

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

NOTICE OF REGULAR SCHOOL BOARD MEETING

Tuesday–November 15, 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. October 24, 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, 2022-2023 Board Goals
15. Action, Board Policy – 2nd Reading

NEW BUSINESS

16. Action, 2022-2023 Classified Staff Contact(s)
 - a. Cook's Helper
 - b. Activity Bus Driver(s)
 - c. Guest Teacher(s)
17. Action, Keycard Reinstatement Request
18. Action, MTSBA FY24 Dues Revenue Estimate

PUBLIC COMMENT FOR NON-AGENDA ITEMS

- 19.

REPORTS (Continued)

20. Information, Trustees Reports/Requests.

DATE/TIME FOR NEXT MEETING

21. Date: Tuesday, December 20th Time: 6:30 p.m.
Potential Conflicts: HS Basketball vs. Froid/Lake
Suggested Changes: Monday, December 19th or
Wednesday, December 21st or
Thursday, December 22nd or
Thursday, December 15th or
Wednesday, December 14th or
???????

ADJOURNMENT

22. Time of adjournment: _____

* 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.

Public Comment

(Agenda Items)

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

Thank you.

SCHOOL BOARD MINUTES
REGULAR MEETING
October 24, 2022
Monday – 6:30 p.m.

The Board met in regular session on Monday, October 24, 2022, at 6:30 p.m. Trustees present were: Chair, 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 motion. Motion carries unanimously. Notice for public comment was given.

Eric Bergum made motion to approve the minutes of September 15, 2022 (regular board) meeting(s). Ian Walker seconded motion. Motion carries unanimously.

Mark Colvin made motion to pay the October bills, approve investments, note cash and extra-curricular balances. Ian Walker seconded motion. Motion carries unanimously. Payroll warrants #1701 to #1740 and claims warrants #10769 to #10841 were written.

Reports were presented. P/T Conferences was well attended, and staff expressed appreciation to the Board for the meal provided. Second graders participated in honey extraction from county extension. Girls' Cross Country Team placed second at state meet, second year in a row. Cyber security coverage remains to be an enormous issue and will continue with solutions. Vape sensors have arrived and will be installed in lockers rooms and public bathrooms and have the capability to link with our camera system. Culbertson has joined a 3-yr pilot program in the Montana Alternative Student Test (MAST) Program to implement a series of shorter testing assessments in lieu of the weeklong format.

Board goals have been re-organized by academic, facility, and other. Chair requested trustees rank the 13 items by importance with 1 being the most important. The form will be emailed to the board. Administration and the union will be asked to participate.

Eric Bergum made motion to adopt Policy 5145 Personnel Extra-Curricular Stipends. Ian Walker seconded motion. No comments received. Motion carries unanimously.

Mark Colvin made motion to accept the resignation for HS Speech & Drama Assistant Coach by Rhonda Seitz. Eric Bergum seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Denmarl Labuga as Custodian, pending background check. Ian Walker seconded motion. Motion carries unanimously.

Eric Bergum made motion to hire Amanda Sager and Dallas Reiland as guest teachers, pending background check. Ian Walker seconded motion. Motion carries unanimously.

Ian Walker made motion to hire Christian Damm as Speech & Drama Assistant Coach. Eric Bergum seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES
REGULAR MEETING
October 24, 2022
Monday – 6:30 p.m.

Mark Colvin made motion to approve Dallas Reiland on sub rosters for kitchen, custodial, and maintenance, pending background check. Eric Bergum seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve \$30 per hour driver's education wage for hours beyond the scope of the school day. Eric Bergum seconded motion. Motion carries unanimously.

Board made general consensus on the Eastern C Division Realignment of Option 1-realign, Option 2-Circle move, and Option 3-Brockton does not move. Division will meet Tuesday for consideration.

Eric Bergum made motion to approve disposition of property of eleven projectors. Ian Walker seconded motion. Projectors were replaced by updated smartboards and will be given away on first come/first serve basis. Motion carries unanimously.

Mark Colvin made motion to post Policy 2335 Instruction Health Enhancement. Ian Walker seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve graduation ceremony on Saturday, May 20th at 1 p.m. Ian Walker seconded motion. Motion carries unanimously.

Board received information on the E-sports program. The program is gaining interest nationwide and would have beneficial impacts on students.

Notice for public comment for non-agenda items was given. Next regular board meeting scheduled for November 15, 2022. Mark Colvin made motion to adjourn. Eric Bergum seconded motion. Meeting adjourned at 7:18 p.m.

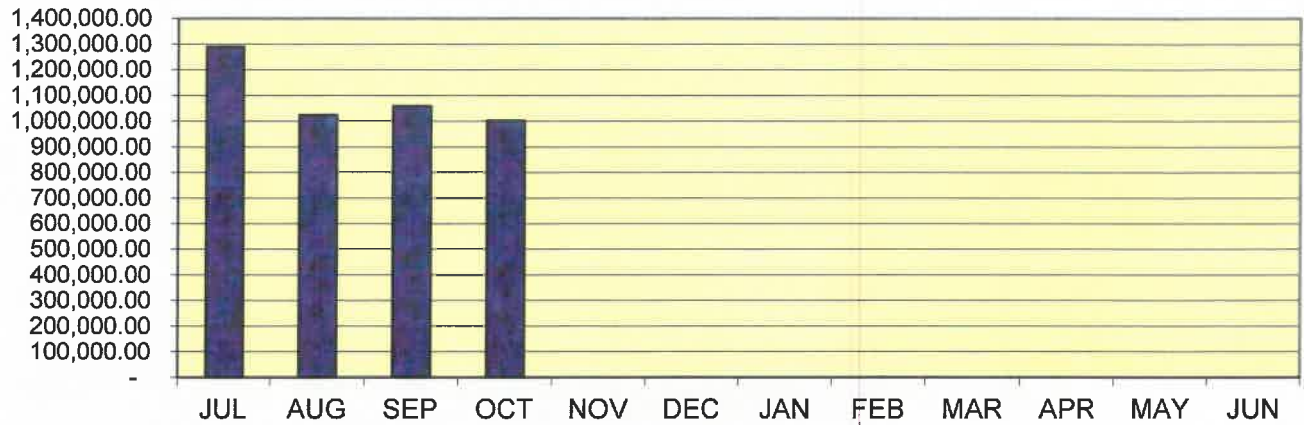
Chairman of the Board


Clerk

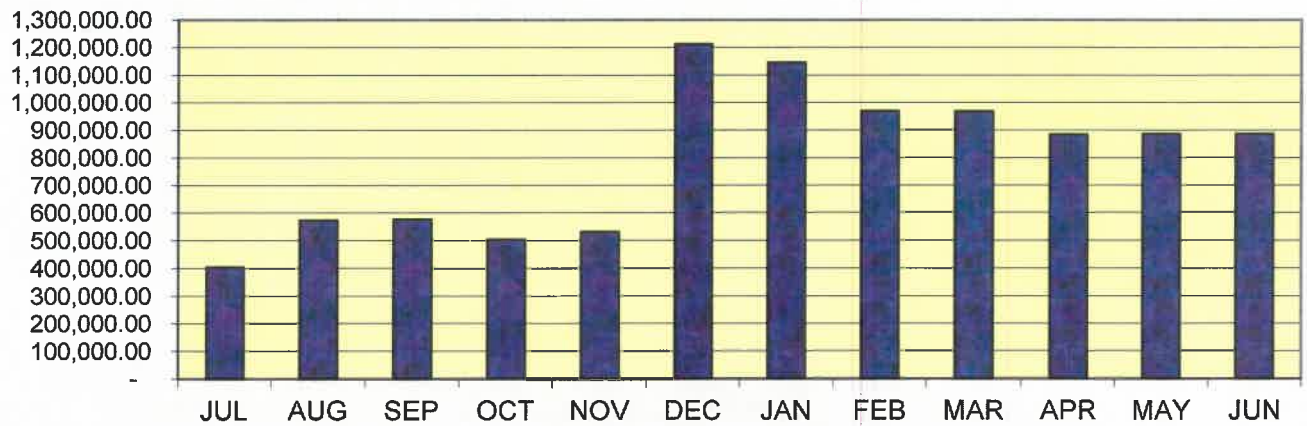
CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of **OCTOBER 31, 2022**

A	B	C	D	E	F	G	H	I
FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	4,109.55	154,650.86	221,514.00	114,586.00	183,488.54	82,199.87	82,199.87	-
TRANSF	25,066.43	13,300.31	85,848.00	85,951.00	25,131.62	13,132.12	13,132.12	-
RETIRED	41,534.41	21,250.84	131,310.00	149,310.00	23,543.34	21,241.91	21,241.91	-
MISC	(1,019.26)	13,043.00	-	-	36,029.48	(24,005.74)	(24,005.74)	-
Misc	6,317.72		-		1,013.74	5,303.98		
Title	(16,507.53)	10,232.00			16,486.14	(22,761.67)		
ESSER II	(1,524.72)				404.34	(1,929.06)		
ESSER III	0.66				25,216.07	(25,215.41)		
Ind Ed	0.63	2,811.00			2,795.19	16.44		
JMG	1,941.97					1,941.97		
SRS	90.40				(9,886.00)	9,976.40		
JOM	8,661.61					8,661.61		
AD ED	8.85	13.83	10,525.00	10,528.00	5.65	14.03	14.03	0.00
COMPA	1.79	2.04	13,223.00	13,224.00		2.83	2.83	(0.00)
IMPACT	0.33	0.25	1,598.00	1,598.00		0.58	0.58	0.00
TECH	(117.68)	0.14	892.00	774.00		0.46	0.46	0.00
FLEX	(7,024.89)	22.17	143,973.00	134,020.00	2,927.28	23.00	23.00	0.00
PR	42,274.73	311,226.67	-		346,849.01	6,652.39	6,652.39	(0.00)
CL	6,595.19	138,488.02	-		89,640.79	55,442.42	55,442.42	(0.00)
ELEM	111,429.45	651,998.13	608,883.00	509,991.00	707,615.71	154,703.87	154,703.87	(0.00)
GENERAL	3,871.28	104,065.50	25,055.00	-	102,739.77	30,252.01	30,252.01	-
TRANSF	18,144.75	9,505.04	17,495.00	17,662.00	17,977.01	9,505.78	9,505.78	-
LUNCH	5,760.97	12,640.18	74.00	10,873.00	7,601.28	0.87	0.87	(0.00)
RETIRED	54,213.68	28,146.90	91,388.00	133,833.00	11,767.96	28,147.62	28,147.62	-
MISC	7,570.17	15,453.20	-	-	8,598.00	14,425.37	14,425.37	-
Misc	2,780.40	15,453.20	-		8,283.01	9,950.59		
ESSER	-					-		
AG	-					-		
BUS	-					-		
JMG	4,789.77				314.99	4,474.78		
Perkins	-					-		
AD ED	8.92	4.34	10,666.00	10,669.00	5.65	4.61	4.61	(0.00)
DR ED	0.98	1.19	7,726.00	7,726.00		2.17	2.17	(0.00)
COMPA	1.95	1.68	10,928.00	10,929.00		2.63	2.63	0.00
IMPAC	7.95	23,955.19	59,649.00	59,656.00		23,956.14	23,956.14	-
TECH	0.46	0.08	501.00	501.00		0.54	0.54	(0.00)
FLEX	0.84		2.00	2.00		0.84	0.84	-
ENDOW	39,557.35	34.99	227,186.00	242,039.00		24,739.34	24,739.34	(0.00)
HS	129,139.30	193,808.29	450,670.00	493,890.00	148,689.67	131,037.92	131,037.92	(0.00)
TOTAL	240,568.75	845,806.42	1,059,553.00	1,003,881.00	856,305.38	285,741.79	285,741.79	(0.00)

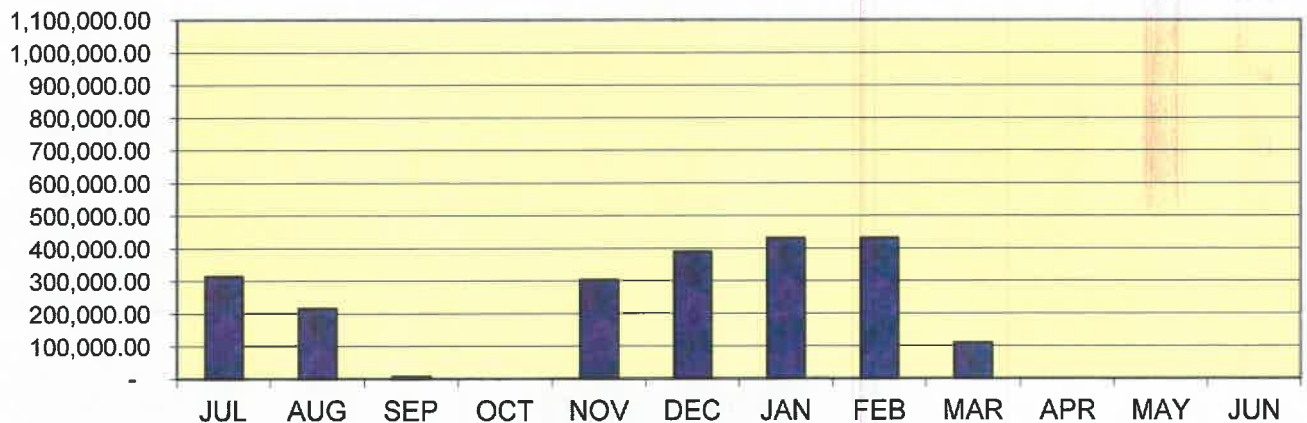
2022-23 INVESTMENTS



2021-22 INVESTMENTS



2020-21 INVESTMENTS



Culbertson Public School

Totals Report for October 2022
2022-2023

11/09/2022
1:12:25 PM

Checking
Savings
Investments

Account	Beginning +	Receipts -	Expenditures +	Transfers =	Ending
1 - ANNUAL	2,604.84	148.00	0.00	0.00	2,752.84
2 - ATHLETICS	10,827.62	5,176.00	4,499.69	0.00	11,503.93
3 - SENIOR CLASS 2023	4,363.67	0.00	310.67	0.00	4,053.00
4 - JUNIOR CLASS 2024	2,407.76	541.00	439.46	0.00	2,509.30
5 - SOPHOMORE CLASS 2025	5,090.44	0.00	640.97	0.00	4,449.47
6 - FRESHMAN CLASS 2026	910.00	80.00	0.00	0.00	990.00
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	5,588.65	2,545.00	3,547.46	0.00	4,586.19
10 - BAND/CHOIR	5,013.19	0.00	77.00	0.00	4,936.19
11 - STUDENT COUNCIL	5,618.87	0.00	388.26	0.00	5,230.61
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	0.00	0.00	0.00	0.00	0.00
15 - PLAY	5,710.28	0.00	0.00	0.00	5,710.28
16 - JMG	1,143.94	0.00	0.00	0.00	1,143.94
17 - BPA	2,914.06	500.00	2,313.97	0.00	1,100.09
18 - EXPLORE AMERICA	20,893.73	4,245.00	2,429.64	0.00	22,709.09
19 - MUSIC PARENTS	2,437.75	0.00	0.00	0.00	2,437.75
20 - ART	2,119.68	0.00	0.00	0.00	2,119.68
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
-----	86,603.37	+ 13,235.00	- 14,647.12	+ 0.00	= 85,191.25



November 2022 Activities report

Culbertson Board of Trustees,

Fall activities have all finished. Cowboy football team made it to the semi-finals for the first time since the 1970s and won the Eastern C conference title. Girls cross country team finished 2nd at state out of 19 teams. Junior High basketball teams have competed in several contests with local schools. Participation in JH basketball consists of 13 boys and 9 girls. High school basketball practice will begin on November 17.

Culbertson hosted the Eastern C Divisional Volleyball tournament Nov 3-5, with great success.

Sincerely,

David Solem

Mr. Olson
Technology Report
School Board Meeting
November 15, 2022

I have not heard back yet from the Grant for the Chromebooks that we put in for last Spring.

Chromebooks are ready for testing this year as we are a part of a test group for a new trial.
M.A.S.T

I am working on setting up Apple for Education to help manage Ipads better.

I will begin updating tech inventory.

Mr. Olson
Principal Report
School Board Meeting
November 15, 2022

Lifetouch retakes were on Nov 1

Students and staff did a great job while we were hosting the Divisional Volleyball Tournament.

Students that were selected to NW Music Festival in Minot did a great job on Nov 4-5. Many students were selected to Dickinson and will perform on Nov 11-12.

We will be holding the Veteran's Day programs at the school on Nov 10. Will update at the meeting.

The end of the trimester was Nov 11.

As of 11-4-22

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	20	24	21	25	25	19	25	13	24	33	22	15	28	294
Sept	22	20	21	24	22	19	24	11	23	29	22	15	26	278
Oct	22	20	21	24	22	19	24	11	24	31	22	15	26	281
Nov	22	20	21	25	22	19	24	11	23	32	22	15	26	282
Dec														0
Jan														0
Feb														0
March														0
April														0
May														0

Enrolled	4	3	3	3	2	0	2	1	4	5	2	3	3	35
Transferred	0	5	0	1	4	0	1	2	3	4	0	0	2	22
Total In/Out														57

Ended the 2021-2022 year with 274

Clerk's Report

November 15, 2022 Meeting

Investment Update

Opportunity Bank bought out Western Bank over a year ago. District monies through the Roosevelt County Treasurer, are managed by the Wolf Point Branch at Opportunity Bank. Any unobligated funds at month end are invested in a 30-day money market account with Opportunity Bank. For the past year, our interest rate has run between 0.12 and 0.14 percent.

Several months ago, the County Treasurer contacted the District regarding the low interest rate from Opportunity Bank. At that time, Culbertson School and Froid School were the only remaining county entities that were investing with Opportunity Bank and not the Board of Investments, Short-Term Investment Pool (STIP) in Helena. In our old policies, one of the caveats allowed for local preference. The MtSBA model policy we have adopted states "funds be invested in a prudent manner so as to achieve maximum economic benefit" (Policy 7260).

Over the past several months, Opportunity Bank has changed their dates when investments are due many times (30th of the month, 26th day of the month, and now 20th of the month). An investment directive on the 20th of the month would be very difficult as I am still processing claims up to the day of board meetings. A good portion of our board meetings happen around the 20th of the month or later. Forcing investments on the 20th would either create under-investing or holding claims over to the following month resulting in late fees.

Due to the issues with investment timelines and low interest rates, I directed the County to invest with STIP for October (interest rate around 2.3 percent). Side note: Froid also went with STIP in October.

We were contacted by Opportunity Bank last week to reconsider pulling our investment monies with a chance to match interest rates. Current STIP rate as of November 6th was 3.309 percent. My recommendation would be to invest with the entity that provides the greatest return on our investments, as our policy states, but can also work within our time frame.

Culbertson School Board Meeting

Superintendent's Report

November 15, 2022

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

November 2 nd	Northeast Superintendent Meeting (NEMASS) @ Sidney
November 3 rd	Eastern C Division Volleyball Tournament @ Culbertson
November 4 th	Eastern C Division Volleyball Tournament @ Culbertson
November 5 th	Eastern C Division Volleyball Tournament @ Culbertson
	HS Football Play-offs Superior @ Culbertson
November 8 th	Culbertson Fire Department Meeting
November 14 th	Culbertson Town Council Meeting
November 15 th	Culbertson School Board Meeting
November 16 th	Roose-Valley Special Education Cooperative Meeting @ Wolf Point
November 17 th	Culbertson Lions Club Meeting
November 18 th	JH Basketball vs. Froid/Lake HERE
November 19 th	JH Basketball vs. Circle HERE
November 21 st	MHSA Executive Board Meeting @ Helena
November 22 nd	Culbertson Fire Department Training
December 3 rd	JH Basketball vs. Brockton HERE
December 6 th	Grade 6-12 Music Concert
December 7 th	Northeast Superintendent Meeting (NEMASS) @ Sidney
December 8 th	Culbertson Chamber of Commerce Meeting
December 9 th	HS Basketball vs. Bainville HERE
December 10 th	JH Basketball vs. Fairview HERE
	HS Basketball vs. R&L Here
December 12 th	Culbertson Town Council Meeting
December 13 th	K-5 Music Concert
	Culbertson Fire Department Meeting
December 15 th	Culbertson Lions Club Meeting
December 17 th	HS Basketball vs. Lustre Christian HERE
December 20 th	HS Basketball vs. Froid/Lake HERE
December 27 th	Culbertson Fire Department Training

B. Other items for your review and consideration:

1. The OPI Accreditation Report (TEAMS) was due November 1st. The report was completed and submitted on October 28th.
2. The Montana High School Association annual meeting will be held in Missoula on Sunday, January 15th and Monday, January 16th. If any trustee would like to attend, please let me know so that I can make proper travel arrangements for you.
3. The contracts for the bus routes will expire at the end of the 2022-2023 school year. I would recommend the Board Negotiation Committee begin reviewing the current contracts for possible changes and set a calendar to meet with the bus contractors in the near future.

4. The Legislature will be convening in January for the new biennium for 90 working days. I will be sharing the legislative updates as they are available.
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 December Board meeting agenda:
 - Any Remaining Extra-Curricular Contracts for 2022-2023
 - Any Remaining Classified Staff Contracts for 2022-2023
 - Extra-Curricular Head Coach Contracts for Fall 2023-2024 Sports
 - Superintendent Evaluation
 - MHSA Annual Meeting Proposals
 - School Safety/Reopening Plan Review

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

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

MEETING DATE: 11-15-2022

AGENDA ITEM #: 14

AGENDA TITLE: 2022-2023 Board Goals

SUMMARY: Attached please find the ranking summary put together by Paul.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Anderson					
Bergum					
Walker					

Goal	Mark	Ian	Eric	Paul	Admin	Staff	Board Average	Rank #
Review Language Arts Curr.	9	4	5	6	3		6	5
Top Ten Academically	2	2	10	2	2	4	4	2
Student Abroad Program	11	7	11	12	11		10.25	13
Four Day School Week	1	13	13	13	10	2	10	12
Family Consumer Science	8	5	2	5	5	3	5	3
New Playground Equipment	3	3	4	3	8	1	3.25	1
Old Armory Facelift	4	10	6	4	9		6	5
Sprinklers	12	11	3	8	4		8.5	10
Improve C-C Facilities	6	9	9	9	7		8.25	9
Farm to Table	7	6	12	10	13		8.75	11
Local Beef for Sch. Foods Pro.	5	8	7	11	12		7.75	8
Activity Bus replacement	10	12	1	7	6		7.5	7
Complete Strategic Plan	13	1	8	1	1		5.75	4

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

MEETING DATE: 11-15-2022

AGENDA ITEM #: 15

AGENDA TITLE: Board Policy – 2nd Reading

SUMMARY: Attached please find a copy of the current Policy 2335 and the proposed policy recommended by MTSBA. The proposed changes are underlined. To date I have received no comments about the proposed changes.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Anderson					
Bergum					
Walker					

INSTRUCTION

Health Enhancement

Health, family life, and sex education, including information about parts of the body, reproduction, and related topics, will be included in the instructional program as appropriate to grade level and course of study. An instructional approach will be developed after consultation with parents and other community representatives. Parents may ask to review materials to be used and may request that their child be excluded from sex education class sessions without prejudice.

The Board believes HIV/AIDS and other STD/STI instruction is most effective when integrated into a comprehensive health education program. Instruction must be appropriate to grade level and development of students and must occur in a systematic manner. The Board particularly desires that students receive proper education about HIV and other STD/STI's, before they reach the age when they may adopt behaviors which put them at risk of contracting the disease.

In order for education about HIV and other STD/STI's to be most effective, the Superintendent will require that faculty members who present this instruction receive continuing in-service training which includes appropriate teaching strategies and techniques. Other staff members not involved in direct instruction, but who have contact with students, will receive basic information about HIV/AIDS and other STD/STI's and instruction in use of universal precautions when dealing with body fluids.

In accordance with Board policy, parents will have an opportunity to review the HIV/STD/STI education program, before it is presented to students.

Legal Reference: §§ 50-16-1001, et seq., MCA

AIDS Education and Prevention (AIDS Prevention Act)

Policy History:

Adopted on: August 11, 2020

Reviewed on:

Revised on:

_____ School District

R

INSTRUCTION

2335

Health Enhancement

Health, family life, and sex education, including information about parts of the body, reproduction, and related topics, will be included in the instructional program as appropriate to grade level and course of study. An instructional approach will be developed after consultation with parents and other community representatives. Parents and guardians may ask to review materials to be used and may request that their child be excluded from human sexuality education or instruction class sessions without prejudice in accordance with Policy 3120. The District will notify parents and guardians 48 hours prior to any event, assembly, or introduction of materials for instructional use on the topic of human sexuality. Notification of parent or guardian rights under this policy will be issued on an annual basis.

For purposes of this Policy, "human sexuality education or instruction" means teaching or otherwise providing information about human sexuality, including intimate relationships, human sexual anatomy, sexual reproduction, sexually transmitted infections, sexual acts, sexual orientation, gender identity, abstinence, contraception, or reproductive rights and responsibilities.

AIDS Education and Prevention

The Board believes HIV/AIDS and other STD/STI instruction is most effective when integrated into a comprehensive health education program. Instruction must be appropriate to grade level and development of students and must occur in a systematic manner. The Board particularly desires that students receive proper education about HIV and other STD/STI's, before they reach the age when they may adopt behaviors which put them at risk of contracting the disease.

In order for education about HIV and other STD/STI's to be most effective, the Superintendent will require that faculty members who present this instruction receive continuing in-service training which includes appropriate teaching strategies and techniques. Other staff members not involved in direct instruction, but who have contact with students, will receive basic information about HIV/AIDS and other STD/STI's and instruction in use of universal precautions when dealing with body fluids. In accordance with Board policy, parents will have an opportunity to review the HIV/STD/STI education program, before it is presented to students.

Cross Reference: Policy 3120 – Compulsory Attendance
 Policy 2332 – Student and Family Privacy Rights
 Policy 2158 – Family Engagement

Legal Reference:	§§ 50-16-1001, et seq., MCA	AIDS Education and Prevention (AIDS Prevention Act)
	<u>§ 20-7-120, MCA</u>	<u>Excused Absences from Curriculum Requirements</u>

Policy History:

Adopted on:

Reviewed on:

Revised on:

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

MEETING DATE: 11-15-2022

AGENDA ITEM #: 16

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

SUMMARY: We have been advertising the following positions for several months:

- a. Cook's Helper
- b. Activity Bus Drivers
- c. Guest Teachers

To date, I have no applications to recommend.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Anderson					
Bergum					
Walker					

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

MEETING DATE: 11-15-2022

AGENDA ITEM #: 17

AGENDA TITLE: Key Card Reinstatement Request

SUMMARY: I received a phone call about a Key Card Reinstatement Request. I was told that I would be receiving a letter, as the individual making the request works evening shift and will be unable to attend in person. I am still waiting for the letter and will forward it to the Board as soon as I receive it.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Anderson					
Bergum					
Walker					

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

MEETING DATE: 11-15-2022

AGENDA ITEM #: 18

AGENDA TITLE: MTSBA FY24 Dues Revenue Estimate

SUMMARY: Attached please find the information from MTSBA about this matter.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Anderson					
Bergum					
Walker					



TO: MTSBA Board of Directors
FROM: Lance Melton, Executive Director
RE: Dues Revenue Estimate for FY2024
DATE: July 6, 2022

Pursuant to the MTSBA Bylaws, below is a dues revenue estimate for the fiscal year beginning July 1, 2023.

Requested Action: The MTSBA Board of Directors is requested to approve the FY24 dues revenue estimate for presentation to our members for their approval through electronic ballot.

Refresher Regarding How MTSBA Dues are Calculated:

The MTSBA bylaws include a dues formula that is based on total current spending by each member three years preceding the year to which the dues apply. The lag between the year of spending vs. the year of dues to which such spending applies is to ensure that we are relying on audited data submitted by OPI to the National Center for Education Statistics.

The dues formula is largely sensitive to each member's local funding, providing a decrease in dues when a member's expenditures drop from year to year and providing an increase in each year when a member's expenditures rise. If a member's spending places them in one of the floors, caps or flat rates, the dues for such member change according to the total percentage change in expenditures by all members in the applicable year.

The percentage by which total current spending of all members increased from FY20 to FY21 (ESSER funds removed from the total of both years) was 1.13% (\$19,377,800 increase in total current spending). That inflation factor has been applied to all floors, caps and flat rates as well as to spending thresholds as required by the Bylaws.

The following is a chart that identifies the various assessment rates, floors, caps and flat rates as they would be set in the bylaws after member approval. The chart below is in an adjusted form as specified in the Bylaws and is presented for your consideration and approval.

FY24 Proposed Dues Formula - Dues Effective July 1, 2023				
FY21 Spending Low	FY21 Spending High	Assessment	Floor	Cap
\$0	\$397,028	Flat Rate	\$403	\$403
\$397,029	\$2,390,975	0.14%	\$403	\$2,638
\$2,390,976	\$4,769,362	0.11%	\$2,638	\$4,457
\$4,769,363	\$7,067,083	0.09%	\$4,457	\$5,483
\$7,067,084	\$11,174,351	0.08%	\$5,483	\$7,247
\$11,174,352	Above Floor, not 1 of 7 largest	0.06%	\$7,247	\$14,171
Seven Largest Members	Flat Rate	Flat Rate	\$19,874	\$19,874
Coop Members	Flat Rate	Flat Rate	\$817	\$817

Estimated Dues Revenue Required by the MTSBA Bylaws:

The MTSBA Bylaws provide that I am to “*estimate the financial impact of the formula above upon projected revenue from regular voting member dues for the Corporation in the subsequent year. In making such estimate, the Executive Director shall adjust the floors, caps and flat rates by the same percentage that spending of the membership overall has changed.*”

Once the revenue estimate is complete, it is subject to approval by the MTSBA Board of Directors. Once approved by the MTSBA Board, the dues revenue estimate is presented to the members for their approval.

For purposes of estimating the dues revenue for FY2024, I have used OPI’s data set for total current spending for FY2021, which reflects an increase in total current spending by our members of 1.13% from FY20-21:

- FY20 Total Current Spending = \$1,720,070,700
- FY21 Total Current Spending = \$1,739,448,500
- Growth in Total Current Spending, \$\$, FY20-21 = \$19,377,800
- Growth in Total Current Spending, %, FY20-21 = 1.13%

Pursuant to the Bylaws, I have estimated the impact of this growth on our existing dues formula by adjusting the floors, caps, flat rates and spending classifications by 1.13% and by applying the Bylaws-adjusted formula to total current spending of the members from FY21.

On the basis of these referenced calculations, I estimate that MTSBA dues revenue would increase under the adjusted formula by approximately \$16,551, from \$1,074,587 in FY23 to \$1,091,138 in FY24.

1. The increase in dues represents approximately 0.32% of MTSBA’s budgeted revenues for FY23 and this increase, if approved, will help MTSBA meet the inflationary costs of operation in FY24 and continue to provide expanded dues based services to our members.
2. This projected increase represents estimated membership dues revenue growth of 1.54% and is based on 100% member retention and no member consolidating, dissolving, or quitting between now and FY24.
3. Provided that we experience average growth in overall revenues from FY23 to FY24, I estimate that the FY24 dues will represent approximately 21% of overall revenues.

Placing Dues in Context:

The large majority, 79% of what we do, is funded through revenues other than dues. At approximately 21% of our \$5.2 million overall budget, our dues are among the lowest in the nation in terms of the percentage of revenues.

We have approximately \$1.7 million in expenses that don’t generate any revenues for MTSBA, and dues help pay for programs that do not generate revenues but that provide tremendous value for our members. Examples of the categories of expense that do not generate revenues include the cost of operating the MTSBA Board and engaging in COSSBA, member outreach, the cost of

owning and operating the building, advocacy before the Legislature and Congress and the cost of corresponding staff that do not generate revenues but who provide valuable services that are core to our Mission. We make up the several hundred thousand dollar gap between dues revenue and non-revenue generating expenses through fees generated by voluntary member selection of MTSBA services, royalties, and contracts with our Insurance Programs that provide our members with access to extensive fee-free services, all of which have been extensively documented and transparently outlined to our members in the membership value infographic.

If you have any questions, please let me know. We will be working with the MTSBA Officers to determine how best to seek your approval of this dues revenue estimate, which will occur either through a Zoom meeting of the board or an electronic ballot, at the discretion of the officers.

Thank you in advance for reviewing this memo and let me know if you have any questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "Lance Melton", followed by several loops and a final flourish.

Lance Melton, Executive Director

FY24 Dues Revenue Estimate
Montana School Boards Association

To: MTSBA Member District Board Chairs

From: Lance Melton, MTSBA Executive Director

Re: Voting on FY24 Dues Revenue Estimate

Date: October 23, 2022

It was so great to see many of you at MCEL this past week and thank you to those who joined us for our Delegate Assembly meeting and the other professional development opportunities offered at MCEL.

As you may recall, we held our Annual Meeting of members on June 9, 2022. You may also recall that we did not meet quorum requirements to conduct business at that meeting. Since the June 2022 Annual Meeting, the MTSBA Board of Directors has approved the FY24 dues estimate. Article III, Section 7 of the MTSBA Bylaws provides an alternative process for conducting voting on these issues as follows:

ARTICLE III SECTION 7. VOTING BETWEEN MEETINGS OF MEMBERS. Voting at times other than at annual or special meetings shall be on ballots distributed by the Executive Director as authorized by the Board of Directors. Such ballots shall contain a full explanation of the question presented, shall indicate the number of votes to be cast by the member school district, shall instruct the manner in which the ballot is to be marked and shall be mailed to the chairperson of each member school board by the Executive Director at least thirty (30) days in advance of the deadline for returning the marked ballots. All ballots cast must be signed by the chairperson of the member school board and shall be tallied by the Executive Director. The results of the balloting shall be provided to the membership via mail and/or electronic means.

The Bylaws also allow for conducting business of the Association via electronic means.

ARTICLE XII – CONDUCTING BUSINESS THROUGH ELECTRONIC MEANS

The Association may conduct any business via technology and/or other electronic means. Therefore, any reference in these Bylaws to written notice, mailings, signatures, distribution of information, conducting meetings or otherwise conducting any business of the Association shall be construed to specifically authorize such conduct in whole or in part through technological means. Such authority shall include but shall not be construed as being limited to: video and conference calls, electronic ballots, electronic meetings, and elections.

Pursuant to the MTSBA Bylaw language above, the following is a live link for your Board of Trustees to cast its vote on the FY24 MTSBA Dues Revenue Estimate. This comes as a seconded motion of the MTSBA Board of Directors:

www.surveymonkey.com/r/...

Below are the instructions for submitting your Board's vote on the FY24 Dues Revenue Estimate.

INSTRUCTIONS FOR VOTING ON FY24 DUES REVENUE ESTIMATE

Your Board should place this issue on your November or December meeting agenda(s) and vote on this issue. **NOTE:** Be sure to review the attached memorandum providing background information on how dues are calculated and the FY24 Dues Estimates.

Your Board Chair or an individual on the Board Chair's behalf must click on the link provided and fill out the ballot consistent with the Board's directive. In that regard, you will need to provide:

The NAME of your school district. NOTE: DO NOT submit your District's Number;

The NAME of the individual submitting the ballot on the District's behalf. NOTE: The individual submitting the electronic ballot on behalf of your District has to either be: (1) your Board Chair, or (2) an individual who has the authority to submit it on behalf of your Board Chair, e.g., the Clerk of the District;

Mark whether your Board approves or opposes the FY24 Dues Estimate;

Insert the Board Chair's name. By doing so, this constitutes and has the legal impact of your Board Chair's legal signature; and

Submit your District's ballot.

Your District's electronic ballot needs to be submitted no later than 5:00 p.m., on Friday, December 16, 2022. The link will be closed at that time.

MTSBA will tabulate the returned ballots in accordance with the weighted votes of each District and inform the membership of the results of this vote on Connect2 the week of December 19, 2022.

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.