It is the responsibility of the Culbertson Public Schools to provide and insure a safe and healthful environment for the students, staff, and visiting public. The Board recognizes the rights and health of all individuals on all Culbertson School District Property and will provide an environment free of contaminants.

It has been determined by the Surgeon General of the United States that tobacco use of any kind is dangerous to individual health.

Therefore to establish a posture that is consistent with the goals stated above and to protect the health of our students, staff, and visiting public, the following policy will be implemented:

- A. ~~Tobacco and electronic cigarettes/devices use will be prohibited on all Culbertson School District property, including all school grounds, buildings, and buses.~~
- A. ***Tobacco, electronic cigarettes/devices, and alternative nicotine product use will be prohibited on all Culbertson School District property, including all school grounds, buildings, and buses.***
- B. Visitors to the school will be informed of this policy and will observe the tobacco free rules while on school district property for visitation, athletic events, education events, or business.
- C. All students will adhere to this policy.
- D. All school staff will adhere and enforce this policy.

Adopted: November 17, 1987
Revised: February 22, 2000
November 16, 2004
August 19, 2010
July 17, 2018

1-04-140. Drug, Alcohol, and Tobacco Use.

Students have a right to attend school in an environment conducive to learning. The use of controlled drugs, alcohol, tobacco in any form including electronic innovation, and other intoxicants is illegal for students. These substances and tobacco are addictive and they interfere with the healthy development of children and adolescents. Drug and alcohol use is incompatible with effective learning and teaching. The Culbertson Schools hereby establish a policy to prevent the use of illicit drugs and alcohol by students and staff and to maintain a drug-free and tobacco-free educational environment.

The Culbertson Schools will not tolerate the possession, sale, use, or influence of tobacco, alcohol, intoxicants, other illegal and harmful drugs and drug paraphernalia in the schools, on school grounds, or at school sponsored activities.

The Culbertson Schools will commit to a comprehensive health education program which includes instruction in the prevention of drug and alcohol abuse, as well as an intervention and referral procedure for students and staff.

Drug Education Program. The substance abuse program will involve students, parents, teachers, and the community.

The substance abuse program will be age-appropriate and sequential K-12. Instruction will include basic explicit information on the health, legal, and social effects of tobacco and drugs; and general preventive education. The curriculum will be available for parents and others to consult, and shall meet the same expectation of the curriculum at CSP 1-01-100 to 106. Other programs such as DARE and LION'S Quest may supplement but not supplant the curriculum.

Standards of Conduct. The following conduct is prohibited and will subject an employee or student to disciplinary action, up to and including termination and expulsion.

For the purposes of this policy, "possession" means to consume or to have available any quantity of an illegal drug or alcohol.

For students, the possession, use, or selling of alcohol, other intoxicants, illegal drugs, drug paraphernalia or tobacco on school grounds or while participating in school-sponsored activities will result in disciplinary action and referral to law enforcement officials.

For staff, the possession, use, or selling of alcohol, other intoxicants, illegal drug, or drug paraphernalia, and tobacco on school grounds or while participating in school activities will result in disciplinary action. An exception will be made for the staff to smoke on school grounds only in designated smoking areas.

For the first report or suspected violation a conference will be scheduled with a supervisor who will document the conference in the employee's file. Suspected possession of illegal drugs will result in a referral for prosecution.

1-04-140. Drug, Alcohol, and Tobacco Use. (page 2)

For the second report involving alcohol the supervisor may require the employee to receive an evaluation from a licensed chemical dependency counselor at District expense. The employee will provide the District documentation of the assessment. If follow up or aftercare treatment is recommended, the employee will provide for same and submit documentation to the District of successful rehabilitation for reinstatement into their employment position. If the employee does not comply with this procedure, the District will initiate termination proceedings.

Second and subsequent tobacco violations will result in documented conferences with a supervisor. These reports will be placed in the employee's file and will be taken under consideration for evaluation, promotion, retention, and termination.

The District will cooperate with licensed professionals who recommend aftercare treatment in conjunction with staff or student rehabilitation provided the health and safety of other staff and students is not jeopardized.

Administrative Procedures and Policy Review. A copy of this policy will be made available to all staff and parents.

This policy shall undergo periodic review. The educational portion shall be reviewed in the same curriculum review cycle as the K-12 health program. Attitudes of students will be assessed through the Youth Risk Behavior Survey. Each year the Board will review a report of all incidents reported, confirm the accuracy of the report, and make some assessment of the effectiveness of the program.

This policy shall be Board reviewed periodically.

Adopted:

Revised: February 22, 2000
November 16, 2004
July 17, 2018

1-04-140. **Drug, Alcohol, Tobacco, and *Alternative Nicotine Product* Use.**

Students have a right to attend school in an environment conducive to learning. The use of controlled drugs, alcohol, tobacco, ***alternative nicotine products*** in any form including electronic innovation, and other intoxicants is illegal for students. These substances and tobacco are addictive and they interfere with the healthy development of children and adolescents. Drug and alcohol use is incompatible with effective learning and teaching. The Culbertson Schools hereby establish a policy to prevent the use of illicit drugs and alcohol by students and staff and to maintain a drug-free and tobacco-free educational environment.

The Culbertson Schools will not tolerate the possession, sale, use, or influence of tobacco, ***alternative nicotine product*** alcohol, intoxicants, other illegal and harmful drugs and drug paraphernalia in the schools, on school grounds, or at school sponsored activities.

The Culbertson Schools will commit to a comprehensive health education program which includes instruction in the prevention of drug and alcohol abuse, as well as an intervention and referral procedure for students and staff.

Drug Education Program. The substance abuse program will involve students, parents, teachers, and the community.

The substance abuse program will be age-appropriate and sequential K-12. Instruction will include basic explicit information on the health, legal, and social effects of tobacco, drugs and ***alternative nicotine products***; and general preventive education. The curriculum will be available for parents and others to consult, and shall meet the same expectation of the curriculum at CSP 1-01-100 to 106. Other programs such as DARE and LION'S Quest may supplement but not supplant the curriculum.

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For students, the possession, use, or selling of alcohol, other intoxicants, illegal drugs, drug paraphernalia or tobacco or ***alternative nicotine products*** on school grounds or while participating in school-sponsored activities will result in disciplinary action and referral to law enforcement officials.

For staff, the possession, use, or selling of alcohol, other intoxicants, illegal drug, or drug paraphernalia, tobacco, and ***alternative nicotine products*** on school grounds or while participating in school activities will result in disciplinary action. An exception will be made for the staff to smoke on school grounds only in designated smoking areas.

1-04-140. **Drug, Alcohol, Tobacco, and *Alternative Nicotine Product* Use.** (page 2)

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For the second report involving alcohol the supervisor may require the employee to receive an evaluation from a licensed chemical dependency counselor at District expense. The employee will provide the District documentation of the assessment. If follow up or aftercare treatment is recommended, the employee will provide for some and submit documentation to the District of successful rehabilitation for reinstatement into their employment position. If the employee does not comply with this procedure, the District will initiate termination proceedings.

Second and subsequent tobacco *and/or alternative nicotine product* violations will result in documented conferences with a supervisor. These reports will be placed in the employee's file and will be taken under consideration for evaluation, promotion, retention, and termination.

The District will cooperate with licensed professionals who recommend aftercare treatment in conjunction with staff or student rehabilitation provided the health and safety of other staff and students is not jeopardized.

Administrative Procedures and Policy Review. A copy of this policy will be made available to all staff and parents.

This policy shall undergo periodic review. The educational portion shall be reviewed in the same curriculum review cycle as the K-12 health program. Attitudes of students will be assessed through the Youth Risk Behavior Survey. Each year the Board will review a report of all incidents reported, confirm the accuracy of the report, and make some assessment of the effectiveness of the program.

This policy shall be Board reviewed periodically.

Adopted:

Revised: February 22, 2000
November 16, 2004
July 17, 2018

Current

3-05-104. Breakfast/Lunch Program.

The breakfast and hot lunch program shall be available to all pupils who attend Culbertson Schools. Good eating habits and good manners are expected in the lunchroom. The school breakfast/lunch program should be a learning situation and an extension in the day's total learning environment.

The price of breakfast and lunch will be determined annually.

Students are expected to behave at lunch time and practice good eating habits.

Parents may apply for free or reduced meals. This procedure must be carried out annually with the school secretary.

No food is to be taken from the lunch room by students. All foods that cannot be of further use to the program are to be disposed of.

Adopted:

Revised: May 16, 2000

3-05-104. **Breakfast and Lunch Program.**

The breakfast and hot lunch program shall be available to all pupils who attend the Culbertson School District. Good eating habits and good manners are expected in the lunchroom. The school breakfast and lunch program should be a learning situation and an extension in the day's total learning environment. Students are expected to behave at meal time and practice good eating habits. No food is to be taken from the lunch room by students. All foods that cannot be of further use to the program are to be disposed of.

Prices of breakfast and lunch meals will be determined annually by the Culbertson School Board.

The District will provide free and reduced-priced meals to students, according to the terms of the National School Lunch Program and the laws, rules and regulations of the state. The District will inform parents of the eligibility standards for free or reduced-priced meals. Identity of students receiving free or reduced-price meals will be confidential, in accordance with National School Lunch Program guidelines. Parents may apply for free or reduced-priced meals, and the applications must be completed annually with school personnel. A parent has the right to appeal to a designated hearing official any decision with respect to his or her application for free or reduced-price food services.

Meal Charge Policy

Note: For the purpose of this policy, "parents" includes guardian, caretaker relative, and any adult responsible for the care of the child.

The goal of the Culbertson School District is to allow children to receive the nutrition they need to stay focused during the school day, minimize the identification of children with insufficient funds to pay for school meals, and maintain the financial integrity of the food service account. The purpose of this policy is to ensure compliance with federal reporting requirements for the USDA Child Nutrition Program and to provide oversight and accountability for the collection of outstanding student meal balances. The District complies with Federal USDA policies on meal charging and debt collection.

All meal charges must be paid regularly and directly to the Culbertson School District in the form of cash, check or credit card (available via the school website and third party vendor). Parents may leave money on credit in their school food service accounts to be forwarded to the next school year. Credits on school food service accounts will be refunded to the parent upon request.

It is the responsibility of the parents to maintain the pre-paid, school food service accounts and monitor that the prescribed forms of payments are appropriately applied. Any disputes on account credits must be made within 30 days of the payment in question.

Parents must make every effort to pay their meal charges in full on a regular basis. Any school food service accounts that have negative balances longer than 60 days without any form of payment or an administratively-approved payment plan will be considered delinquent.

3-05-104. Breakfast and Lunch Program. (page 2)

Unpaid meal charges up to \$20 may be carried over at the end of the school year; however, will still be considered delinquent. School food service account notices will be mailed, at a minimum, monthly and may be electronically submitted weekly, if the parents provided the appropriate email address.

Administration will take appropriate action deemed necessary to collect unpaid meal charges (i.e. delinquent school food service accounts) while ensuring the nutritional needs of the student are met in providing the student with a regular meal, and that those efforts will not have a negative impact on the children involved, but focus primarily on the parents responsible for providing funds for meal purchases. When all collection efforts have been exhausted, the Culbertson School District Board of Trustees may reclassify the delinquent accounts as bad debt, and by definition, uncollectable. Bad debt must be written off as an operating loss. This loss may not be absorbed by the school food service accounts and must be restored using non-federal monies. Once delinquent meal charges are converted to bad debt, records relating to those charges must be maintained in accordance with the record retention requirements.

Adopted:

Revised: May 16, 2000

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 23

AGENDA TITLE: Volunteer Student Resource Officer

SUMMARY: You may have read an article in a recent Wolf Point Herald News edition that detailed the Roosevelt County Sheriff's Department requesting permission from the Roosevelt County Commissioners Office to allow for Frederick Lee to be a Volunteer Student Resource Officer in various schools in the county. Office Lee would like to come to the Culbertson School one day per week on a volunteer basis. I am asking the Board's permission to allow Officer Lee to be on campus as a Volunteer Student Resource Officer.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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

MEETING DATE: 10-22-2018

AGENDA ITEM #: 24

AGENDA TITLE: 2018-2019 Goals

SUMMARY: Last year the Board identified the following goals in December:

- Finish concrete parking lot west of the new elementary addition.
- Review elementary mathematics curriculum.
- Innovative incentive program for staff.
- Develop quiet area north of high school wing.
- Farm to table program.
- Review school board policies.

I look forward to visiting with the Board about continuing to pursue these goals plus the addition of any new goals that the Board may wish to consider.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Anderson					
Bergum					
Colvin					

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.