

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

NOTICE OF REGULAR SCHOOL BOARD MEETING  
**Tuesday--June 21, 2022, 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. May 17, 2022 (Technology Committee Meeting)
  - b. May 17, 2022 (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**

14. Action, Board Policy - 2<sup>nd</sup> Reading
15. Action, 2022-2023 Class Schedule
16. Action, Unanticipated Non-Levy Revenue Expenditures

**NEW BUSINESS**

17. Action, Resignation
18. Action, 2022-2023 Teacher Contract(s)/Assignment(s)
  - a. 3<sup>rd</sup> Grade
19. Action, 2022-2023 Classified Staff Contact(s)
  - a. Title I Aide
  - b. Custodian
20. Action, 2022-2023 Extra-Curricular Contact(s)
  - a. High School Track Head Coach
  - b. High School Golf Head Coach
21. Action, Budget Amendment Resolution
22. Action, 2022-2023 School Board Memberships
  - a. Montana School Boards Association
  - b. Montana Rural Education Association
  - c. Montana Quality Education Coalition
  - d. Montana Cooperative Services
23. Action, School Board Policy – First Reading
24. Action, 2022-2023 Professional Growth Allocation
25. Action, Impact Aid Policy Review
26. Action 2022-2023 Graduation Date
27. Action, Void Warrants
28. Action, MSGIA Property and Liability Insurance Policy Renewal

**PUBLIC COMMENT FOR NON-AGENDA ITEMS**

- 29.

**REPORTS (Continued)**

30. Information, Trustees Reports/Requests.

**DATE/TIME FOR NEXT MEETING**

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

**ADJOURNMENT**

32. Time of adjournment: \_\_\_\_\_

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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.

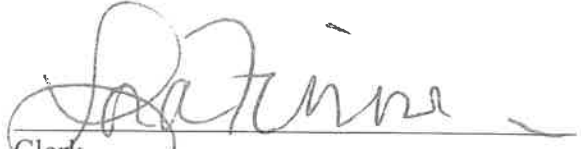
Thank you.

SCHOOL BOARD MINUTES  
COMMITTEE MEETING  
May 17, 2022  
Tuesday – 6:00 p.m.

The Technology Committee met for discussion on technology budget on May 17, 2022 at 6:02 p.m. Trustees present were: Eric Bergum, Mark Colvin, Paul Finnicum, and Ian Walker. Representatives were: Larry Crowder, Mike Olson and Lora Finnicum.

Visitors were recognized. Notice for public comment given. Committee discussed the proposed 2022-2023 Technology Budget with renewals and requests. Liability insurance companies are requesting increased cyber security protocols. The technology plan was presented for 2022-2025. Meeting adjourned at 6:08 p.m.

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

  
Clerk

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 17, 2022  
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, May 17, 2022, at 6:30 p.m. Trustees present were: Paul Finnicum, Eric Bergum, Mark Colvin, and Ian Walker. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

Mark Colvin made motion to approve the agenda. Ian Walker seconded the motion. Motion carries unanimously. Notice of public comment was given.

School election results were canvassed: For Three-Year Trustee Shadd Cullinan 82, Ian Walker 122, Spoiled 6. Eric Bergum made motion to validate the election results. Mark Colvin seconded motion. Motion carries unanimously. Newly elected trustee Ian Walker was sworn in. Chair calls for reorganization of the Board. Eric Bergum made nomination for Paul Finnicum as Chair. No further nominations were received. Eric Bergum made nomination for Mark Colvin as Vice-Chair. No further nominations were received. Eric Bergum made motion to appoint Lora Finnicum as District Clerk. Ian Walker seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve the minutes of April 19<sup>th</sup> (policy committee), April 19<sup>th</sup> (regular board), and May 2, 2022 (special board) meeting(s). Ian Walker seconded motion. Motion carries unanimously.

Eric Bergum made motion to pay the May bills, approve investments, note cash and extra-curricular balances. Mark Colvin seconded the motion. Motion carries unanimously. Payroll warrants #1331 to #1540 and claims warrants #10494 to #10552 were written.

Reports were presented. Staff expressed thanks to the Board for all the goodies as well as the bonus during Staff Appreciation Week. Mary Machart reported that eleven students placed in the state Chamber of Commerce Prospects Program for young entrepreneurs. Comment received on the condition of elementary track uniforms. Mr. Solem would get replacement quotes. Meeting held with OPI regarding the smarter balance testing. Request received to post an ACT summary report when available.

No comments received on posted policies. Eric Bergum made motion to adopt the policies as presented. Ian Walker seconded motion. Motion carries unanimously.

Mark Colvin made motion to accept resignations from Onesti Lapp and Tessa Rumsey. Ian Walker seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Logan Nickoloff for 2022-23 as Ag Ed teacher. Eric Bergum seconded motion. Required advertisements were placed. Emergency certification application will be submitted. Motion carries unanimously.

Eric Bergum made motion to hire the following classified staff for 2022-2023: Christian Damm as Cook's Helper/Custodian, April Deen as Title I Aide, Paula Dehner as Aide, Karen Eggett as Custodial Director, Samantha Ellerton as Sped Aide, Teri George as Head Cook, Keri Hauenstein as JOM/Title VI Home/School Coordinator, Amy Jones as Custodian, Jennifer

SCHOOL BOARD MINUTES

REGULAR MEETING

May 17, 2022

Tuesday – 6:30 p.m.

Lambert as Title I Aide, Rhonda Larsen as School Secretary, Shelby Manning as JMG Specialist, Sande Marchwick-Wix as Sped Aide, Roxanne Nickoloff as Cook's Helper, Austin Oelkers as Maintenance Director, Kaylynn Raaum as Activities Secretary, Jennifer Struna as Cook's Helper, Taleasha Stuber as Office Aide, Richard Weber as Custodian, John Wilson as Maintenance. Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Dave Solem as Activities Director for 2022-2023. Eric Bergum seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve the JH/HS class schedule for 2022-2023. Ian Walker seconded motion. Mr. Crowder was asked to research if students can receive a PE credit for playing in sports. PE classes listed were general and could be geared toward weightlifting. Concerns expressed on the trimester schedule and if students should take year-long core classes. The schedule will be reviewed for gaps. Board tabled.

Mark Colvin made motion to approve the 2022-2023 PIR day plan as presented. Ian Walker seconded motion. Motion carries unanimously.

Technology Committee met. Eric Bergum made motion to approve the 2022-2023 Technology Budget as presented. Mark Colvin seconded motion. Motion carries unanimously. Eric Bergum made motion to approve the 2022-2025 Technology Plan as presented. Mark Colvin seconded motion. Motion carries unanimously.

Board received a union request to donate emergency and comp leave to cover the needs of another staff member. Mark Colvin made motion to approve the one-time donation as requested. Eric Bergum seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve the 2022-2023 Roose-Valley Sped Cooperative Interlocal Agreement. Ian Walker seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve the MHSA dues application for 2022-2023. Ian Walker seconded motion. Board requested an interest survey each year in the spring prior to the application. Motion carries unanimously.

Mark Colvin made motion to approve the vehicle rental rates for the school van at 30 cents per mile and a school bus at 50 cents per mile. Eric Bergum seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve the Missoula Children's Theatre contract for \$2,800 for 2022-2023. Eric Bergum seconded motion. Motel costs would be additional. MASBO p-card rebate money and the District will cover costs. Motion carries unanimously.

Mark Colvin made motion to approve the Lambert School transportation agreements for 2021-2022. Ian Walker seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 17, 2022  
Tuesday – 6:30 p.m.

Eric Bergum made motion to approve closure of the Class of 2021 student account. Ian Walker seconded motion. Account has a zero balance. Motion carries unanimously.

Mark Colvin made motion to approve the budget amendment proclamation for \$200,000 in the elementary general fund and \$100,000 in the high school from unanticipated oil and gas reserves. Ian Walker seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve a one-time classified wage adjustment of five percent. Ian Walker seconded motion. This adjustment is in addition to the normal wage percentage increases. Motion carries unanimously.

Board reviewed facility projects to consider using additional non-levy revenue. Cost estimates are still needed on some items. Facility Committee to be scheduled. Question received if grants are available to renovate the Old Armory. Board tabled.

Eric Bergum made motion to post the presented board policies. Mark Colvin seconded motion. Motion carries unanimously.

Eric Bergum made motion to continue supervised weight room hours during the summer from 4pm-8pm. Ian Walker seconded motion. Staff would be contacted for availability. Usage would be monitored. Motion carries unanimously.

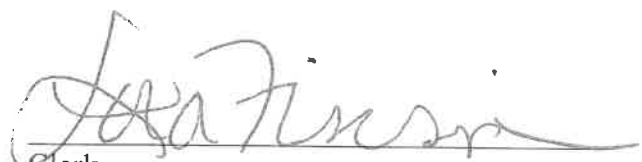
Ian Walker made motion to hire Rachel Glavin as Summer Custodian. Mark Colvin seconded motion. Motion carries unanimously.

2020-2021 Audit Report was presented with no corrective actions. Ian Walker made motion to approve the report. Mark Colvin seconded motion. Motion carries unanimously.

School Board committees were reviewed and remain the same with the addition of Anderson on Negotiations. Notice for public comment for non-agenda items was given. Next regular board meeting scheduled for June 21, 2022. Meeting adjourned at 7:46 p.m.

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Chairman of the Board



Clerk

**CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT**  
**for the month of MAY 31, 2022**

| A                 | B                 | C            | D              | E               | F             | G              | H                 | I        |
|-------------------|-------------------|--------------|----------------|-----------------|---------------|----------------|-------------------|----------|
| FUND              | BEGINNING BALANCE | RECEIPTS     | INVESTMENTS IN | INVESTMENTS OUT | DISBURSEMENTS | ENDING BALANCE | TREASURER BALANCE | VARIANCE |
| <b>GENERAL</b>    | 59,207.24         | 302,739.27   | 199,035.00     | 115,498.00      | 354,582.43    | 90,901.08      | 90,901.08         | 0.00     |
| <b>TRANSFER</b>   | 7,493.42          | 60,215.21    | 63,704.00      | 36,714.00       | 70,049.49     | 24,649.14      | 24,649.14         | -        |
| <b>RETIREMENT</b> | 19,404.89         | 64,267.76    | 140,640.00     | 107,054.00      | 53,244.21     | 64,014.44      | 64,014.44         | -        |
| <b>MISC</b>       | (39,043.92)       | 625.00       | -              | -               | 207,620.54    | (246,039.46)   | (246,039.46)      | -        |
| Misc              | 5,385.57          | 625.00       | -              | -               | -             | 6,010.57       | -                 | -        |
| Title             | (9,410.40)        | -            | -              | -               | 34,446.13     | (43,856.53)    | -                 | -        |
| ESSER II          | (479.13)          | -            | -              | -               | 16,001.02     | (16,480.15)    | -                 | -        |
| ESSER III         | (40,390.24)       | -            | -              | -               | 139,350.28    | (179,740.52)   | -                 | -        |
| Ind Ed            | (2,558.48)        | -            | -              | -               | 7,768.46      | (10,326.94)    | -                 | -        |
| JMG               | -                 | -            | -              | -               | -             | -              | -                 | -        |
| SRS               | (1,359.61)        | -            | -              | -               | 9,482.39      | (10,842.00)    | -                 | -        |
| JOM               | 9,768.37          | -            | -              | -               | 572.26        | 9,196.11       | -                 | -        |
| <b>AD ED</b>      | 20.02             | 3,381.34     | 9,132.00       | 9,617.00        | 1,627.50      | 1,288.86       | 1,288.86          | -        |
| <b>COMPA</b>      | 1.00              | 0.97         | 7,831.00       | 6,002.00        | 1,829.18      | 1.79           | 1.79              | 0.00     |
| <b>IMPACT</b>     | 0.48              | 6.07         | 49,254.00      | 31,499.00       | 17,755.00     | 6.55           | 6.55              | (0.00)   |
| <b>TECH</b>       | 0.79              | -            | 5.00           | 5.00            | -             | 0.79           | 0.79              | 0.00     |
| <b>FLEX</b>       | -                 | 89,864.53    | -              | 86,864.00       | -             | 3,000.53       | 3,000.53          | -        |
| <b>PR</b>         | 6,300.03          | 924,480.07   | -              | -               | 378,747.59    | 552,032.51     | 552,032.51        | -        |
| <b>CL</b>         | 2,305.65          | 207,787.29   | -              | -               | 124,366.18    | 85,726.76      | 85,726.76         | -        |
| <b>ELEM</b>       | 55,689.60         | 1,653,367.51 | 469,601.00     | 393,253.00      | 1,209,822.12  | 575,582.99     | 575,582.99        | 0.00     |
| <b>GENERAL</b>    | 44,314.92         | 250,541.97   | 45,938.00      | 83,635.00       | 238,755.47    | 18,404.42      | 18,404.42         | 0.00     |
| <b>TRANSFER</b>   | 5,372.00          | 52,139.82    | 763.00         | 1,664.00        | 44,470.74     | 12,140.08      | 12,140.08         | 0.00     |
| <b>LUNCH</b>      | 12,656.32         | 17,998.13    | -              | 1,171.00        | 29,483.04     | 0.41           | 0.41              | (0.00)   |
| <b>RETIREMENT</b> | 13,798.56         | 33,859.27    | 110,765.00     | 84,341.00       | 40,385.65     | 33,696.18      | 33,696.18         | -        |
| <b>MISC</b>       | 5,162.30          | -            | -              | -               | 3,131.47      | 2,030.83       | 2,030.83          | -        |
| Misc              | 879.30            | -            | -              | -               | -             | 879.30         | -                 | -        |
| ESSER             | -                 | -            | -              | -               | -             | -              | -                 | -        |
| AG                | 4,283.00          | -            | -              | -               | 2,270.27      | 2,012.73       | -                 | -        |
| BUS               | -                 | -            | -              | -               | -             | -              | -                 | -        |
| JMG               | -                 | -            | -              | -               | 861.20        | (861.20)       | -                 | -        |
| Perkins           | 0.00              | -            | -              | -               | -             | 0.00           | -                 | -        |
| <b>AD ED</b>      | 20.49             | 3,314.47     | 10,067.00      | 10,519.00       | 1,627.50      | 1,255.46       | 1,255.46          | -        |
| <b>DR ED</b>      | 1.55              | 0.70         | 5,702.00       | 5,703.00        | -             | 1.25           | 1.25              | (0.00)   |
| <b>COMPA</b>      | 1.63              | 1.02         | 8,240.00       | 8,241.00        | -             | 1.65           | 1.65              | (0.00)   |
| <b>IMPAC</b>      | 0.59              | 63,623.06    | 16,708.00      | 71,329.00       | 9,000.00      | 2.65           | 2.65              | (0.00)   |
| <b>TECH</b>       | 0.89              | -            | -              | -               | -             | 0.89           | 0.89              | 0.00     |
| <b>FLEX</b>       | 0.84              | -            | 2.00           | 2.00            | -             | 0.84           | 0.84              | -        |
| <b>ENDOW</b>      | 10,183.20         | 26.74        | 216,903.00     | 227,086.00      | -             | 26.94          | 26.94             | (0.00)   |
| <b>HS</b>         | 91,513.29         | 421,505.18   | 415,088.00     | 493,691.00      | 366,853.87    | 67,561.60      | 67,561.60         | 0.00     |
| <b>TOTAL</b>      | 147,202.89        | 2,074,872.69 | 884,689.00     | 886,944.00      | 1,576,675.99  | 643,144.59     | 643,144.59        | 0.00     |

**CULBERTSON SCHOOL DISTRICT**  
**Cash Equivalent Accounts Summary**  
 May 31, 2022

|   | Beginning<br>Balance  | Receipts<br><i>reconciled</i><br><i>bank credits</i> | Expenses<br><i>reconciled</i><br><i>bank debits</i> | Ending<br>Balance   |
|---|-----------------------|--|---|---------------------|
| <b>General Funds 101 &amp; 201 - Asset 102:</b>                   |                       |  |   |                     |
| First Community Bank<br>Hot Lunch Revolving<br>Account No. 335266 | \$ 1,253.45           | \$ 776.30  | \$ 592.45   | \$ 1,437.30         |
| First Community Bank<br>Savings<br>Account No. 5000521            | \$ 0.89               | \$ -   | \$ -  | \$ 0.89             |
| First Community Bank<br>Pcard<br>Account No. 4205644              | \$ 1,223.80           | \$ 36,300.93   | \$ 36,315.87  | \$ 1,208.86         |
| Synovus<br>AFLAC Cafeteria Plan<br>Account No. 000-329-492-7      | \$ 13,939.94          | \$ 1,683.34  | \$ 763.61   | \$ 14,859.67        |
| <b>Cash Equivalent Total</b>                                      | <b>\$ 16,418.08</b>   | <b>\$ 38,760.57</b>                                  | <b>\$ 37,671.93</b>                                 | <b>\$ 17,506.72</b> |
|   | Fund 101 Balance: \$  | 8,753.36   | Fund 201 Balance: \$                                | 8,753.36            |
|   | 102 Debit (Credit) \$ | 544.32   | 970 Credit (Debit) \$                               | 544.32              |

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

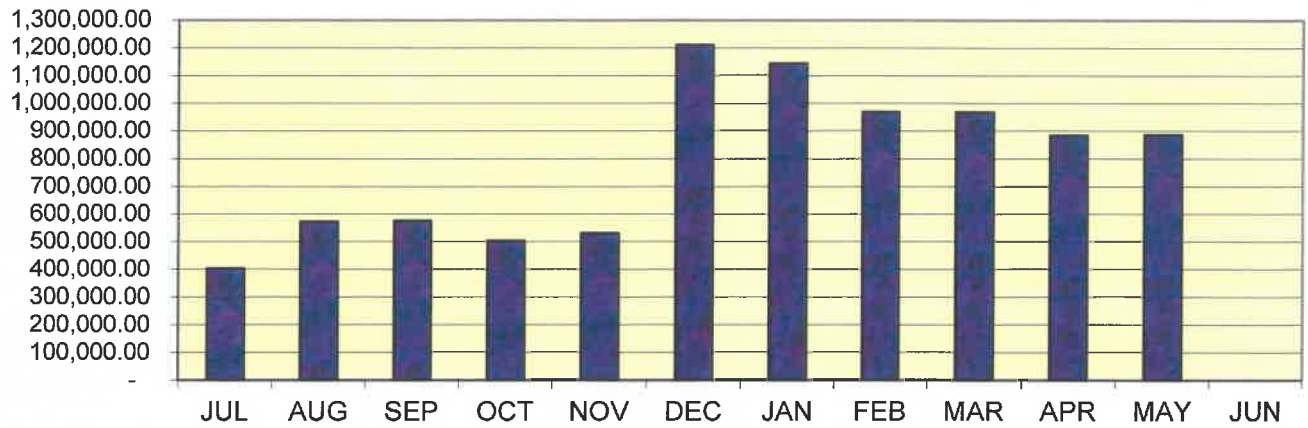
|  |                       |             |                       |                  |
|--|-----------------------|-------------|-----------------------|------------------|
| First Community Bank<br>Petty Cash<br>Account No. 332364 | \$ 300.00             | \$ -        | \$ -                  | \$ 300.00        |
| <b>Cash Equivalent Total</b>                             | <b>\$ 300.00</b>      | <b>\$ -</b> | <b>\$ -</b>           | <b>\$ 300.00</b> |
|  | Fund 101 Balance: \$  | 150.00      | Fund 201 Balance: \$  | 150.00           |
|  | 103 Debit (Credit) \$ | -           | 970 Credit (Debit) \$ | -                |

**Activities Fund 284 - Asset 102:**

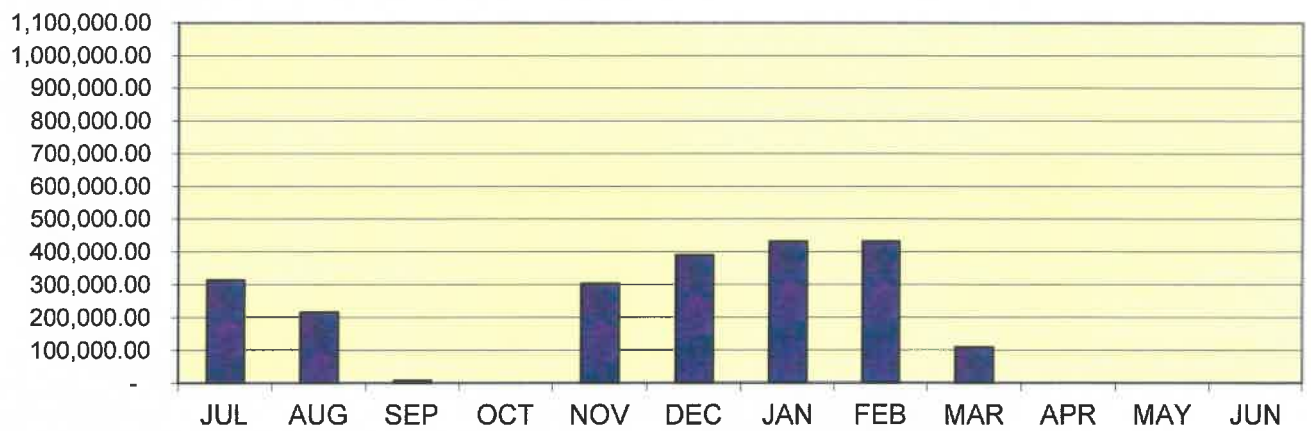
|  |                       |                    |                     |                     |
|--|-----------------------|--------------------|---------------------|---------------------|
| First Community Bank<br>Activities<br>Account No. 332356 | \$ 97,829.50          | \$ 8,703.37        | \$ 26,588.05        | \$ 79,944.82        |
| <b>Cash Equivalent Total</b>                             | <b>\$ 97,829.50</b>   | <b>\$ 8,703.37</b> | <b>\$ 26,588.05</b> | <b>\$ 79,944.82</b> |
|  | 102 Debit (Credit) \$ | (17,884.68)        | 970 Credit (Debit)  |                     |

|                | JUL               | AUG               | SEP               | OCT               | NOV               | DEC                 | JAN                 | FEB               | MAR               | APR               | MAY               | JUN              |
|----------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|---------------------|-------------------|-------------------|-------------------|-------------------|------------------|
| 101 General    | -                 | 27,311.00         | 45,893.00         | -                 | 38,712.00         | 307,837.00          | 261,013.00          | 288,402.00        | 260,020.00        | 199,035.00        | 115,498.00        | -                |
| 110 Transport  | -                 | 113,506.00        | 92,934.00         | 77,335.00         | 61,615.00         | 142,093.00          | 123,243.00          | 107,750.00        | 85,059.00         | 63,704.00         | 36,714.00         | -                |
| 114 Retirement | 85,561.00         | 86,665.00         | 70,779.00         | 51,628.00         | 75,258.00         | 127,700.00          | 167,875.00          | 170,195.00        | 156,777.00        | 140,640.00        | 107,054.00        | -                |
| 115 Misc Fed   | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 117 Adult Ed   | 6,412.00          | 6,491.00          | 6,310.00          | 6,314.00          | 4,974.00          | 9,581.00            | 9,531.00            | 9,541.00          | 9,346.00          | 9,132.00          | 9,617.00          | -                |
| 121 Comp Abs   | 10,713.00         | 10,714.00         | 10,715.00         | 10,496.00         | 10,497.00         | 9,090.00            | 9,002.00            | 7,829.00          | 7,830.00          | 7,831.00          | 6,002.00          | -                |
| 126 Impact Aid | 28.00             | 28.00             | 28.00             | 50,752.00         | 39,369.00         | 18,230.00           | 21,655.00           | 3,562.00          | 656.00            | 49,254.00         | 31,499.00         | -                |
| 128 Technology | 2.00              | 972.00            | 972.00            | 780.00            | 742.00            | 635.00              | 160.00              | 160.00            | 5.00              | 5.00              | 5.00              | -                |
| 129 Flex       | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | 86,864.00         | -                |
| 201 General    | -                 | -                 | -                 | -                 | -                 | 144,540.00          | 116,002.00          | 109,826.00        | 76,744.00         | 45,938.00         | 83,635.00         | -                |
| 210 Transport  | 27,204.00         | 38,547.00         | 23,001.00         | 11,898.00         | -                 | 59,509.00           | 45,627.00           | 34,507.00         | 18,228.00         | 763.00            | 1,664.00          | -                |
| 212 Hot Lunch  | 1,146.00          | 1,146.00          | -                 | -                 | -                 | -                   | 473.00              | -                 | -                 | -                 | 1,171.00          | -                |
| 214 Retirement | 50,343.00         | 108,341.00        | 96,000.00         | 95,293.00         | 94,915.00         | 117,378.00          | 136,321.00          | 135,941.00        | 122,789.00        | 110,765.00        | 84,341.00         | -                |
| 215 Misc Fed   | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 217 Adult Ed   | 8,090.00          | 8,181.00          | 8,001.00          | 8,005.00          | 6,641.00          | 10,502.00           | 10,399.00           | 10,409.00         | 10,211.00         | 10,067.00         | 10,519.00         | -                |
| 218 Drivers Ed | 2,856.00          | 4,283.00          | 5,697.00          | 5,698.00          | 5,699.00          | 5,700.00            | 5,700.00            | 5,701.00          | 5,702.00          | 5,702.00          | 5,703.00          | -                |
| 221 Comp Abs   | 8,526.00          | 8,527.00          | 8,528.00          | 8,308.00          | 8,309.00          | 8,251.00            | 8,237.00            | 8,238.00          | 8,239.00          | 8,240.00          | 8,241.00          | -                |
| 226 Impact Aid | 3,689.00          | 3,690.00          | 3,690.00          | 22,595.00         | 22,596.00         | 22,599.00           | 22,601.00           | 3.00              | 6.00              | 16,708.00         | 71,329.00         | -                |
| 228 Technology | -                 | 629.00            | 628.00            | 595.00            | 595.00            | 595.00              | 21.00               | 21.00             | -                 | -                 | -                 | -                |
| 229 Flex       | 2.00              | 3.00              | 2.00              | 2.00              | 2.00              | 2.00                | 2.00                | 2.00              | 2.00              | 2.00              | 2.00              | -                |
| 281 Endow      | 199,758.00        | 154,718.00        | 203,348.00        | 154,286.00        | 161,461.00        | 227,357.00          | 206,995.00          | 77,953.00         | 206,970.00        | 216,903.00        | 227,086.00        | -                |
| <b>TOTAL</b>   | <b>404,330.00</b> | <b>573,752.00</b> | <b>576,526.00</b> | <b>503,985.00</b> | <b>531,385.00</b> | <b>1,211,599.00</b> | <b>1,144,857.00</b> | <b>970,040.00</b> | <b>968,584.00</b> | <b>884,689.00</b> | <b>886,944.00</b> | -                |
|                | JUL               | AUG               | SEP               | OCT               | NOV               | DEC                 | JAN                 | FEB               | MAR               | APR               | MAY               | JUN              |
| 101 General    | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 110 Transport  | 42,791.00         | 47,590.00         | -                 | -                 | 15,467.00         | 10,587.00           | -                   | -                 | -                 | -                 | -                 | -                |
| 114 Retirement | 10,633.00         | -                 | -                 | -                 | 27,466.00         | 72,524.00           | 90,014.00           | 90,014.00         | -                 | -                 | -                 | -                |
| 115 Misc Fed   | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 117 Adult Ed   | 4,713.00          | -                 | -                 | -                 | 7,464.00          | 8,582.00            | 9,067.00            | 9,067.00          | -                 | -                 | -                 | -                |
| 121 Comp Abs   | 5,264.00          | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 126 Impact Aid | 18.00             | -                 | -                 | -                 | 12,545.00         | -                   | 26,153.00           | 26,153.00         | -                 | -                 | -                 | -                |
| 128 Technology | 1.00              | -                 | -                 | -                 | 1,061.00          | 789.00              | 738.00              | 738.00            | -                 | -                 | -                 | -                |
| 129 Flex       | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 201 General    | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 210 Transport  | 33,623.00         | 20,177.00         | -                 | -                 | 52,274.00         | 60,834.00           | 53,547.00           | 53,547.00         | -                 | -                 | -                 | -                |
| 212 Hot Lunch  | 1,888.00          | -                 | -                 | -                 | -                 | 9,888.00            | 12,674.00           | 12,674.00         | -                 | -                 | -                 | -                |
| 214 Retirement | 20,844.00         | -                 | -                 | -                 | 92,921.00         | 112,016.00          | 131,983.00          | 131,983.00        | -                 | -                 | -                 | -                |
| 215 Misc Fed   | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 217 Adult Ed   | 4,663.00          | 4,045.00          | -                 | -                 | 7,251.00          | 8,494.00            | 8,999.00            | 8,999.00          | -                 | -                 | -                 | -                |
| 218 Drivers Ed | 313.00            | 2,563.00          | -                 | -                 | 2,564.00          | 2,564.00            | 2,564.00            | 2,564.00          | -                 | -                 | -                 | -                |
| 221 Comp Abs   | 3,341.00          | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 226 Impact Aid | 11.00             | 845.00            | -                 | -                 | -                 | -                   | 49.00               | 49.00             | -                 | -                 | -                 | -                |
| 228 Technology | -                 | -                 | -                 | -                 | 565.00            | 565.00              | 552.00              | 552.00            | -                 | -                 | -                 | -                |
| 229 Flex       | 2.00              | 2.00              | -                 | -                 | 2.00              | 2.00                | 2.00                | 2.00              | -                 | -                 | -                 | -                |
| 281 Endow      | 186,114.00        | 140,553.00        | 6,980.00          | -                 | 83,828.00         | 102,394.00          | 95,225.00           | 95,225.00         | 109,742.00        | -                 | -                 | -                |
| <b>TOTAL</b>   | <b>314,219.00</b> | <b>215,775.00</b> | <b>6,980.00</b>   | -                 | <b>303,408.00</b> | <b>389,239.00</b>   | <b>431,567.00</b>   | <b>431,567.00</b> | <b>109,742.00</b> | -                 | -                 | -                |
|                | JUL               | AUG               | SEP               | OCT               | NOV               | DEC                 | JAN                 | FEB               | MAR               | APR               | MAY               | JUN              |
| 101 General    | -                 | -                 | -                 | -                 | 88,659.00         | 130,578.00          | 2,016.00            | 28,859.00         | -                 | -                 | -                 | -                |
| 110 Transport  | 7,813.00          | -                 | -                 | -                 | -                 | 9,129.00            | 90,599.00           | 76,640.00         | -                 | -                 | -                 | -                |
| 114 Retirement | -                 | -                 | -                 | -                 | -                 | -                   | 11,691.00           | -                 | -                 | -                 | -                 | -                |
| 115 Misc Fed   | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 117 Adult Ed   | 8,897.00          | -                 | -                 | -                 | -                 | 9,512.00            | 9,384.00            | 8,866.00          | -                 | -                 | -                 | -                |
| 121 Comp Abs   | 11,920.00         | -                 | -                 | -                 | -                 | -                   | 13,908.00           | 13,716.00         | -                 | -                 | -                 | -                |
| 126 Impact Aid | 1,949.00          | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 128 Technology | -                 | -                 | -                 | -                 | -                 | 1.00                | 1.00                | 1.00              | -                 | -                 | -                 | -                |
| 129 Flex       | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 182 Interlocal | 315,911.00        | 242,258.00        | 203,086.00        | 193,709.00        | 294,350.00        | 240,582.00          | 206,030.00          | 220,521.00        | 239,069.00        | 161,265.00        | -                 | -                |
| 201 General    | -                 | -                 | -                 | -                 | -                 | 11,703.00           | -                   | -                 | -                 | -                 | -                 | -                |
| 210 Transport  | 29,704.00         | -                 | -                 | -                 | 63,156.00         | 133,670.00          | 59,499.00           | 51,026.00         | 38,981.00         | -                 | -                 | -                |
| 212 Hot Lunch  | 4,752.00          | -                 | -                 | -                 | -                 | 13,051.00           | 10,976.00           | 11,378.00         | 10,001.00         | -                 | -                 | -                |
| 214 Retirement | 83,857.00         | -                 | -                 | -                 | 105,068.00        | 143,022.00          | 107,018.00          | 143,079.00        | 131,068.00        | -                 | -                 | -                |
| 215 Misc Fed   | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 217 Adult Ed   | 10,053.00         | -                 | -                 | -                 | 10,492.00         | 10,116.00           | 9,806.00            | 9,226.00          | 7,467.00          | -                 | -                 | -                |
| 218 Drivers Ed | 1,513.00          | -                 | -                 | -                 | 2,489.00          | 2,489.00            | 2,490.00            | 2,298.00          | 2,059.00          | 789.00            | -                 | -                |
| 221 Comp Abs   | 11,969.00         | 5,305.00          | -                 | -                 | 11,974.00         | 11,974.00           | 11,976.00           | 11,980.00         | 11,791.00         | 11,578.00         | -                 | -                |
| 226 Impact Aid | 40.00             | -                 | -                 | -                 | -                 | -                   | -                   | -                 | 26,060.00         | 4.00              | -                 | -                |
| 228 Technology | -                 | -                 | -                 | -                 | -                 | -                   | -                   | -                 | -                 | -                 | -                 | -                |
| 229 Flex       | 2.00              | -                 | -                 | -                 | 2.00              | 2.00                | 2.00                | 2.00              | 2.00              | 2.00              | -                 | -                |
| 281 Endow      | 153,929.00        | 125,000.00        | 150,000.00        | 48,928.00         | 195,846.00        | 189,715.00          | 185,893.00          | 106,470.00        | 100,063.00        | 186,026.00        | 57,668.00         | 57,668.00        |
| <b>TOTAL</b>   | <b>642,309.00</b> | <b>372,563.00</b> | <b>353,086.00</b> | <b>242,637.00</b> | <b>772,036.00</b> | <b>905,544.00</b>   | <b>721,289.00</b>   | <b>684,062.00</b> | <b>566,561.00</b> | <b>359,664.00</b> | <b>57,668.00</b>  | <b>57,668.00</b> |

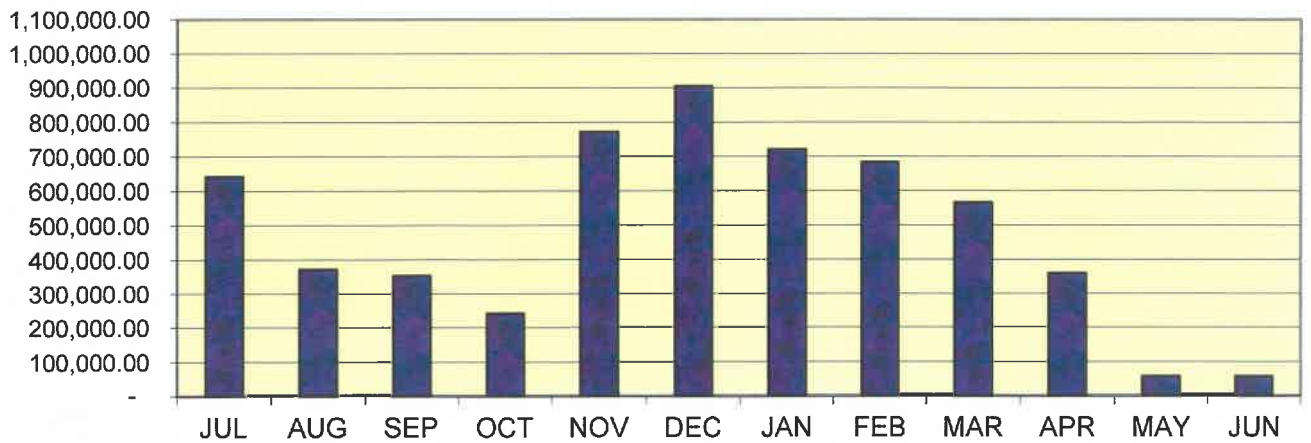
### 2021-22 INVESTMENTS



### 2020-21 INVESTMENTS



### 2019-20 INVESTMENTS



**Culbertson Public School**

**Totals Report for May 2022 through May 2022**  
2021-2022

06/14/2022  
3:25:42 PM

Checking  
Savings  
Investments

| Account                    | Beginning + | Receipts -  | Expenditures + | Transfers = | Ending    |
|----------------------------|-------------|-------------|----------------|-------------|-----------|
| 1 - ANNUAL                 | 3,220.56    | 86.00       | 21.74          | 0.00        | 3,284.82  |
| 2 - ATHLETICS              | 9,107.16    | 866.32      | 272.66         | 0.00        | 9,700.82  |
| 3 - JUNIOR CLASS 2023      | 7,341.93    | 0.00        | 2,878.81       | 0.00        | 4,463.12  |
| 4 - SOPHOMORE CLASS 2024   | 2,407.76    | 0.00        | 0.00           | 0.00        | 2,407.76  |
| 5 - FRESHMAN CLASS 2025    | 3,194.71    | 0.00        | 0.00           | 0.00        | 3,194.71  |
| 6 - **** SENIOR CLASS 2021 | 0.00        | 0.00        | 0.00           | 0.00        | 0.00      |
| 7 - 8TH GRADE              | 0.00        | 0.00        | 0.00           | 0.00        | 0.00      |
| 8 - CHEERLEADER            | 464.96      | 0.00        | 0.00           | 0.00        | 464.96    |
| 9 - FFA                    | 4,765.18    | 645.41      | 827.55         | 0.00        | 4,583.04  |
| 10 - BAND/CHOIR            | 3,991.05    | 173.00      | 0.00           | 0.00        | 4,164.05  |
| 11 - STUDENT COUNCIL       | 6,021.06    | 418.41      | 486.40         | 0.00        | 5,953.07  |
| 12 - SPEECH AND DRAMA      | 910.03      | 0.00        | 0.00           | 0.00        | 910.03    |
| 13 - VO-AG REVOLVING       | 1,895.49    | 0.00        | 0.00           | 0.00        | 1,895.49  |
| 14 - SENIOR CLASS 2022     | 2,703.12    | 170.16      | 1,489.85       | 0.00        | 1,383.43  |
| 15 - PLAY                  | 2,918.06    | 0.00        | 500.00         | 0.00        | 2,418.06  |
| 16 - JMG                   | 5,311.35    | 3,104.25    | 8,091.66       | 0.00        | 323.94    |
| 17 - BPA                   | 5,394.45    | 1,966.44    | 4,680.71       | 0.00        | 2,680.18  |
| 18 - EXPLORE AMERICA       | 27,249.49   | 2,579.08    | 10,070.23      | 0.00        | 19,758.34 |
| 19 - MUSIC PARENTS         | 2,437.75    | 0.00        | 0.00           | 0.00        | 2,437.75  |
| 20 - ART                   | 1,576.68    | 0.00        | 0.00           | 0.00        | 1,576.68  |
| 21 - LIBRARY               | 1,464.42    | 0.00        | 0.00           | 0.00        | 1,464.42  |
| 22 - SPANISH CLUB          | 15.49       | 0.00        | 0.00           | 0.00        | 15.49     |
| 23 - INDIAN CLUB           | 0.00        | 0.00        | 0.00           | 0.00        | 0.00      |
| 24 - SCIENCE OLYMPIAD      | 4,208.50    | 0.00        | 0.00           | 0.00        | 4,208.50  |
| -----                      | 96,599.20 + | 10,009.07 - | 29,319.61 +    | 0.00 =      | 77,288.66 |



# Culbertson School Board Meeting

## Superintendent's Report

### June 21, 2022

#### A. Events that I plan to attend for June and July.

|                       |  |
|-----------------------|--|
| June 7 <sup>th</sup>  | Roose-Valley Special Education Cooperative Meeting via Zoom                          |
| June 8 <sup>th</sup>  | Roose-Valley Special Education Cooperative Conference Call                           |
| June 13 <sup>th</sup> | Culbertson Town Council Meeting  |
| June 14 <sup>th</sup> | Culbertson Fire Department Meeting   |
| June 21 <sup>st</sup> | MHSA Class C Caucus via Zoom – I believe<br>Culbertson School Board Meeting          |
| June 26 <sup>th</sup> | Travel to MREA Summer Meeting @ Helena   |
| June 27 <sup>th</sup> | MREA Summer Meeting @ Helena   |
| June 28 <sup>th</sup> | Travel Home from MREA Summer Meeting @ Helena<br>Culbertson Fire Department Training |
| July 11 <sup>th</sup> | Culbertson Town Council Meeting  |
| July 12 <sup>th</sup> | Culbertson Fire Department Meeting   |
| July 14 <sup>th</sup> | Culbertson Chamber of Commerce Meeting   |
| July 19 <sup>th</sup> | Culbertson School Board Meeting  |
| July 25 <sup>th</sup> | Roose-Valley Special Education Cooperative Training @ Glasgow                        |
| July 26 <sup>th</sup> | Culbertson Fire Department Training  |

#### B. Other items for your review and consideration:

1. The Federal Title VI Grant has been submitted. These funds are used to offset most of the salary and benefits for the Johnson O'Malley (JOM) position currently held by Keri Hauenstein.
2. We are currently being audited by the feds for our Elementary Impact Aid application. This happens randomly every 5 to 7 years. I have submitted information they have requested and am waiting to hear back from them if there is more information required.
3. We received our every-three-year audit for our school foods program during the school year. We finally received the audit results this week and will be working with Teri George to make any necessary changes to meet the requirements. I shared with the fine folks at OPI that I was disappointed that we did not receive the findings until school was out, which makes it more difficult for us to fix the problems during summer break when our kitchen staff is on vacation.
4. We anticipate that OPI will be releasing the new round of federal programs applications for Title I and Carl Perkins in the near future. These grant applications are normally due before school begins.
5. Just so we don't forget, 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).
6. Here are a few items that might be part of the regular July Board meeting agenda:
- Upcoming Extra-Curricular Contracts for 2022-2023
  - Any Remaining Teaching Contracts and Assignments for 2022-2023
  - Any Remaining Classified Staff Contracts for 2022-2023
  - Bus Routes for 2022-2023
  - School Food Program Review for 2021-2022 school year
  - 2022-2023 Guest Teacher Roster
  - 2022-2023 Bus Monitor Roster
  - 2022-2023 Activity Bus Driver Roster
  - 2022-2023 Kitchen Staff Substitute Roster
  - 2022-2023 High School Gymnasium Events Cleaning Contract
  - 2022-2023 Old Armory Cleaning Contract
  - 2022-2023 Health and Safety Plan
  - 2022-2023 Board Goal Setting

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:** 6-21-2022

**AGENDA ITEM #:** 14

**AGENDA TITLE:** Board Policy – 2<sup>nd</sup> Reading

**SUMMARY:** The following two policies have been posted for comment since the May 17<sup>th</sup> meeting.

5801 Certified Staff Compensated Absence

5140 Classified Employment and Assignment

To date no comments have been made.

Both policies are attached for your further review and consideration.

I recommend adoption of both policies as posted.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

1 **Culbertson School District**

2  
3 **PERSONNEL**

5801

4  
5 Certified Staff Compensated Absence Leave

6  
7 The Culbertson School District recognizes the importance of having certified staff instructing  
8 students each day of the school year. Therefore, the District will establish policy to allow  
9 certified teachers to accrue and utilize compensated absence leave time.

10  
11 Earning Compensated Absence Leave Time

12  
13 Certified Teachers may earn compensated Absence Leave Time by voluntarily forgoing  
14 all or part of their preparation period to cover another teachers' class.

15  
16  
17 Utilizing Compensated Absence Leave Time

18  
19 Compensated Absence Leave Time can be utilized in the same manner as personal leave.

20  
21  
22 Carry Over

23  
24 Teachers may carry over up to ~~sixteen (16)~~ **thirty-two (32)** hours of time from the  
25 conclusion of one school year to the start of the next school year. Any time remaining  
26 beyond the ~~16~~ **32** hour carry over limit will be ***either paid to the certified employee at a***  
27 ***rate equal to the certified staff substitute wage or*** donated to the District Sick Leave  
28 Bank, ***at the choice of the employee.***

29  
30  
31  
32 Policy History:

33 Adopted on: January 16, 2014

34 Reviewed on:

35 Revised on: July 17, 2018

September 14, 2021

1 **Culbertson School District**

2  
3 **PERSONNEL**

5140  
page 1 of 2

4  
5 Classified Employment and Assignment

6  
7 Employees designated as “classified” employees include all non-teaching positions or duties in  
8 the District.

9  
10 Each newly hired classified employee will either be hired: ~~(1) as a probationary employee, or (2)~~  
11 ~~immediately be placed on a written contract for a specific term~~ with a beginning and ending date,  
12 within the meaning of Section 39-2-912(2), MCA. Employees initially hired on a written  
13 contract for a specific term will have no expectation of continued employment beyond the  
14 current contract term, and in the absence of Board action to offer a subsequent contract, the  
15 employment will automatically conclude at the conclusion of the contract term.

16  
17 For those employees hired as probationary employees, such employees will be required to  
18 complete a probationary period of six months. ~~The Board authorizes the Superintendent to~~  
19 ~~extend the probationary period in a manner permitted by law. Any extension of the probationary~~  
20 ~~period by the Superintendent, together with the original probationary period, may not exceed a~~  
21 ~~total of 18 months.~~ Leaves of absence by an employee for a period of more than 5 consecutive  
22 working days other than holidays or vacations during the probationary period will not be counted  
23 as part of the probationary period.

24  
25 During the probationary period of employment, the employment may be terminated at the will of  
26 either the School District or the employee on notice to the other for any reason or no  
27 reason. Prior to the conclusion of the original or extended probationary period, the  
28 Superintendent will determine whether to retain the employee or make a recommendation to the  
29 Board for termination of probationary employment. If the employee is retained, the employee  
30 will be designated as one of the following types of employees depending on the factors noted.

31  
32 ~~If, before the probationary period concludes, the employee is placed on a written employment~~  
33 ~~contract, the employment contract shall be a written contract of employment for a specific term~~  
34 ~~with a beginning and ending date, within the meaning of Section 39-2-912(2), MCA. The~~  
35 ~~employee will have no expectation of continued employment beyond the current contract term,~~  
36 ~~and in the absence of Board action to offer a subsequent contract, the employment will~~  
37 ~~automatically conclude at the conclusion of the contract term.~~

38  
39 If the employee is issued subsequent contracts for a specific term following the initial contract, a  
40 probationary period will not apply. The employee will be subject to terms of the contract  
41 including the beginning and ending date, within the meaning of Section 39-2-912(2), MCA. The  
42 employee will have no expectation of continued employment beyond the current contract term,  
43 and in the absence of Board action to offer a subsequent contract, the employment will  
44 automatically conclude at the conclusion of the contract term.

Salary Scale

All support personnel shall have their starting salaries **based on the following index in relation to the State Minimum Wage.** ~~fixed by the Board according to the following scale:~~

|                         |   |                           |                                     |
|-------------------------|---|---------------------------|-------------------------------------|
| Aides, Tutors           | School Maintenance Director   | School Custodial Director | Custodian, <i>Asst. Maintenance</i> |
| <del>\$11.70</del> 1.45 | \$15.60 1.95<br><i>plus \$2 per hour for current Boiler License</i> | <del>\$14.63</del> 1.70   | \$13.00 1.55                        |

|                         |                         |                         |              |   |
|-------------------------|-------------------------|-------------------------|--------------|---|
| Head Cook               | Assistant Cook          | Cook's Helper           | Secretary    | Activities Secretary, Clerk's Assistant |
| <del>\$14.63</del> 1.70 | <del>\$12.35</del> 1.40 | <del>\$11.38</del> 1.30 | \$11.70 1.45 | \$13.00 1.60                            |

*At the conclusion of the six month probationary period, the employee will receive an index pay increase of .05 per hour.*

*During the probationary period of employment, the employee benefit package that includes, but is not limited to, the insurance stipend and earned leave, will be calculated on a per hour worked basis.*

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.

Legal Reference:       § 39-2-904, MCA       Elements of wrongful discharge – presumptive probationary period  
                                  § 39-2-912, MCA       Exemptions

1  
2  
3 Policy History:  
4 Adopted on: August 11, 2003  
5 Reviewed on: October 20, 2021  
6 Revised on: August 23, 2004                      December 17, 2007                      September 16, 2008  
7                      July 21, 2009                      September 21, 2010                      July 21, 2011  
8                      March 22, 2018                      September 15, 2020                      September 14, 2021  
9                      November 16, 2021

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 15

**AGENDA TITLE:** 2022-2023 Class Schedule

**SUMMARY:** This item was tabled at the May meeting.

I have looked into how our school can offer PE credits for students in high school athletics. I will provide a complete report to the Board at the meeting on Tuesday.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

# Culbertson Junior High and High School

# Class Schedule 2022-2023

|              |  |   |   |   |   |
|--------------|--|---|---|---|---|
| Berwick      | 8th English<br>7th English<br>8th English          | 6th English<br>6th English<br>Prep                        | Prep<br>JH Skills<br>JH Skills  | 6th English<br>6th English<br>7th English                                 | 8th English<br>Prep<br>8th English  |
| Gustafson    | Tutoring<br>Tutoring<br>Tutoring                   | Prep<br>Tutoring<br>Prep                                  | Tutoring<br>Tutoring<br>Tutoring  | Tutoring<br>Tutoring<br>Tutoring  | Tutoring<br>Prep<br>Tutoring  |
| JMG          | HS JMG<br>HS JMG<br>Prep                           | Prep<br>Prep<br>HS JMG                                    | JH JMG<br>JH JMG<br>JH JMG  | K-2 Stars<br>K-2 Stars<br>K-2 Stars                                       | HS JMG<br>HS JMG<br>HS JMG  |
| B. Nielson   | HS PE<br>Health I<br>HS PE                         | 8th PE/Health<br>7th PE/Health<br>Health 10               | Prep<br>Prep<br>Prep  | K-2 PE<br>K-2 PE<br>K-2 PE  | 3-6 PE<br>3-6 PE<br>3-6 PE  |
| L. Nickoloff | 7th Ag Ed*<br>Prep<br>Prep                         | Ag Construction<br>Ag Resource Mgmt<br>Arc/Mig Welding    | Agronomy<br>Elec/Plumb 11-12<br>Woodworking 10-12                       | Ag 10<br>Oxy/Acet Welding 9-10<br>8th Ag Ed *                             | Prep<br>Wildlife Mgmt. 11-12<br>Animal Science 9  |
| T. Nielsen   | 6th Science<br>6th Science<br>6th Science          | Prep<br>8th Science<br>8th Science                        | JH Sci Oly 7-9<br>JH Elective Science<br>Prep                           | 8th Science<br>8th Science<br>6th Science                                 | 7th Science<br>Prep<br>7th Science  |
| Olson        | K-12 Library<br>K-12 Library<br>K-12 Library       | K-12 Library<br>K-12 Library<br>K-12 Library              | Prep<br>Prep<br>Prep  | K-3 Library<br>K-3 Library<br>K-3 Library                                 | 4-6 Library<br>4-6 Library<br>4-6 Library   |
| Owan         | 7th Keyboarding *<br>Computer Apps. II<br>Prep     | Computer Apps. I<br>Prep<br>6th Keyboarding               | Accounting<br>Computer Science<br>Computer Science II                   | Computer Apps I<br>Computer Apps I<br>8th Keyboarding*                    | Prep<br>Computer Apps II<br>Computer Apps II  |
| Pfiefer      | Elective Music<br>Elective Music<br>Elective Music | Prep<br>Prep<br>Prep                                      | 6-8 Choir/HS Choir **<br>6-8 Choir/HS Choir **<br>6-8 Choir/HS Choir ** | K-2 Music<br>K-2 Music<br>K-2 Music                                       | 3-5 Music<br>3-5 Music<br>3-5 Music   |
| Mogga        | Pre-Algebra<br>Pre Calculus<br>Geometry            | Trigonometry<br>Algebra I<br>Algebra I                    | Prep<br>Prep<br>Prep  | Algebra II<br>Algebra II<br>PreAlgebra                                    | Geometry<br>Trigonometry<br>Pre Calculus  |
| Salvevold    | English 10<br>English 12<br>English 9              | English 9<br>English 9<br>English 12                      | Prep<br>Prep<br>Prep  | English 12<br>English 12<br>English 11                                    | English 9<br>English 11<br>English 10   |
| Schledewitz  | Prep<br>Chemistry<br>Prep                          | Biology<br>Enviro Science<br>Enviro Science               | Science Olympiad<br>Prep<br>Forensics                                   | Earth Science<br>Earth Science<br>Earth Science                           | Earth Science<br>Biology<br>Chemistry   |
| Seitz        | 6th Math<br>6th Math<br>6th Math                   | 7th Math<br>8th Math<br>8th Math                          | JH Skills<br>Prep<br>Elective Math                                      | 8th Math<br>7th Math<br>6th Math  | Prep<br>8th Math<br>Prep  |
| Solem        | US History<br>Government<br>US History             | Government<br>Government<br>Cold War                      | Prep<br>Prep/Athletic Director<br>Prep                                  | Government<br>World History<br>World History                              | Athletic Director<br>Driver's Education 8-12<br>Athletic Director   |
| Taberna      | Prep<br>Prep<br>Prep                               | HS Elec. Instrum.<br>HS Elec. Instrum<br>HS Elec. Instrum | HS Band**/JH Band**<br>HS Band**/JH Band**<br>HS Band**/JH Band**       | 7th Elec. Instrumental<br>8th Elec. Instrumental<br>HS Elec. Instrumental | 5 <sup>th</sup> Band**/6 <sup>th</sup> Band**<br>5 <sup>th</sup> Band**/6 <sup>th</sup> Band**<br>5 <sup>th</sup> Band**/6 <sup>th</sup> Band** |
| Welch        | Prep<br>8th Art<br>7th Art                         | HS Art/Photography<br>Prep<br>Prep                        | Art I<br>Art II Painting<br>Art II 3D Design                            | K-2 Art<br>K-2 Art<br>K-2 Art   | 3-6 Art<br>3-6 Art<br>3-6 Art   |

\* Rotating 6 week course

\*\* Split class each day (approximately 35-37 minutes per class)

Updated: 05/12/22 CF

# Trimester Class Schedule 2022-2023

## High School Offerings Overview

Name \_\_\_\_\_

Grade Level \_\_\_\_\_

| 1 <sup>st</sup> Period  | 2 <sup>nd</sup> Period   | 3 <sup>rd</sup> Period   | HS Lunch<br>JH Adv<br>HS Adv<br>HS Lunch | 4 <sup>th</sup> Period  | 5 <sup>th</sup> Period  |
|---|--|--|--|---|---|
| English 10<br>Pre-Algebra 9 B<br>US History 11<br>PE 9A & 12<br>Elective Music 9-12<br>JMG  | English 9B<br>Trigonometry 12<br>Biology 10<br>Computer Apps. 9A<br>Government 12A<br>Elective Instrumental<br>Ag Construction 11-12 | Art I<br>Band<br>Choir<br>Agronomy<br>Business<br>Science Olympiad<br>Annual         |  | English 12A<br>Algebra II 11<br>Earth Science 9A<br>Government 12B<br>Business 9B-10<br>Ag 10 | English 9A<br>Geometry 10<br>Earth Science 9B<br>Business 11<br>Ag Wildlife Mgmt. 11-12<br>JMG 12 |
| English 12 B<br>PreCalculus 12A<br>Chemistry 11-12B<br>Government 12B<br>Health 9 A&B<br>Elective Music 9-12<br>Computer Apps II 10 | English 9B<br>Algebra I 9A<br>Enviro Science 11-12 B<br>Government 12A<br>Elective Instrumental<br>JMG 10<br>Ag Resource Mgmt 10     | Art II Painting<br>Band<br>Choir<br>Business<br>Elec. & Plumbing<br>Annual           |  | English 12A<br>Algebra II 11<br>World History 10<br>Oxy/Acetylene 9-10<br>Computer Apps. I 9  | English 11<br>Trigonometry 12<br>Biology 10<br>Business 12<br>JMG 9A<br>Driver's Ed 9-12          |
| English 9A<br>Geometry 10<br>US History 11<br>PE 9B 10B 12<br>Elective Music 9-12   | English 12B<br>Algebra I 9A<br>Earth Science 9B<br>Enviro. Science 11-12<br>Health 10<br>JMG 11<br>Arc/Mig Welding 11-12             | Art II 3D Design<br>Band<br>Choir<br>Forensics?<br>Business<br>Woodworking<br>Annual |  | English 11<br>PreAlgebra 9B<br>Earth Science 9A<br>World History 10<br>Forensics? 12          | English 10<br>Pre Calculus 12<br>Chemistry 11-12<br>Animal Science 9A<br>Computer Apps II 9B      |

Parental Signature required for any changes to your schedule \_\_\_\_\_

Updated 5-06-2022

# Trimester Class Schedule 2022-2023

## Middle School Offerings Overview

Name \_\_\_\_\_

Grade Level \_\_\_\_\_

| 1 <sup>st</sup> Period   | 2 <sup>nd</sup> Period  | 3 <sup>rd</sup> Period  | HS Lunch                     | 4 <sup>th</sup> Period  | 5 <sup>th</sup> Period   |
|--|---|---|------------------------------|---|--|
| 6 Math<br>6 Science<br>7 Ag/Keyboarding *<br>8 English<br>8 Soc. Studies | 6 Soc. Studies<br>6 English<br>7 Math<br>8 PE Health                        | Band<br>Choir 6-8<br>Sci Olympiad<br>JH Skills Elective<br>JMG                            | JH Adv<br>HS Adv<br>HS Lunch | 6 English<br>6 Soc. Studies<br>7 Foreign Lang. / Elec. Inst.<br>8 Science<br>8 Math # | 6 Specials No Choir<br>7 Science<br>8 Soc. Studies<br>8 English    |
| 6 Science<br>6 Math<br>7 English<br>8 Art/Elec. Instrumental*            | 6 English<br>6 Soc. Studies<br>7 PE/Health<br>8 Math<br>8 Science #         | Band<br>Choir 6-8<br>JH Skills Elective<br>Elective Soc. Stud.<br>Elective Science<br>JMG |                              | 6 Soc. Studies<br>6 English<br>7 Math<br>8 Science<br>8 Foreign Lang/Elec. Inst*      | 6 Specials No Choir<br>7 Soc. Studies<br>8 Driver's Ed<br>8 Math # |
| 6 Science<br>6 Math<br>7 Art<br>8 Soc. Studies<br>8 English              | 6 Foreign Lang./<br>Keyboarding*<br>7 Soc. Studies<br>8 Math<br>8 Science # | Band<br>Choir 6-8<br>Elective Math<br>JH Skills Elective<br>Elective Soc. Stud.<br>JMG    |                              | 6 Math<br>6 Science<br>7 English<br>8 Ag *<br>8 Keyboarding*                          | 6 Specials No Choir<br>7 Science<br>8 English<br>8 Soc. Studies    |

Parental Signature required for any changes to your schedule \_\_\_\_\_

Updated 5/11/2022

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 16

**AGENDA TITLE:** Unanticipated Non-Levy Revenue Expenditures

**SUMMARY:** The increased price of oil has brought additional revenue into our school budgets. Lora would like to make available approximately \$300,000 for projects of the Board's choosing. Attached are two pages of projects that have been mentioned in the past with some approximate costs and timelines.

A School Board Facility Committee meeting will be held at 6 pm prior to the Regular Board meeting. I assume recommendations will be forthcoming from the committee.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

## Non-Levy Revenue Expenditures

| Item | Description   | Cost (* if estimated) | Estimated Date of Completion |
|------|---|-----------------------|------------------------------|
| 1    | finish concrete parking lot west of elementary addition *               | \$ 75,000             | July or August 2022          |
| 2    | replace choral risers*  | \$ 20,000             | August 2022                  |
| 3    | replace garage door and walk door, add garage door to old boiler shed   | \$ 18,000             | August 2022                  |
| 4    | remove coal boiler and old propane boiler, coal hopper, exhaust stack*  | \$ 30,000             | July 2022                    |
| 5    | fix the elementary wing plumbing*                                       | \$ 30,000             | July 2022                    |
| 6    | finish the landscaping along Highway 2*                                 | \$ 2,500              | July 2022                    |
| 7    | elementary gym bleachers  | \$ 32,000             | Fall 2022                    |
| 8    | football field lighting (cleaning, new breakers, some new bulbs, etc.)* | \$ 10,000             | Fall 2022                    |
| 9    | elementary gym mechanized shades *                                      | \$ 10,000             | Fall 2022                    |
| 10   | purchase and install star quilt shadow boxes*                           | \$ 1,500              | July 2022                    |
| 11   | Old Armory Reroofing  | \$ 57,631             | Fall 2022                    |
| 12   | Cleanup the area north of the football field*                           | \$ 10,000             | July 2022                    |
|      | Subtotal  | \$ 286,631            |                              |

## Non-Levy Revenue Expenditures

| Item     | Description   | Cost (* if estimated) | Estimated Date of Completion |
|----------|---|-----------------------|------------------------------|
| 13       | Repainting Old Armory exterior*                                 | \$ 30,000             | Summer 2023                  |
| 14       | Replace Old Armory boilers*                                     | \$ 125,000            | Summer 2023                  |
| 15       | Replace Old Armory ceiling tiles*                               | \$ 15,000             | Summer 2023                  |
| 16       | Replace Old Armory Interior Lights*                             | \$ 15,000             | Summer 2023                  |
| 17       | Refurbish Old Armory Entry*                                     | \$ 20,000             | Summer 2023                  |
| 18       | Refurbish Old Armory Bathrooms*                                 | \$ 20,000             | Summer 2023                  |
| 19       | Replace Old Armory padding in front of the stage*               | \$ 5,000              | Summer 2023                  |
| 20       | Refurbish Old Armory Stage*                                     | \$ 5,000              | Summer 2023                  |
| 21       | foundation repair on westside of school by SPEED/Ag classrooms* | \$ 25,000             | Summer 2023                  |
| 22       | replace some exterior vinyl windows on ELEM & HS wings*         | \$ 75,000             | Summer 2023                  |
| 23       | replace some of the playground equipment*                       | \$ 300,000            | Summer 2023                  |
| Subtotal |   | \$ 635,000            |                              |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 17

**AGENDA TITLE:** Resignation

**SUMMARY:** Amy Jones submitted her resignation via email to me during the last week of school effective May 27<sup>th</sup>. I recommend the Board accept her resignation.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 18

**AGENDA TITLE:** 2022-2023 Teacher Contract(s)/Assignment(s)

**SUMMARY:** a. 3<sup>rd</sup> Grade – I would like to recommend the Board offer a contract to Vivian Steavenson pending background check.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 19

**AGENDA TITLE:** 2022-2023 Classified Staff Contract(s)

**SUMMARY:**

- a. Title I Aide – I would like to recommend Alicia Wilbanks.
- b. Custodian – I do not have a recommendation from Karen Eggett at this time.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 20

**AGENDA TITLE:** 2022-2023 Extra-Curricular Contract(s)

**SUMMARY:**

- a. High School Track Head Coach – I recommend Dave Solem
- b. High School Golf Head Coach – we have an applicant and I recommend Jimie Lou Morris

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 21

**AGENDA TITLE:** Budget Amendment Resolution

**SUMMARY:** The Budget Amendment Resolution is the 2<sup>nd</sup> step of the two-step process for a budget amendment. Attached is the resolution for your review and consideration.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

**BUDGET AMENDMENT RESOLUTION  
CULBERTSON SCHOOL DISTRICT NO 17  
ROOSEVELT COUNTY**

At a regular meeting of the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, held June 21, 2022, at 6:30 p.m. in the Lunch Room, the following resolution was introduced:

WHEREAS, the Trustees of Culbertson School District No 17, Roosevelt County, Montana, have made a determination that as a result of an unforeseen need of the district that cannot be postponed without affecting the safety of students and employees or the educational functions of the district, the district's budget for the general fund does not provide sufficient financing to properly maintain and support the district for the entire current school year; and

WHEREAS, the Trustees have determined that an amendment to the elementary school budgets in the amount of \$200,000.00 and the high school budgets in the amount of \$100,000.00 is necessary under the provision of Section 20-9-161(6), MCA; for the purpose of building improvements and

WHEREAS, the anticipated source of financing the budget amendment expenditures shall be the oil and gas revenues;

THEREFORE BE IT RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, proclaims a need for an amendment to the elementary school budgets for fiscal year 2021-2022 in the amount of \$200,000.00 and the high school budgets for fiscal year 2021-2022 in the amount of \$100,000.00 under Section 20-9-161(6), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, will meet at 6:30 p.m. in the Lunch Room on June 21, 2022, for the purpose of considering and adopting the budget amendment.

\_\_\_\_\_  
Chairperson  
Board of Trustees

\_\_\_\_\_  
District Clerk  
Board of Trustees

DATE BUDGET AMENDMENT WAS ADOPTED: \_\_\_\_\_, 20\_\_

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 22

**AGENDA TITLE:** 2022-2023 School Board Memberships

**SUMMARY:** Attached are the membership renewals for the following organizations:

- a. Montana School Boards Association \$ 4,965
- b. Montana Rural Education Association \$ 2,170
- c. Montana Quality Education Coalition \$ 1,250
- d. Montana Cooperative Services \$ 268

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |



Montana School Boards Association  
 863 Great Northern Blvd Ste 301  
 Helena, MT 59601 United States  
 Phone: (406) 442-2180  
 www.mtsba.org

Culbertson Public Schools  
 Lora Finnicum  
 Box 459  
 Culbertson, MT 59218  
 United States

# INVOICE

|                       |           |
|-----------------------|-----------|
| <b>Invoice Number</b> | 0009318   |
| <b>Invoice Date</b>   | 7/1/2022  |
| <b>Invoice Term</b>   | 30        |
| <b>Due Date</b>       | 7/31/2022 |

## Memberships

Membership Renew for  
 Membership Type: Public School District Boards of Trustees  
 Membership Term: 7/1/2022 - 6/30/2023

| Item                                     | Quantity | Price      | Total      |
|--|----------|------------|------------|
| Public School District Board of Trustees | 1        | \$4,965.00 | \$4,965.00 |

|                        |            |
|------------------------|------------|
| <b>Total:</b>          | \$4,965.00 |
| <b>Tax Total:</b>      | \$0.00     |
| <b>Shipping Total:</b> | \$0.00     |
| <b>Grand Total:</b>    | \$4,965.00 |
| <b>Payment:</b>        | \$0.00     |
| <b>Balance:</b>        | \$4,965.00 |

**Thank you for your business!**

Please detach the portion below and return it with your payment.

## REMITTANCE

**Please make checks payable to:**  
**Montana School Boards Association**

863 Great Northern Blvd Ste 301  
 Helena, MT 59601 United States  
 (406) 442-2180

|                        |               |
|------------------------|---------------|
| Invoice Number         | Order 0009318 |
| Name                   |               |
| Due Date               | 7/31/2022     |
| Balance                | \$4,965.00    |
| <b>Amount Enclosed</b> | \$            |



# FY 23 MREA Membership Dues

PO Box 1612  
 Helena, MT 59624  
 Phone: 406-443-2629  
 Email: dparman@mrea-mt.org

Invoice No.: 4075  
 Original Notice Date: April 2022

**Culbertson Public Schools**  
**Larry Crowder**  
**crowderl@nemontel.net**

|   |  |                       |          |
|---|--|-----------------------|----------|
| M | <p><b><u>Annual Membership Dues for 2022-2023</u></b></p> <p><i>Dues based on FY07 Trustees Report of District Expenditures</i></p> <p><b><u>Legal Option:</u></b></p> <p>If you want the Legal Counsel Option it is 1/2 of membership dues</p>  | \$2170                | \$2170   |
|   | <p>The MREA dues amount noted above is based on data from OPI. Membership dues are based on .1145 percent of your district's general fund expenditures from the base year FY07. If the above amount is incorrect, please feel free to submit your dues based on the correct amount from your calculations.</p> |                       |          |
|   |  | <b>MREA DUES</b>      | \$ 2170  |
|   |  | Legal Option          |          |
|   |  | <b>Total Enclosed</b> | \$ _____ |

***Please Return a Copy of This Document With Payment***

Make Checks Payable to: Montana Rural Education Association or MREA

Please call 443-2629 with any questions regarding this invoice.



**MQEC**

PO Box 17311  
Missoula, Montana 59808  
Phone: (406) 544-4335  
dreisig@mqec.org

# INVOICE

| INVOICE # | DATE         |
|-----------|--------------|
| 199       | May 17, 2022 |

**BILL TO**

Larry Crowder  
Culbertson Schools  
crowderl@culbertson.k12.mt.us  
Culbertson MT 59218

| DESCRIPTION  | AMOUNT                        |
|--|-------------------------------|
| <p>MQEC FY23 Membership Dues</p> <p><b>** MQEC is ensuring your voice at the table when important decisions are made implicating the Constitutional rights of students and communities pursuant to Article X of the Montana Constitution.**</b></p> <p><b><u>          </u></b></p> <p><b><i>If you believe the invoiced amount is incorrect, please feel free to submit your membership dues based on the 2021/2022 school year assessment.</i></b></p> | \$1250.00                     |
| <p><i>Thank you for your support!</i></p>  | <p><b>TOTAL</b> \$1250.00</p> |

***Please Return a Copy of This Document with Payment***

- ***Make Checks Payable to: Montana Quality Education Coalition or MQEC***
- ***Please call (406) 544-4335 with any questions regarding this invoice.***

# Montana Cooperative Services

P.O. Box 1611  
 Helena, MT 59624  
 Phone: 406-461-8050  
 FAX: 406-449-0985  
 E-mail: dpuyear@mrea-mt.org

# INVOICE

INVOICE NO: 2175  
 DATE: April 2022

**To: District Supt and Clerk  
 Culbertson Public Schools  
 Box 459  
 Culbertson MT 59218**

|  |   |                  |
|--|---|------------------|
| <p><b>Annual MCS Membership Dues for FY2022-23:</b></p> <p>Note: both food and other products/services may be purchased with this full membership.</p> <p style="text-align: center;"><u>OR</u></p> <p><b>Food Bid Only:</b></p> <p>Note: no other products/services may be purchased with this limited membership.</p>  | <p>\$268.00</p> <p style="text-align: center;"><u>OR</u></p> <p>\$ 100.00</p> |                  |
| <p>For public districts/schools, the MCS dues amount noted above is based on \$1.00 per student, with student population data taken from the OPI Directory. If the membership dues amount shown is outdated or incorrect, please feel free to submit your dues based on the correct amount from your calculations.</p> <p><i>Minimum Full Membership Dues for FY23 are \$125.00</i></p> <p><i>Maximum Full Membership Dues for FY23 are \$1,200.00</i></p>   |   |                  |
| <p>US Foods will have our food bid for the 2022-23 year. They offer a credit of .25% to all schools that pay invoices within 7 days and another credit of .25% to schools that have an average drop size of \$1,500.00 or more (This will be calculated each quarter) No changes have been made in the bid from last year.</p> <p>Please calculate the minimum dollar amount of food you will purchase with this bid by multiplying last year's food purchases by .65 and entering the amount in the blank below. Sign and send to the address below. When MCS receives this agreement, we will contact US Foods and your food prices will be attached to our bid.</p> |   |                  |
| <p><b>** Required information for All Schools Using the Food Bid:</b></p> <p>Buying commitment for 2022-23 school year is 65% of the cost of food for the year:</p> <p>\$ _____ (does NOT include wages)</p> <p>Dated this _____ day of _____, 2022.</p>   |   |                  |
| <p><b>Please Enter The Dues Amount Paid and Return a Copy of This Invoice</b></p>  |   | <p><b>\$</b></p> |

*Please forward a copy of this invoice with this information, back to MCS with your membership dues for 2022-23.*

Make all checks payable to: MCS (Montana Cooperative Services)  
 Please call 461-8050 with questions.

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 23

**AGENDA TITLE:** School Board Policy – First Reading

**SUMMARY:** Attached please find a portion of a policy from the Old Manual that needs to be added to a policy from the new manual. The new language is in bold italic print.

I recommend approving this policy language change to be posted for comment and considered for adoption at the regular July Board meeting.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

2  
3 **INSTRUCTION**

4  
5 Curriculum and Assessment

6  
7 The Board is responsible for curriculum adoption and must approve all significant changes, including the  
8 adoption of new textbooks and new courses, before such changes are made. The Superintendent is  
9 responsible for making curriculum recommendations. The District shall ensure their curriculum is aligned  
10 to all content standards and the appropriate learning progression for each grade level.  
11

12 A written sequential curriculum will be developed for each subject area. The curricula will address  
13 learner goals, content and program area performance standards, and District education goals and will be  
14 constructed to include such parts of education as content, skills, and thinking. The District shall review  
15 curricula at least every five (5) years or consistent with the state’s standards revision schedule, and  
16 modify, as needed, to meet educational goals of the continuous school improvement plan pursuant to  
17 ARM 10.55.601.  
18

19 The staff and administration will suggest materials and resources, to include supplies, books, materials,  
20 and equipment necessary for development and implementation of the curriculum and assessment, which  
21 are consistent with goals of the education program.  
22

23 The District shall maintain their programs consistent with the state’s schedule for revising standards.  
24

25 The District shall assess the progress of all students toward achieving content standards and content-  
26 specific grade-level learning progressions in each program area. The District shall use assessment results,  
27 including state-level achievement information obtained by administration of assessments pursuant to  
28 ARM 10.56.101 to examine the educational program and measure its effectiveness. The District shall  
29 use appropriate multiple measures and methods, including state-level achievement information obtained  
30 by administration of assessments pursuant to the requirements of ARM 10.56.101, to assess student  
31 progress in achieving content standards and content-specific grade-level learning progressions in all  
32 program areas. The examination of program effectiveness using assessment results shall be supplemented  
33 with information about graduates and other student’s no longer in attendance.  
34

35 Cross Reference: 2000 Goals  
36 2110 Objectives  
37

38 Legal Reference: § 20-3-324, MCA Powers and duties  
39 § 20-4-402, MCA Duties of district superintendent or county high school  
40 principal  
41 § 20-7-602, MCA Textbook selection and adoption  
42 10.55.603, ARM Curriculum and Assessment  
43

44 Policy History:

45 Adopted on: August 11, 2020

46 Reviewed on:

47 Revised on:

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 24

**AGENDA TITLE:** 2022-2023 Professional Growth Allocation

**SUMMARY:** In the past the Board has allocated \$5,000 for Professional Growth. I recommend the same amount for the 2022-2023 school year.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 25

**AGENDA TITLE:** Impact Aid Policy Review

**SUMMARY:** Each year the federal government asks that the Federal Impact Aid Policy be reviewed. Attached please find a copy of the Impact Aid Policy. This policy has been reviewed by the Culbertson Parent Advisory Committee with no recommendations for changes at this time.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

1 **Culbertson School District**

2  
3 **FINANCIAL MANAGEMENT**

7231  
page 1 of 6

4  
5  
6 Federal Impact Funds

7  
8 It is the intent of the District that all American Indian children of school age have equal access to  
9 all programs, services, and activities offered in the District.

10  
11 It is also the intent of the District to fully comply with the requirements of Title VII of the  
12 Elementary and Secondary Education Act (ESEA) and regulations relating thereto. It shall also  
13 be the policy of the District to establish policy and comply with procedures established by Public  
14 Law 95-561. To that end, the District shall:

- 15
- 16 1. Provide tribal officials and parents of Indian children with relevant applications,  
17 evaluations, program plans and information related to the District's education program  
18 and activities sufficient advance notice for an opportunity to comment on the  
19 participation of Indian children on an equal basis in all programs and activities offered by  
20 the District;
  - 21
  - 22 2. Annually assess the extent to which Indian students are participating on an equal basis in  
23 the educational programs and activities of the District;
  - 24
  - 25 3. If and when necessary, modify its educational programs to ensure that Indian children  
26 participate on an equal basis with non-Indian children served by the District;
  - 27
  - 28 4. Respond at least annually in writing to comments and recommendations made by tribes  
29 or parents of Indian children, and disseminate the responses to the tribe and parents of  
30 Indian children prior to the submission of the IPP's.
  - 31
  - 32 5. Tribes and parents of Indian children claimed shall be:  
33
    - 34 a. afforded an opportunity to present their views with respect to the  
35 application, including the opportunity to make recommendations  
36 concerning the needs of their children and the ways by which they can  
37 assist their children in realizing the benefits to be derived from the  
38 educational programs assisted under this paragraph;
    - 39
    - 40 b. actively consulted and involved in the planning and development of  
41 programs assisted under this paragraph; and
    - 42
    - 43 c. afforded a general opportunity to present their overall views on the  
44 educational program, including the operation of such programs, and the  
45 degree of parental participation involved.
    - 46

1  
2  
3  
4 6. Provide a copy of the IPP's annually to the affected tribe or tribes.  
5

6 It is the intent of the Culbertson School District that all Indian children of school age have equal  
7 access to all programs, services, and activities offered within the school district. To this end, the  
8 Culbertson School District will consult with local tribal officials and parents/guardians of Indian  
9 children in the planning and development of Indian Policies and Procedures (IPPs), general  
10 education programs, and activities. These policies and procedures will be reviewed annually and  
11 revisions will be made within 90 days of the determination that requirements are not being  
12 adequately met.

13  
14 **ATTESTATIONS**

15  
16 The Culbertson School District attests that it has established Indian Policies and Procedures  
17 (IPPs) as required in section 7004 of the Impact Aid law for any children claimed who reside on  
18 eligible Indian lands. The IPPs have been adequately disseminated to the Tribe and  
19 parents/guardians of children residing on eligible Indian lands. A copy of the current policies  
20 and procedures will be attached to the annual Impact Aid application.

21  
22 The Culbertson School District attests that it has provided a copy of written responses to  
23 comments, concerns, and recommendations received from tribal leaders and parents/guardians of  
24 Indian children through the Indian policies and procedures consultation process and disseminated  
25 these responses to tribal leaders and parents/guardians of Indian children prior to the submission  
26 of their annual Impact Aid application.

27  
28 **Indian Policies and Procedures**

29  
30 The following Indian policies and procedures become effective upon School Board approval.

31  
32 **Policy 1:** The Culbertson School District will disseminate relevant applications, program plans,  
33 and information related to the district's education program and activities with sufficient advance  
34 notice to allow tribes and parents/guardians of Indian children the opportunity to review and  
35 make recommendations. [34CFR222.94(a)(1)]

36  
37 **Procedure 1:** The Culbertson School District will disseminate information during Indian  
38 Education Committee meetings, mailings and emails to parents, and mailings and emails to  
39 Tribal officials and seek timely input regarding the following education programs (including, but  
40 not limited to): Title I, Part A, Title I, Part C, Title I, Part D, Title II, Part A, Title III, Part A,  
41 Title IV, Part A, Title IV, Part B, Title V, Part B subpart 2, Title VI, Part A, subpart 1, Title VII-  
42 Impact Aid programs, Johnson O'Malley programming, and Indian Policies and Procedures  
43 (IPPs).

44  
45 The completed applications, evaluations, and program planning will be made available to  
46 parents/guardians of Indian children, Tribal officials, and the Indian Education Committee and a

1  
2  
3  
4 summary will be prepared and disseminated two weeks in advance of public school board  
5 meetings held prior to the submission of these federal program grants to afford all interested  
6 parties the opportunity to review the documents with sufficient time to provide thoughtful input  
7 at the public meetings. These school board meetings will be publically advertised via the  
8 Culbertson School District website and emails to allow all interested parties to attend. In  
9 addition, representatives from the District will schedule meetings with the Indian Education  
10 Committee to seek input.

11  
12 Parents/guardians of Indian children, tribal officials, the Indian Education Committee, and any  
13 other interested persons can review assessment data to help develop or modify educational  
14 programs and services allowing for the participation of Indian students on an equal basis in the  
15 district.

16  
17 Minutes from the Indian Education Committee meetings will be posted on the District's website  
18 for all patrons and Tribal officials to review. This will allow for ongoing dissemination of  
19 information.

20  
21 **Policy 2:** The Culbertson School District will provide an opportunity for the Fort Peck Tribe and  
22 parents/guardians of Indian children to provide their views on the District's educational program  
23 and activities, including recommendations on the needs of their children and on how the District  
24 may help those children realize the benefits of the educational programs and activities. As part  
25 of this requirement, the Culbertson School District will: (i) notify tribes and the  
26 parents/guardians of Indian children of the opportunity to submit comments and  
27 recommendations, considering the tribe's preference for method of communications, and (ii)  
28 modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum  
29 participation of tribes and parents/guardians of Indian children. [34CFR222.94(a)(2)]

30  
31 **Procedure 2:** The Indian Education Committee (Parent Advisory Committee) of the Culbertson  
32 School District will meet each trimester of the school year for the purpose of addressing  
33 comments and concerns of parents/guardians of Indian children regarding the District's  
34 educational programs and activities. The meeting agendas are posted and all meeting are open to  
35 the public allowing for tribal officials as well as parents/guardians of Indian children the  
36 opportunity to submit comments and recommendations for consideration.

37  
38 A school board representative is a non-voting member of the Indian Education Committee  
39 (Parent Advisory Committee). This representation allows for the discussion of the needs of the  
40 students and ideas to be brought forward to both the Indian Education Committee, as well as the  
41 school board.

42  
43 At each of the Culbertson School Board meetings, a section of time is set aside for  
44 communications from the public. This is a time to offer comments and suggestions regarding  
45 programming for Indian students. In addition, two school board meetings are scheduled in June  
46 and July which are specifically devoted to addressing questions regarding federal programs.

1  
2  
3  
4 Based upon suggestions, preferred methods of communication, as well as maximized  
5 participation from tribal officials and parents/guardians of Indian children will be seriously  
6 considered.

7  
8 Information will be included in student handbooks/enrollment packets regarding opportunities to  
9 provide input to the District.

10  
11 The Culbertson School District will survey the Tribe and the parents/guardians of the Indian  
12 children the first week of August each school year to determine their respective preferred  
13 methods (i.e. email, mail, phone call, etc.) of receiving communications from the school. Once  
14 the preferred method of communication has been determined, the Tribe and parents/guardians of  
15 Indian children communication method will be used throughout the consultation process. Any  
16 changes to the method will happen through additional consultation with the Tribe and the  
17 parents/guardians. The Culbertson School District will, to the greatest extent possible, take the  
18 Tribe's preferred method of communication into consideration for all correspondence with the  
19 Tribe and the parents/guardians of Indian children.

20  
21 If the consultation participation by parents/guardians of Indian children and the Tribe is low, the  
22 Culbertson School District will re-evaluate its consultation process. Specifically, the Culbertson  
23 School District will take the following measures to improve or enhance participation:

- 24 • Personally contact, by phone and/or in person, the parents/guardians of Indian children  
25 and the Tribe
- 26 • change communication method(s)
- 27 • change time of meetings

28  
29 The District and Indian Education Committee representatives will schedule meetings with the  
30 Fort Peck Tribe to discuss ongoing programming goals.

31  
32 **Policy 3:** The Culbertson School District will annually assess the extent to which Indian  
33 children participate on an equal basis with non-Indian children in the District's education  
34 program and activities. As part of this requirement, the District will: (i) share relevant  
35 information related to Indian children's participation in the District's educational program and  
36 activities with the Tribe and parents/guardians of Indian children; and (ii) allow the Tribe and  
37 parents/guardians of Indian children the opportunity and time to review and comment on whether  
38 Indian children participate on an equal basis with non-Indian children. [34CFR222.94(a)(3)]

39  
40 **Procedure 3:** The Culbertson School District will take the following measures to annually  
41 assess the extent to which Indian children participate on an equal basis with non-Indian children  
42 in the District's education program and activities.

- 43  
44 A. The Culbertson School District will monitor Indian student participation in all  
45 academic and co-curricular activities.

- B. School district administration will review school data to assess the extent on Indian children's participation in the District's educational programs on an equal basis.
- C. The Culbertson School District will share its assessments of district funding, Indian participation, related academic achievements, and other related data with the parents/guardians of Indian children and tribal officials by email or other preferred method of communication within two weeks of the time the assessment data is available each school year. The information will be discussed at the next available regularly scheduled school board meeting. The parents/guardians of Indian children and tribal officials will be notified at least one week in advance of the discussion of this assessment data at any school board meeting.
- D. Parents/guardians of Indian children, tribal officials, and other interested parties may express their views on participation through direct communications with the school district at any time, at any school board meeting, or to the Indian Education Committee (Parent Advisory Committee).
- E. Copies of the annual reports will be provided to tribal officials.

**Policy 4:** The Culbertson School District will modify the IPPs if necessary, based upon the results of any assessment or input described in this document. [34CFR222.94(a)(4)]

**Procedure 4:** During the organization meeting of the Indian Education Committee (Parent Advisory Committee) in September or October of each year, the Indian Policies and Procedures will be reviewed and revised if necessary. The parents/guardians of Indian children will be notified of the organization meeting by their preferred method of communication. The agenda for the meeting will include the review of the IPP's and details about how the parents/guardians and tribal officials can submit comments and suggestions for improving the IPP's. Once the meeting has occurred and comments and suggestions are received, the document will be forwarded to the Culbertson School Board, as well as the tribal officials and the parents/guardians of Indian children, for review and consideration. If necessary, the Indian Education Committee may suggest revisions at other times of the year as appropriate. The Culbertson School Board of Trustees will determine if there will be any changes to the IPP's as part of their Board policy 1-04-115. Any changes to the Board policy will be implemented immediately upon adoption unless otherwise noted. Any updates to the policy will be sent to parents/guardians of Indian children and tribal officials within two weeks of adoption by the Culbertson School Board by mail and email until their preferred method of communication is determined.

**Policy 5:** The Culbertson School District will respond at least annually in writing to comments and recommendations made by tribal officials or parents/guardians of Indian children, and disseminate the responses to the tribal officials and parents/guardians of Indian children prior to the submission of the IPPs by the LEA. [34CFR222.94(a)(5)]

**Procedure 5:** The Culbertson School District will at least annually respond in writing to comments and recommendations made by the Indian Education Committee (Parent Advisory

Committee), tribal officials, or parents/guardians of Indian children, and disseminate the responses to all parties by email or other preferred form of communication prior to the submission of the IPPs by the District. Documentation of all comments made to the District and/or the Indian Education Committee (Parent Advisory Committee) will be specifically cited in the minutes of their respective meetings.

**Policy 6:** The Culbertson School District will provide a copy of the IPPs to the Fort Peck Tribe. [34CFR222.94(a)(6)]

**Procedure 6:** The Culbertson School District will annually provide a copy of the current Indian Policy and Procedures to the Fort Peck Tribe by email or other form of preferred communication within two weeks of being adopted by the Culbertson School Board.

Legal Reference: 20 U.S.C.S. 7701, et seq. The Impact Aid Program Statute (Title VIII of the Elementary and Secondary Education Act of 1965)

Title VII of the ESEA as amended January 31, 2017

34 CFR 222.94 What provisions must be included in a local educational agency's Indian policies and procedures?

Policy History:

Adopted on: March 20, 1984

Reviewed on:

|             |                 |                  |                  |
|-------------|-----------------|------------------|------------------|
| Revised on: | June 21, 1988   | January 18, 2000 | October 24, 2005 |
|             | June 25, 2008   | June 23, 2009    | August 19, 2010  |
|             | August 16, 2011 | June 19, 2012    | June 17, 2013    |
|             | June 17, 2014   | June 17, 2015    | June 23, 2016    |
|             | June 20, 2017   | January 16, 2018 | June 21, 2018    |
|             | June 19, 2019   | July 21, 2020    | June 15, 2021    |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 26

**AGENDA TITLE:** 2022-2023 Graduation Date

**SUMMARY:** After looking at the adopted calendar for the 2022-2023 school year and keeping with standard norms for our school, I would recommend the Board consider the date for graduation be Saturday, May 20<sup>th</sup> of 2023.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 27

**AGENDA TITLE:** Void Warrants

**SUMMARY:** Two warrants has been lost and the process requires the Board to approve voiding the warrants and issuing two indemnity bonds. The first warrant was a Payroll Warrant #953 in the amount of \$36.94 and the second warrant was a Payroll Warrant #1252 in the amount of 18.47.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

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

**MEETING DATE:** 6-21-2022

**AGENDA ITEM #:** 28

**AGENDA TITLE:** MSGIA Property and Liability Insurance Policy Renewal

**SUMMARY:** Attached is the renewal invoice. The cost is up \$ 7,249 compared to last year. This is an increase of 13.4% compared to the 2021-2022 cost.

**BOARD ACTION**

|          | Motion | Second | Aye | Nay | Abstain |
|----------|--------|--------|-----|-----|---------|
| Finnicum |        |        |     |     |         |
| Anderson |        |        |     |     |         |
| Bergum   |        |        |     |     |         |
| Colvin   |        |        |     |     |         |
| Walker   |        |        |     |     |         |

# MSGIA

PO Box 7029 | Helena, Montana 59604 | Tel 877-667-7392 | Fax 406-457-4505 | [www.msgia.org](http://www.msgia.org)

**To:**

Culbertson School District #17  
Lora Finnicum  
PO Box 459  
Culbertson, MT 59218

PC Policy # PC-23-34188-1

## PROPERTY & LIABILITY INSURANCE INVOICE

| Date             | DESCRIPTION  | TOTAL                                      |
|------------------|--|--|
| 7/1/2022         | Property & Liability Insurance for period<br>7/1/2022 to 6/30/2023 Total Premium<br>FY23<br>Multi-Line Discount<br>Discounted Premium for FY23 | \$64,420<br><del>\$3,221</del><br>\$61,199 |
| <b>TOTAL DUE</b> |  | <b>\$61,199</b>                            |

Remit Total Due by **July 15, 2022**

A 1% late fee will apply for each month premium is not received by due date.

Make all checks payable to

**MSGIA**  
**PO Box 7029**  
**Helena MT 59604**

If you have any questions concerning this invoice, contact Jan Denke, 406.457.4500, [jdenke@mtsba.org](mailto:jdenke@mtsba.org)

**Thank You**

# 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.