

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

NOTICE OF REGULAR SCHOOL BOARD MEETING
Tuesday–May 16, 2023, 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.

NEW BUSINESS

05. Action, Validation of Election Ballots.

Trustee - Three Year Term:

Wendy Becker	201
Shadd Cullinan	116
Chris Petersen	149
Spoiled Ballots	0

06. Action, Swear in Elected Board Members

07. Action, Reorganization of School Board

Chair: _____

Vice-Chair: _____

* 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.

NEW BUSINESS (Continued)

- 08. Action, Appoint District Clerk

MINUTES OF PREVIOUS MEETINGS

- 09. Action, approve minutes from the following meeting(s)
 - a. April 18, 2023 (Regular Board Meeting)
 - b. April 20, 2023 (Special Board Meeting)
 - c. May 1, 2023 (Special Board Meeting)
 - d. May 3, 2023 (Athletic Committee Meeting)
 - e. May 3, 2023 (Negotiations Committee Meeting)
 - f. May 9, 2023 (Special Board Meeting)

FINANCE REPORT

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

REPORTS

- 11. Information, Student Representative Report
- 12. Information, Teacher Report
- 13. Information, Activities Director Report
- 14. Information, Technology Systems Administrator Report
- 15. Information, Principal Report
- 16. Information, District Clerk Report
- 17. Information, Superintendent Report

UNFINISHED BUSINESS

- 18. Action, Board Goals
- 19. Action, Bus Contracts
- 20. Action, Extra-Curricular Contract(s)
 - a. High School Boys' Basketball Head Coach
 - b. High School Girls' Basketball Head Coach
- 21. Action, Board Policies – 2nd Reading
- 22. Action, Extra-Curricular Bus Fleet

NEW BUSINESS (Continued)

- 23. Action, Resignation(s)
- 24. Action, 2023-2024 Certified Staff Contract(s)/Assignment(s)/Extension(s)
- 25. Action, 2023-2024 Classified Staff Contract(s)

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NEW BUSINESS (Continued)

26. Action, 2023-2024 Extra-Curricular Contract(s)
 - a. High School Volleyball Assistant Coach
 - b. Junior High Volleyball Head Coach
 - c. Junior High Volleyball Assistant Coach
 - d. High School Cross Country Assistant Coach
 - e. Junior High/Elementary Cross Country Head Coach
27. Action, Old Armory Cleaning
28. Action, 2023 Summer Maintenance Staff
29. Action, Guest Teacher Application(s)
30. Action, 2023-2024 Technology Budget
31. Action, 2023-2024 Montana High School Association Activities
32. Action, 2023-2024 Missoula Children's Theatre Contract
33. Action, Student Activities Account Closure – Class of 2022
34. Action, Budget Amendment Proclamation
35. Action, 2023-2024 School Membership Renewals
 - a. Montana School Boards Association
 - b. Montana Rural Education Association
 - c. Montana Cooperative Services
36. Action, Interquest Canine Detection Services Contract Renewal
37. Action, Sick Leave Bank Request
38. Action, Grounds
 - a. Weed Control/Fertilization/Sterilization Contract
 - b. Groundskeeper Contractor Proposal
39. Action, Sports Physicals
40. Action, 2023-2024 Weight Room Supervision/Access
41. Action, 2023-2024 School Board Committee Assignments

PUBLIC COMMENT FOR NON-AGENDA ITEMS

42.

REPORTS (Continued)

43. Information, Trustees Reports/Requests.

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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.

DATE/TIME FOR NEXT MEETING

44. Date: Tuesday, June 20th Time: 6:30 p.m.
 Potential Conflicts: none
 Suggested Changes: none

ADJOURNMENT

45. Time of adjournment: _____

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Mission

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Public Comment

(Agenda Items)

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

Thank you.

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 5

AGENDA TITLE: Validation of Election Ballots

SUMMARY: A motion will be necessary to accept the election results.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 6

AGENDA TITLE: Swear in Elected Board Member

SUMMARY: Lora will officially swear in Wendy Becker and Chris Petersen.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 7

AGENDA TITLE: Reorganization of School Board

SUMMARY: A motion will be necessary to select a Chair for a one-year period.
A motion will also be necessary to select a Vice-Chair for a one-year period.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 8

AGENDA TITLE: Appoint District Clerk

SUMMARY: A motion will be necessary to appoint a District Clerk for a one-year period.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 9

AGENDA TITLE: Minutes of Previous Meetings

SUMMARY: A motion will be necessary to approve the minutes from previous meetings. The minutes are attached for your review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

SCHOOL BOARD MINUTES
REGULAR MEETING
April 18, 2023
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, April 18, 2023, at 6:30 p.m. Trustees present were Chair Paul Finnicum, Luke Anderson (via phone), Eric Bergum, Mark Colvin, and Ian Walker. Representatives were Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

Eric Bergum made motion to approve the agenda. Ian Walker seconded motion. Motion carries unanimously. Notice for public comment was given.

Mark Colvin made motion to approve the minutes of March 21st (regular board), and March 27, 2023 (special board) meeting(s). Ian Walker seconded motion. Motion carries unanimously.

Ian Walker made motion to pay the April bills, approve investments, note cash and extra-curricular balances. Eric Bergum seconded motion. Motion carries unanimously. Payroll warrants #1972 to #2004 and claims warrants #11123 to #11177 were written.

Reports were presented. Spring testing is being finalized. Track meets have been cancelled due to the weather. Technology Committee will be scheduled in early May to work on the tech budget. Thiel Brothers should begin work on the Armory roof when there is no longer frost at night.

Mark Colvin made motion to hire Chance Hyatt for HS Cross Country Head Coach. Luke Anderson seconded motion. Motion carries unanimously. HS Boys' Basketball Head Coach position is referred to Negotiations Committee to conduct interviews. Luke Anderson made motion to hire Colby McGinnis for HS Girls' Basketball Head Coach. Mark Colvin seconded motion. For motion: Anderson. Against: Bergum, Colvin, Walker. Motion fails. HS Girls' Basketball Head Coach position is referred to Negotiations Committee to conduct interviews. HS Cheerleading Head Coach position is referred to Negotiations Committee to conduct interviews. Eric Bergum made motion to hire Jeri Gustafson for HS Speech & Drama Head Coach. Ian Walker seconded motion. Motion carries unanimously.

Luke Anderson made motion to renew bus route contracts for 2023-2028 with Option C (tiered assessment first year and \$.08/mile years two through five). Eric seconded motion. For motion: Anderson. Against motion: Bergum, Colvin, Walker. Bus contracts are referred to Negotiations Committee to meet with the bus contractors.

Mark Colvin made motion to approve the resignations of Leanne Knapp and Joy Young. Ian Walker seconded motion. Appreciation expressed to both. Motion carries unanimously.

Eric Bergum made motion to hire Marissa Little Whiteman and Jennifer Lambert as part-time custodians through the end of the school year. Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Logan Nickoloff as 7-12 Agricultural Education Teacher for 2023-24. Eric Bergum seconded motion. Motion carries unanimously. Eric Bergum made motion to approve the following teacher assignments for 2023-24: Bushlen, Harvey for Kindergarten;

SCHOOL BOARD MINUTES
REGULAR MEETING
April 18, 2023
Tuesday – 6:30 p.m.

Nickoloff, Brock for 1st Grade; McDonald for 3rd Grade; Wilson for 4th Grade; Iverson, Vandall for 5th Grade; Welch for K-12 Art; Forbregd for K-12 Counselor; C.Olson for K-12 Library; Taberna, Pfeifer for K-12 Music; B.Nielsen for K-12 PE; Ator for K-12 Special Education; T.Nielsen for JH Science; Morris for JH Math; Berwick for JH English; Pederson for JH Social Studies; Gustafson for 7-12 Title I; Carlisle for 7-12 Business; Nickoloff for 7-12 Ag Ed; Solem for HS Social Studies; Salvevold for HS English; and Mogga for HS Math. Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Amanda Bushlen, Alicia Wilbanks, Jimie Lou Morris, Christian Damm, Perla Burciaga, Marissa Little Whiteman, Macy Lambert, Jonas York, and Haleigh Buck Elk for summer custodial staff. Ian Walker seconded motion. Motion carries unanimously.

Ian Walker made motion to hire Wendy Nickoloff and Theresa McDonald for summer computer cleaning. Eric Bergum seconded motion. Motion carries unanimously.

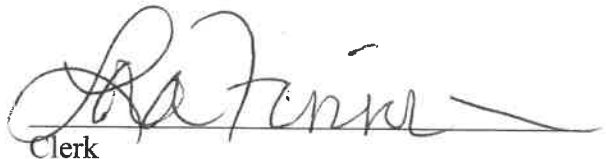
Mark Colvin made motion to renew MUST Insurance for 2023-24. Ian Walker seconded motion. Rates increased by 7 percent. Motion carries unanimously.

Ian Walker made motion to post Policy 5932 School Grounds Keeper and Policy 5140 Classified Employment for first reading. Mark Colvin seconded motion. Motion carries unanimously.

Chair opened discussion on the superintendent's search by explaining the current process and timeline. Deadline for applications closes on May 5th. Board has complete control over the process and can adjust the timelines. Comments received regarding expediting the process to interview and/or offer contracts. Luke Anderson made motion to conduct interviews on Thursday, April 20th at 6:00 p.m. Mark Colvin seconded motion. Special meeting already advertised with interviews and contracts on the agenda. Motion carries unanimously. Board asked to pick interview questions from samples provided.

Notice for public comment for non-agenda items was given. Comments received. Reminder to attend the May 4th strategic planning meeting. Chair recessed meeting at 7:31 p.m. for clerk evaluation. Paul Finnicum recused from meeting at 7:31 p.m. Vice Chair reconvened meeting at 7:47 p.m. Eric Bergum made motion to offer clerk contract to Lora Finnicum for 2023-2026 with \$2,000 annual salary increases. Ian seconded motion. Motion carries unanimously. Eric Bergum made motion to adjourn. Ian Walker seconded motion. Motion carries unanimously. Meeting adjourned at 7:50 p.m.

Chairman of the Board



Clerk

SCHOOL BOARD MINUTES

SPECIAL MEETING

April 20, 2023

Thursday – 6:00 p.m.

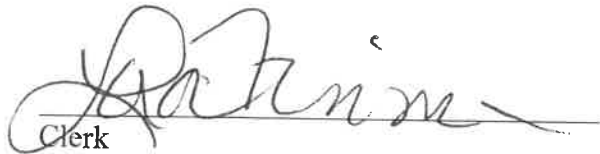
The Board met in special session on Thursday, April 20, 2023, at 6:01 p.m. Trustees present were: Chair Paul Finnicum, Luke Anderson (via phone), Eric Bergum, Mark Colvin, and Ian Walker. Representatives were: Lora Finnicum.

Visitors were recognized. Eric Bergum made motion to approve the agenda. Ian Walker seconded motion. Motion carries unanimously. Notice for public comment given.

Trustees conducted an interview with Nicole Simonsen, superintendent candidate. Chair recessed meeting to executive session on 6:13 p.m. and reconvened on 6:31 p.m. Eric Bergum made motion to offer a superintendent contract to Nicole Simonsen for 2023-2026 for \$97,000 and \$1,500/month housing allowance. Mark Colvin seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Mark Colvin made motion to adjourn. Ian Walker seconded motion. Motion carries unanimously. Meeting adjourned at 6:32 p.m.

Chairman of the Board



Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
May 1, 2023
Monday – 7:00 a.m.

The Board met in special session on Monday, May 1, 2023, at 7:01 a.m. Trustees present were: Chair Paul Finnicum, Eric Bergum, and Mark Colvin. Representatives were: Larry Crowder and Lora Finnicum.

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

Eric Bergum made motion to accept letters of resignation from Karen Eggett, Samantha Ellerton, Raeann Jessen, and Mark Pederson. Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Elizabeth Standley as HS Science Teacher for 2023-24. Eric Bergum seconded motion. Motion carries unanimously. Luke Anderson entered meeting at 7:02 a.m.

Mark Colvin made motion to re-assign Bill Carlisle to JH Social Studies. Luke Anderson seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Negotiations Committee to be scheduled for May 3rd at 6:00 p.m. Meeting adjourned at 7:12 a.m.

Chairman of the Board



Clerk

SCHOOL BOARD MINUTES
COMMITTEE MEETING
May 3, 2023
Wednesday – 6:00 p.m.

The Athletic Committee met for discussion on hiring basketball coaches on May 3, 2023 at 6:02 p.m. Trustees present were: Mark Colvin and Luke Anderson. Representatives were: Larry Crowder and Lora Finnicum.

Visitors were recognized. Notice for public comment given. With multiple applicants for the boys' and girls' basketball head coach positions, committee would like to interview the candidates. Fall sports were not opened up for advertisements. Committee will recommend all positions be advertised each year moving forward. Colby McGinnis withdrew applications for both positions. Interviews will be scheduled. Meeting adjourned at 6:20 p.m.

Chairman of the Board



Clerk

SCHOOL BOARD MINUTES
COMMITTEE MEETING
May 3, 2023
Wednesday – 6:15 p.m.

The Negotiations Committee met for discussion on bus route contracts on May 3, 2023 at 6:20 p.m. Trustees present were: Mark Colvin and Luke Anderson. Representatives were: Larry Crowder and Lora Finnicum.

Visitors were recognized. Notice for public comment given. Board advertised for renewals with the bus route contractors. State law only allows for 12 percent annual increase. The proposed rates per mile would need to be adjusted to reflect the legal allowance. Committee will recommend rate increases at the May 16th meeting. Contractors can either accept or reject with request to bid. If the route is rebid, the base fuel index would be reset. Meeting adjourned at 6:44 p.m.

Chairman of the Board



Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
May 9, 2023
Tuesday – 7:00 a.m.

The Board met in special session on Tuesday, May 9, 2023, at 7:00 a.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Eric Bergum, Mark Colvin, and Ian Walker. Representatives were: Larry Crowder and Lora Finnicum.

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

Trustees reviewed bus fleet with options of 15-passenger vans. Closest available is at Fox Ford but the vehicle is 2-wheel drive. Two buses are currently being worked on. There are limited number of trips remaining in the school year. Mark Colvin made motion to table for further review. Eric seconded motion. Mr. Crowder will present bus options at the May or June meeting. Motion carries unanimously.

Notice for public comment given on non-agenda items. Meeting adjourned at 7:16 a.m.

Chairman of the Board



Clerk

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 10

AGENDA TITLE: Pay Bills, Approve Investments, and Note Cash & Extra-Curricular Balances

SUMMARY: A motion will be necessary to pay bills, approve investments, and note cash & extra-curricular balances. The information is attached for your review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of APRIL 30, 2023

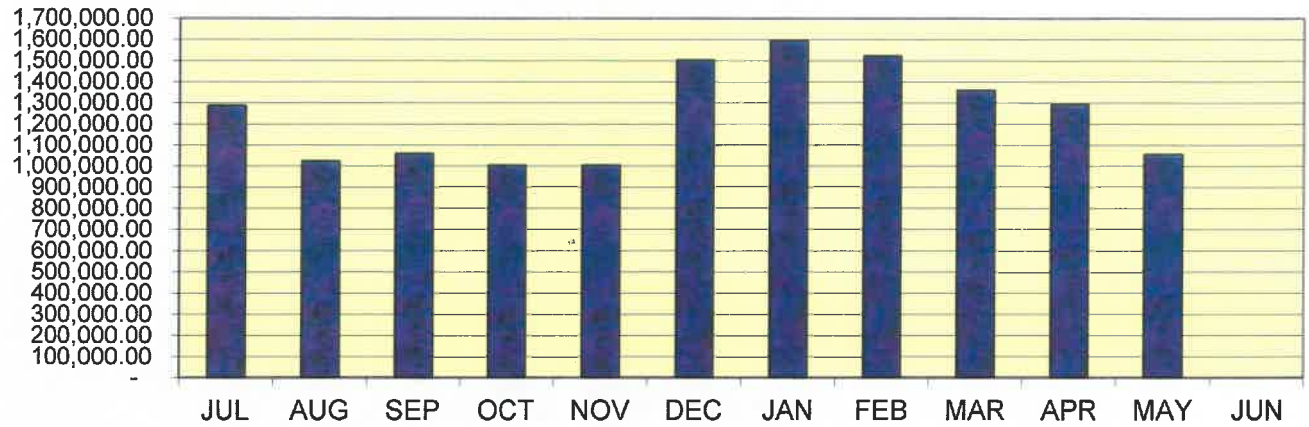
A	B	C	D	E	F	G	H	I
FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	(11,242.38)	82,500.49	260,587.00	246,914.00	214,854.06	(129,922.95)	(129,922.95)	-
TRANSFER	(11,623.32)	687.43	93,367.00	80,508.00	24,455.84	(22,532.73)	(22,532.73)	-
RETIREMENT	(38,268.75)	885.61	171,921.00	131,491.00	24,589.68	(21,542.82)	(21,542.82)	-
MISC	(20,536.66)	5,731.00	-	-	23,675.50	(38,481.16)	(38,481.16)	-
Misc	2,527.95		-		1,000.00	1,527.95		
Title	2,484.74				15,336.45	(12,851.71)		
ESSER II	(2,376.69)					(2,376.69)		
ESSER III	(37,079.58)				2,500.00	(39,579.58)		
Ind Ed	(2,792.99)	5,731.00			2,822.05	115.96		
JMG	1,735.30				126.69	1,608.61		
SRS	3,339.82				1,890.31	1,449.51		
JOM	11,624.79					11,624.79		
AD ED	(963.55)	62.17	13,856.00	12,832.00		122.62	122.62	0.00
COMPA	54.71	51.68	13,347.00	13,356.00		97.39	97.39	(0.00)
IMPACT	6.72	6.25	1,613.00	1,614.00	825.00	(813.03)	(813.03)	0.00
TECH	(451.41)	1.78	459.00	7.00		2.37	2.37	0.00
FLEX	558.27	767.73	198,268.00	198,364.00		1,230.00	1,230.00	0.00
PR	10,107.23	313,232.68	-		295,836.86	27,503.05	27,457.34	45.71
CL	41,247.07	146,875.39	-		182,323.34	5,799.12	5,820.75	(21.63)
ELEM	(31,112.07)	550,802.21	753,418.00	685,086.00	766,560.28	(178,538.14)	(178,562.22)	24.08
GENERAL	(89,889.48)	50,447.18	160,644.00	68,808.00	86,564.82	(34,171.12)	(34,171.12)	-
TRANSFER	(980.19)	355.71	17,220.00	15,664.00	16,961.06	(16,029.54)	(16,029.54)	-
LUNCH	(2,552.15)	22,843.03	21,509.00	18,928.00	14,756.86	8,115.02	8,115.02	-
RETIREMENT	(26,013.98)	838.14	178,380.00	150,835.00	12,949.95	(10,580.79)	(10,556.71)	(24.08)
MISC	46,103.36	-	-	-	8,943.93	37,159.43	37,159.43	-
Misc	1,979.07		-			1,979.07		
ESSER	36,199.29				7,313.52	28,885.77		
AG	3,530.00					3,530.00		
BUS	1,107.00				684.00	423.00		
JMG	3,538.00				946.41	2,591.59		
Perkins	(250.00)					(250.00)		
AD ED	(742.64)	62.89	13,707.00	12,902.00		125.25	125.25	(0.00)
DR ED	303.62	14.26	3,683.00	3,966.00	5.73	29.15	29.15	(0.00)
COMPA	46.16	42.70	11,030.00	11,038.00		80.86	80.86	0.00
IMPAC	83,239.77		-	83,042.00		197.77	197.77	0.00
TECH	(496.84)	1.96	505.00	6.00		4.12	4.12	(0.00)
FLEX	0.88	0.01	2.00	2.00		0.89	0.89	(0.00)
ENDOW	45,053.47	774.26	199,954.00	244,242.00		1,539.73	1,539.73	(0.00)
HS	54,071.98	75,380.14	606,634.00	609,433.00	140,182.35	(13,529.23)	(13,505.15)	(24.08)
TOTAL	22,959.91	626,182.35	1,360,052.00	1,294,519.00	906,742.63	(192,067.37)	(192,067.37)	(0.00)

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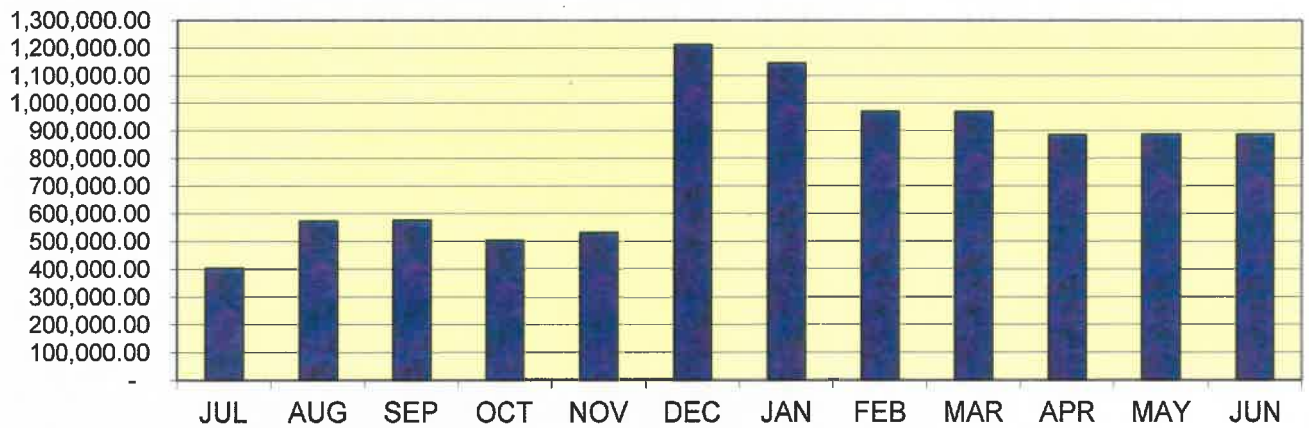
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2020	101 General	233,993.00	178,970.00	221,514.00	114,586.00	114,586.00	359,087.00	390,971.00	308,948.00	260,587.00	246,914.00	114,842.00	-
	110 Transport	82,263.00	90,990.00	85,848.00	85,951.00	85,951.00	130,138.00	140,062.00	129,302.00	93,367.00	80,508.00	57,266.00	-
	114 Retirement	165,012.00	150,687.00	131,310.00	149,310.00	149,310.00	156,545.00	155,870.00	172,805.00	171,921.00	131,491.00	109,062.00	-
	115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
	117 Adult Ed	11,051.00	10,560.00	10,525.00	10,528.00	10,528.00	11,980.00	12,830.00	13,733.00	13,856.00	12,832.00	12,892.00	-
2021	121 Comp Abs	6,869.00	13,222.00	13,223.00	13,224.00	13,224.00	13,226.00	13,265.00	13,304.00	13,347.00	13,356.00	13,401.00	-
	126 Impact Aid	86,023.00	1,590.00	1,598.00	1,598.00	1,598.00	1,598.00	1,603.00	1,608.00	1,613.00	1,614.00	794.00	-
	128 Technology	5.00	5.00	892.00	774.00	774.00	452.00	133.00	136.00	459.00	7.00	7.00	-
	129 Flex	89,864.00	156,885.00	143,973.00	134,020.00	134,020.00	134,043.00	134,432.00	134,821.00	198,268.00	198,364.00	198,826.00	-
	201 General	89,546.00	-	25,055.00	-	-	109,422.00	169,709.00	211,198.00	160,644.00	68,808.00	33,175.00	-
	210 Transport	21,774.00	20,013.00	17,495.00	17,662.00	17,662.00	58,769.00	58,902.00	43,622.00	17,220.00	15,664.00	-	-
	212 Hot Lunch	14,089.00	35,814.00	74.00	10,873.00	10,873.00	3,917.00	8,840.00	16,741.00	21,509.00	18,928.00	20,366.00	-
	214 Retirement	112,557.00	100,492.00	91,388.00	133,833.00	133,833.00	147,694.00	150,666.00	165,345.00	178,380.00	150,835.00	139,427.00	-
	215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
	217 Adult Ed	11,488.00	10,441.00	10,666.00	10,669.00	10,669.00	12,273.00	12,905.00	13,589.00	13,707.00	12,902.00	12,964.00	-
	218 Drivers Ed	5,704.00	7,148.00	7,726.00	7,726.00	7,726.00	7,728.00	7,134.00	5,953.00	3,683.00	3,966.00	3,980.00	-
	221 Comp Abs	8,242.00	10,928.00	10,928.00	10,929.00	10,929.00	10,931.00	10,963.00	10,995.00	11,030.00	11,038.00	11,076.00	-
	226 Impact Aid	124,293.00	79,003.00	59,649.00	59,656.00	59,656.00	78,603.00	78,776.00	57,550.00	-	83,042.00	83,239.00	-
	228 Technology	-	-	501.00	501.00	501.00	501.00	502.00	503.00	505.00	6.00	8.00	-
	229 Flex	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	-
2022	281 Endow	227,112.00	157,276.00	227,186.00	242,039.00	242,039.00	266,778.00	247,481.00	223,184.00	199,954.00	244,242.00	244,286.00	-
	TOTAL	1,289,887.00	1,024,026.00	1,059,553.00	1,003,881.00	1,003,881.00	1,503,687.00	1,595,046.00	1,523,339.00	1,360,052.00	1,294,519.00	1,055,613.00	-
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2020	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	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	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	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	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	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	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	5.00
	129 Flex	-	-	-	-	-	-	-	-	-	-	86,864.00	86,864.00
	201 General	-	-	-	-	-	144,540.00	116,002.00	109,826.00	76,744.00	45,938.00	83,635.00	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	1,664.00
	212 Hot Lunch	1,146.00	1,146.00	-	-	-	-	473.00	-	-	-	1,171.00	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	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	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	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	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	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	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	227,086.00
	TOTAL	404,330.00	573,752.00	576,526.00	503,985.00	531,385.00	1,211,599.00	1,144,857.00	970,040.00	968,584.00	884,689.00	886,944.00	886,944.00
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2020	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	-	-	-
	TOTAL	314,219.00	215,775.00	6,980.00	-	303,408.00	389,239.00	431,567.00	431,567.00	109,742.00	-	-	-

November 2022 same as October to transition investment terms to 1st to end of month.

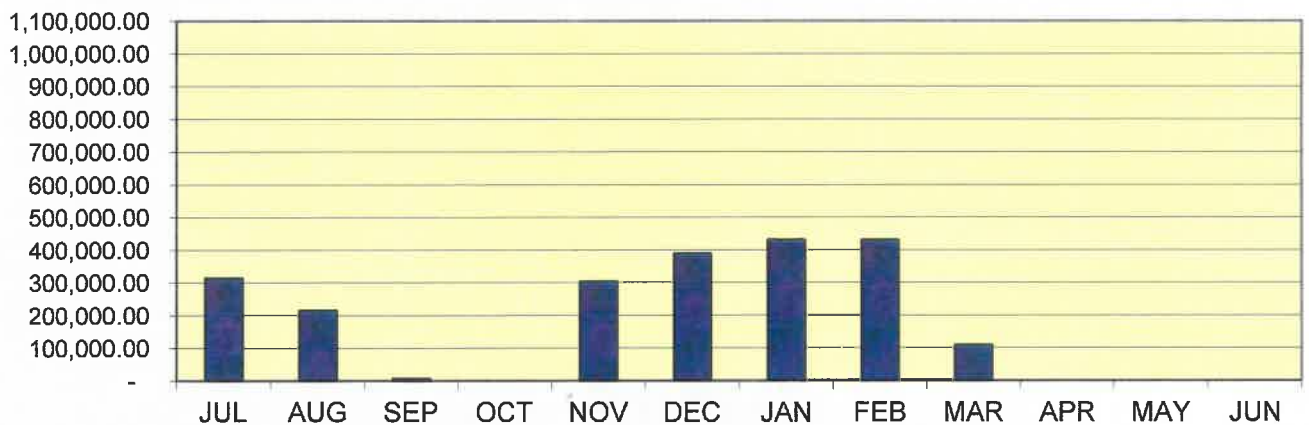
2022-23 INVESTMENTS



2021-22 INVESTMENTS



2020-21 INVESTMENTS



May, 2023

Culbertson Board of Trustees,

The spring athletic season is coming to a close. Six high school golfers competed at the divisional meet on May 8 in Laurel. Elementary and Junior high track ended their seasons on May 12 at the district meet in Fairview. The high school track team competed at the district meet on May 9 in Lambert. The divisional track meet will be held May 18 in Lambert and state track meet will take place in Laurel on May 26-27. The end of year academic/athletic banquet is set for May 22.

Sincerely,

David Solem

Mr. Olson
Technology Report
School Board Meeting
May 16, 2023

The new Sonicwall is online and operational.

We have received the funding notification from E-rate for our Category 2 equipment. This will fund the remaining 10 wireless access points.

I am still setting up Chromebook and rotating out the old ones. We will have to have another Chromebook give away this spring.

As of now Windows 10 end of service is Oct 2025. I am working on solutions as most of our computers do not meet the specifications for Windows 11.

Mr. Olson
Principal Report
School Board Meeting
May 16, 2023

Staff Appreciation week was May 8-12.

Graduation will be held on May 20 at 1pm in the High School gym.

Mrs. Forbregd is completing the last of the SBAC testing.

State Music Festival was held May 5-6. Students did very well!

I am currently watching the Graduate Profile Educational Summit post by OPI. I hope to have additional information by the board meeting.

As of 5-11-23

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	21	20	22	25	22	19	24	10	23	32	21	18	26	283
Jan	22	20	22	25	22	19	24	10	23	32	21	17	26	283
Feb	20	19	22	22	21	19	24	10	22	31	20	15	25	270
March	20	19	22	21	21	19	24	10	22	30	19	13	25	265
April	21	19	22	21	21	19	25	10	22	30	18	13	26	267
May	20	19	22	21	21	19	24	10	22	30	18	13	26	265

Enrolled	5	3	4	3	3	0	3	1	5	5	2	4	1	39
Transferred	4	5	0	5	5	0	2	3	4	6	4	4	2	44
Total In/Out														83

Ended the 2021-2022 year with 274

Culbertson School Board Meeting

Superintendent's Report

May 16, 2023

A. Events that I plan to attend for May and June.

May 1 st	Special School Board Meeting
May 2 nd	Culbertson School Trustee Election
May 3 rd	Northeast Superintendent Meeting (NEMASS) @ Glasgow Culbertson School Board Athletic Committee Meeting Culbertson School Board Negotiation Committee Meeting
May 4 th	Culbertson Chamber of Commerce Meeting Culbertson School Strategic Planning Meeting
May 8 th	Culbertson Town Council Meeting
May 9 th	Culbertson Fire Department Meeting
May 10 th	Culbertson FFA Chapter Banquet
May 11 th	Culbertson High School Junior/Senior Banquet
May 15 th	Culbertson School Board Athletic Committee Meeting
May 16 th	Culbertson School Board Meeting
May 18 th	Eastern C Division Track Meet @ Lambert
May 19 th	Playground Construction Meeting with Larry Grondahl
May 20 th	Culbertson High School Graduation
May 22 nd	District 2C Meeting @ Culbertson Culbertson High School Academic/Athletic Banquet
May 23 rd	Culbertson Fire Department Training
May 24 th	Culbertson Parent Advisory Committee Meeting
May 25 th	Culbertson Lions Club Meeting & Cemetery Cleanup
June 12 th	Culbertson Town Council Meeting
June 13 th	Culbertson Fire Department Meeting
June 20 th	Culbertson School Board Meeting
June 25 th	Montana Rural Education Association Annual Meeting @ Helena
June 26 th	Montana Rural Education Association Annual Meeting @ Helena
June 27 th	Montana Rural Education Association Annual Meeting @ Helena Culbertson Fire Department Training
June 30 th	Last Day of Work

B. Other items for your review and consideration:

1. The Old Armory Roof has been replaced.....finally. The Elementary Roof has been patched. However, a recommendation has been made for a replacement. The initial quote exceeds the bid limit, so the project will need to be advertised. The bids received will be on the June Board agenda for the Board's consideration.
2. The 2022-2023 Title I desk audit was due to OPI by May 1st. I submitted the Audit on April 27th.

3. The fine folks at the state DEQ are requesting information about our facets, drinking fountains, water pipes, and fresh water supply to go with the water sampling testing for lead that took place in December of 2021. I will be getting the requested information to the DEQ in June.
4. The advertisement for teaching and classified jobs continues. Please expect requests for special school board meetings to offer contracts, as needed, throughout the summer.
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):
 - o Replacement of the Football Field Lights
 - o Old Armory: Renovation or Demolition
 - o Replacement of the cinder track with an all-weather track.
 - o Building or purchasing teacher housing.
 - o Building an auditorium for music performances and plays
 - o 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 June Board meeting agenda:
 - o Any Remaining Teaching Contracts for 2023-2024
 - o Any Remaining Classified Staff Contracts for 2023-2024
 - o Any Remaining Extra-Curricular Contracts for 2023-2024
 - o Any Remaining Membership Renewals for 2023-2024

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: 5-16-2023

AGENDA ITEM #: 18

AGENDA TITLE: Board Goals

SUMMARY: Attached please find a sheet updating the 2022-2023 Board Goals. I recommend the Board place an agenda item for the June meeting to begin the 2023-2024 Board Goal Setting Process.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

School Board Goals 2022-2023

Goal	Cost	Timeline/Comments
New Playground Equipment	Estimated Demolition \$5,000 Actual Cost of Equipment \$339,422 Estimated Sidewalk/Curb \$15,578	Bid Award – January 12, 2023 Delivery – Late June 2023 Installation – July 2023
Top Ten Academically	TBD	Met with Staff to Begin Gathering Input - March 2023 Define Academic Metric for Comparisons – May/June 2023 Define Plan for Academic Improvement – June/July 2023
Family Consumer Science	Estimated at \$150,000 - \$175,000 in first year	Define Classroom Space for Program – February 2023 Curriculum Review – Spring 2023 Finalize Classroom Remodel Design – Fall 2023 Order Kitchen/Storage Equipment, etc. – January 2024 Advertise for Staff – February 2024 Add FCS to Class Schedule – Spring 2024 Restart FCS Program – Fall 2024
Complete Strategic Planning	Estimated at \$2,750	Contact Debra Silk at MTSBA – December 13, 2022 Set Date for May Meeting – April 2023 Planning Meeting Conducted – May 4, 2023 Adopt Plan – June 2023
Review Curriculum - Language Arts	Estimated at \$30,000	Request Curriculum Samples – November 2022 Review Samples – January/February/March/April 2023 Recommendation to Curriculum Committee – October 2023 Recommendation to School Board – November 2023 Purchase of Curriculum – December 2023
Old Armory Facelift	Estimated at \$300,000 - \$500,000	Define Additional Upgrades – May/June 2023 Exterior Painting – Quote from C&J Painting for \$25,650 Receive Quotes for Upgrades – May/June 2023

School Board Goals 2022-2023

Completed or Nearly Completed Projects (funds reserved/obligated)

Concrete Southwest Parking	Estimated at \$50,000	Summer 2023
Finish North Foundation	Estimated at \$2,500	Summer 2023
Phase Out Coal Boiler	Estimated at \$30,000	Complete Coal Boiler Removal – Summer 2023
Elementary Gym Bleachers	\$31,575	Installed November 2022
Old Armory Reroofing	\$57,631	Completed April 2023
Improve C-C Facilities	North C-C Cleanup was \$7,040 Lighting Improvement was \$7,535	Completed April 2023 Fall 2022

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 19

AGENDA TITLE: Bus Contracts

SUMMARY: Lora and I have working on a revised plan to recommend to the Board that fits all the legal parameters for contract renewals. Attached is the spreadsheet for the Board's review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 20

AGENDA TITLE: Extra-Curricular Contracts

SUMMARY: The Athletic Committee will be conducting interviews on Monday, May 15th. I believe a recommendation will be forthcoming from that meeting to either offer contract(s) or continue to advertise.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 21

AGENDA TITLE: Board Policies – 2nd Reading

SUMMARY: There were two Board policies that were approved on 1st reading at the April Board meeting. They were:

5140 (Classified Employment and Assignment)
and
5932 School Groundskeeper

Both policies are attached for your review and consideration. 5932 is a new policy, while 5140 is a policy with recommended revisions that are in ***Bold Italic*** print. Comments received on 5932 were in regards to typos and general clarification. No comments were received on 5140.

The Board has the option to:

1. Adopt the policies as revised and presented at this time.
2. Further edit the policies and approve adoption.
3. Continue to post for additional comments and review in June.
4. Decline to adopt the policies as current written.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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 with a
11 beginning and ending date, within the meaning of Section 39-2-912(2), MCA, or 2) on a written
12 contract. Employees initially hired on a written contract for a specific term will have no
13 expectation of continued employment beyond the current contract term, and in the absence of
14 Board action to offer a subsequent contract, the employment will automatically conclude at the
15 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. Leaves of absence by an employee for a period of
19 more than 5 consecutive working days other than holidays or vacations during the probationary
20 period will not be counted as part of the probationary period.

21
22 During the probationary period of employment, the employment may be terminated at the will of
23 either the School District or the employee on notice to the other for any reason or no
24 reason. Prior to the conclusion of the original or extended probationary period, the
25 Superintendent will determine whether to retain the employee or make a recommendation to the
26 Board for termination of probationary employment. If the employee is retained, the employee
27 will be designated as one of the following categories/types of employees depending on the
28 factors noted.

29
30 If the employee is issued subsequent contracts for a specific term following the initial contract, a
31 probationary period will not apply. The employee will be subject to terms of the contract
32 including the beginning and ending date, within the meaning of Section 39-2-912(2), MCA. The
33 employee will have no expectation of continued employment beyond the current contract term,
34 and in the absence of Board action to offer a subsequent contract, the employment will
35 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.

Aides, Tutors	School Maintenance Director	<i>School Groundskeeper</i>	School Custodial Director	Custodian, Asst. Maintenance
1.45	1.95 2.1 plus \$2.5 per hour for current Boiler License	1.95	1.70	1.55

Head Cook	Assistant Cook	Cook's Helper	Secretary	Activities Secretary, Clerk's Assistant
1.70	1.40	1.30	1.45	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	<u>Policy History:</u>		
4	Adopted on:	August 11, 2003	
5	Reviewed on:	May 17, 2022	
6	Revised on:	August 23, 2004	December 17, 2007
7		July 21, 2009	September 21, 2010
8		March 22, 2018	September 15, 2020
9		November 16, 2021	June 21, 2022
			September 16, 2008
			July 21, 2011
			September 14, 2021

Culbertson School District

PERSONNEL

5932

School Groundskeeper

- A. The primary function of the school groundskeeper shall be to maintain the outdoor school grounds in a condition of physical operating excellence so that full educational use of it may be made at all times.
- B. The school groundskeeper is responsible to the maintenance director and/or superintendent.
- C. The school groundskeeper is responsible for any personnel assigned to him/her.
- D. The qualifications of the groundskeeper are: a high school diploma or GED; demonstrated expertise in performing the tasks outlined in the performance responsibilities below; demonstrated knowledge and expertise in the basic techniques of grounds maintenance and care; snow removal; and such alternatives to these qualifications as the Board may find appropriate and acceptable.
- E. The performance responsibilities of the groundskeeper include:
 - 1. Examine school grounds on a regular basis for needed maintenance.
 - 2. Mow grass and remove snow on all school grounds as needed.
 - 3. Maintain irrigation systems and remove weeds as needed.
 - 4. Removal of garbage, debris, and refuge from school grounds as needed.
 - 5. Receive training on how to properly utilize and maintain mowing and snow removal equipment.
 - 6. Establish and recommend priorities on grounds projects.
 - 7. Estimate cost of projects in terms of labor, material, and overhead.
 - 8. Supervise crews of craftspeople for grounds maintenance work such as sprinkler irrigation, weed control, fertilizing, and the like; and repairing fencing, asphalt, concrete, and the like. Perform said tasks if capable.
 - 9. Lay out and inspect work, and assist crew members.
 - 10. Develop a system for dealing with emergency repair work.
 - 11. Prepare reports on costs of work done, materials used, labor expended.
 - 12. Order materials as needed, and make recommendations of supplies and equipment for purchase.
 - 13. Assign work orders, and check drawings and plans.
 - 14. Consult with the maintenance director regarding the establishment of regular preventative maintenance programs.
 - 15. Maintain such grounds records as are required.
 - 16. Other maintenance duties and requests made by the maintenance director and/or superintendent.

- 1 Policy History:
- 2 Adopted on:
- 3 Reviewed on:
- 4 Revised on:

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 22

AGENDA TITLE: Extra-Curricular Bus Fleet

SUMMARY: Current Status of Buses:

Bus #1 (2005 Purple MCI): This bus suffered an air line leak while it was in Billings for the State Music Festival in early May. The leak has been fixed and will be returned to Culbertson for use for the remainder of the school year. I recommend this bus be returned to Billings in mid-June for a DOT inspection, any necessary repairs that result from the inspection, and be returned to Culbertson by the end of July for use in the 2023-2024 school year. This bus was purchased used with over 400,000 miles on it back in 2013-2014 school year. New kingpins are scheduled to be installed, as well. I recommend keeping this bus, as a used replacement would cost well over \$300,000 at this time. The repairs at this time will be a small fraction of the cost of replacement.

Bus #2 (2014 White International 41 passenger): This bus is current at the mechanic shop in Williston. This bus has been out-of-service this year as much as it has been in-service. I recommend replacement of this bus with a used Bluebird 44 passenger activity bus before the start of the 2023-2024 school year. I hope to have quotes from the Board from National Bus Sales very soon for the Board to consider.

Bus #3 (2012 White International 36 passenger): This bus is temperamental....meaning that sometimes it works flawlessly and other times it can barely pull itself out of its own shadow. This inconsistency is wearing on the drivers and the passengers. I recommend replacement of this bus with two (2) used Ford Transit fifteen passenger minibuses with all-wheel drive, again before the start of the 2023-2024 school year. This size minibus does not require a CDL endorsed driver. I hope to have quotes from National Bus Sales very soon for the Board to consider.

I would also like to further recommend the Board work with

Government Capital for the financing of these purchases, as we have done in the past. This is the same company the Board used when purchasing our current fleet of activity buses. A letter from Government Capital with the approximate costs of the used buses is attached. These numbers will be modified to fit the actual costs once they are determined and approved the Board. Also, the sample resolution to work with Government Capital with a lease/purchase agreement is attached for your review and consideration. Again, this the same resolution the Board approved back in the 2013-2014 school year.

I believe these used bus upgrades will be beneficial in the short term of three to five years until a more suitable replacement rotation can be discussed and approved by the Board.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					



May 10, 2023

Mr. Larry Crowder
Culbertson School District No.17 & 17C
(406) 787-6246
crowderl@nemont.net

Dear Mr. Crowder,

Thank you for the opportunity to present proposed financing for Culbertson School District No.17 & 17C. I am submitting for your review the following proposed structure:

ISSUER:	Culbertson School District No.17 & 17C, MT	
FINANCING STRUCTURE:	Tax Exempt Structure w/ \$1.00 purchase	
EQUIPMENT COST:	\$ 300,000	
TERM:	7 Annual Payments	10 Annual Payments
INTEREST RATE:	5.398%	5.495%
PAYMENT AMOUNT:	\$ 53,121.72	\$ 40,188.69
PAYMENTS BEGINNING:	One year from signing, annually thereafter	

Financing for these projects would be simple, fast and easy due to the fact that:

- ✓ We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.
- ✓ We can provide familiar documentation for your legal counsel.

The above payment amount includes all applicable fees expressed as 0.01. These costs can include documentation fees, legal fees, issuance expenses, etc. The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are based on current markets. Upon credit approval, rates may be locked for up to thirty (30) days. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible and as always, my job is to make sure you have the best possible experience every time you interact with our brand. We're always open to feedback on how to make your experience better. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

Stephanie Cates

Stephanie Cates
SVP Client Services
Main: 817-421-5400

A RESOLUTION REGARDING A LEASE PURCHASE AGREEMENT FOR THE PURPOSE OF
FINANCING "**BUSES**".

WHEREAS, Culbertson School Districts Number 17 and 17C, Roosevelt County, Culbertson, Montana desires to enter into that certain Lease-Purchase Agreement by and between Government Capital Corporation and Culbertson School Districts Number 17 and 17C, Roosevelt County, Culbertson, Montana, for the purpose of financing "**Buses**". The School District desires to designate this Agreement as a "qualified tax exempt obligation" of the School District for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended. The Culbertson School Districts Number 17 and 17C, Roosevelt County, Culbertson, Montana desires to designate Larry Crowder, District Superintendent, as an authorized signer of the Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CULBERTSON SCHOOL DISTRICTS NUMBER 17 AND 17C, ROOSEVELT COUNTY, CULBERTSON, MONTANA:

Section 1. That the School District enters into a Lease Purchase Agreement with Government Capital Corporation for the purpose of financing "**Buses**".

Section 2. That the Lease Purchase Agreement by and between the School District and Government Capital Corporation is designated by the School District as a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

Section 3. That the Culbertson School Districts Number 17 and 17C, Roosevelt County, Culbertson, Montana designates Larry Crowder, District Superintendent, as an authorized signer of the Lease Purchase Agreement Number 6662, by and between the Culbertson School Districts Number 17 and 17C, Roosevelt County, Culbertson, Montana and Government Capital Corporation.

PASSED AND APPROVED by the Board of the Culbertson School Districts Number 17 and 17C, Roosevelt County, Culbertson, Montana in a meeting held on the ____day of _____, 2023.

Lessee: Culbertson School Districts Number 17 and 17C, Roosevelt County, Culbertson, Montana

Witness Signature

_____, Board Chairman

_____, District Clerk

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 23

AGENDA TITLE: Resignation(s)

SUMMARY: Ezara Hartsoch has submitted a letter of resignation effective at the conclusion of the 2022-2023 school year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 24

AGENDA TITLE: 2023-2024 Certified Staff Contract(s)/Assignment(s)/Extension(s)

SUMMARY: Contract Extension(s): Currently Courtney Forbregd has a contract extension for up to ten (10) additional days in the summer. We a new superintendent and a new elementary principal, Mike and I would like to request Board approval of more additional summer days/hours for Courtney, if needed, to assist with this administrative transition.

We are currently advertising for 7-12 Business, 2nd Grade (2 positions), 3rd Grade, and 4th Grade.

7-12 Business: There are two applicants. One currently possesses a Class 2 certification. The other is eligible for a Class4 or a Class 5 certification. Class 2 certification is the standard certification for teachers, where a Class 4 and Class 5 are more of a temporary or provisional certification until a Class 2 certification can be obtained. I believe I will have a recommendation for the Board of these two candidates at the Board meeting.

2nd Grade: We are currently seeking two positions, as there will be approximately 19 2nd grade students next year. Two teachers will allow smaller class sizes and easily allows for out-of-district transfers. As of today, we have no applicants for this position. If we do not receive any acceptable applications by the June Board meeting I would recommend filling the 2nd grade positions by reassigning two current teachers to 2nd grade. The recommend Karen Brock be reassigned from 1st grade to 2nd grade (as we believe there will only be approximately 15 1st grade students for the 2023-2024 school year due to multiple retentions in Kindergarten and, therefore, won't need an addition 1st grade classroom). Karent has taught up to 3rd grade for us in the past and would have no problem handling this reassignment. I would also recommend reassigning Rhetta Wilson from 4th grade to 2nd grade. Rhetta is a veteran educator who possess a vast skill set and is more than worthy of handling this reassignment.

3rd Grade: We anticipate 22 students in 3rd grade next year and would prefer another classroom at this level, although it is not required by accreditation standards (up to 28 students in grades 3 & 4 without an aide). If we do not get an acceptable candidate for 3rd grade by the June Board meeting, I recommend that Theresa McDonald have all 22 students in her room. This may cause the Board to consider limiting/restricting out-of-district transfers into this grade level.

4th Grade: We anticipate 21 students in 4th grade next year and would prefer another classroom at this level, although it is not required by accreditation standards (up to 28 students in grades 3 & 4 without an aide). With the possibility of Rhett Wilson being moved from 4th grade to 2nd grade, this leaves us with no 4th grade teachers. Therefore, I would recommend Lee Vandall be reassigned from 5th grade to 4th grade with all 21 students in his room. Again, this may cause the Board to consider limiting/restricting out-of-district transfers into this grade level.

If all of this comes true and we do receive any acceptable applications for elementary teachers, this means that all the 5th graders (anticipating 21 at this grade level for 2023-2024) will all be in Angi Iversen's room. And, you guessed it, this may cause the Board to consider limiting/restricting out-of-district transfers into this grade level.

If even one acceptable applicant is found for any of the elementary positions, I would recommend the applicant be placed in 2nd grade, then move Rhett Wilson back to 4th grade and Lee Vandall back to 5th grade. Of all the upper elementary grades that we should attempt to split next year, I believe that the incoming 5th grade would be the highest on the priority list.

Overall, I hope that all four elementary positions will be filled and everyone can be left in their current positions. We are currently advertising on our social media, the post office, the OPI website, and on-line through Indeed.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 25

AGENDA TITLE: 2023-2024 Classified Staff Contract(s)

SUMMARY: Attached is a list of proposed classified staff for consideration by the Board.

There are several positions that are currently being advertised on our social media and at the post office.

We hope to have some additional recommendations at the meeting that are not currently listed.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

Culbertson Public School

Classified Staff List

2023-2024

Name	Possible Job Assignment for 2023-2024
Jennifer Lambert	Title I Aide
Alecia Wilbanks	Title I Aide
Chelsie Flinn	Title I Aide
Abbey Granbois	Title I Aide – Temporary until Winter Break
Paula Dehner	Aide
Terri Sansaver	Special Education Aide
Keri Hauenstein	JOM & Title VI Home/School Coordinator
Shelby Manning	Jobs for Montana Graduates Specialist
Rhonda Larsen	School Secretary
Kaylynn Raaum	Activities Secretary
Taleasha DePriest	Office Aide
Teri George	Head Cook – 4 Hours/Day
	Cook's Helper
	Cook's Helper
	Cook's Helper
	Maintenance Director
John Wilson	Maintenance
	Custodial Director
Denmarl Labuga	Custodian
Christian Damm	Custodian
Jennifer Struna	Custodian

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 26

AGENDA TITLE: 2023-2024 Extra-Curricular Contract(s)

SUMMARY: High School Volleyball Assistant Coach – Tiffany Nielsen would like to recommend Tessa Rumsey.

Junior High Volleyball Assistant Coach – Tiffany Nielsen would like to recommend Jimie Lou Morris.

Junior High Volleyball Assistant Coach – Tiffany Nielsen would like to recommend Janelle Ator.

High School Cross Country Assistant Coach – Chance Hyatt would like to recommend Abbey Granbois.

Junior High/Elementary Cross Country Head Coach – Chance Hyatt would like to recommend Terri Sansaver.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 27

AGENDA TITLE: Old Armory Cleaning

SUMMARY: Teri George would like to step away cleaning the Old Armory at this time. Christina Olson has indicated that she is interested in this duty.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 28

AGENDA TITLE: 2023 Summer Maintenance Staff

SUMMARY: At this time we are advertising for a Custodial Director. If we are not able to hire anyone for this position, I would recommend the Board appoint Jimie Lou Morris to this position for the summer. If we are able to hire a Custodial Director, Jimie Lou would remain on staff as a custodial worker, as the Board already approved this recommendation.

At this time we are currently advertising for a Maintenance Director. If we are not able to hire anyone for this position, I would recommend the Board appoint Mike Olson to this position for the summer. If we are able to hire a Maintenance Director, I would recommend hiring Mike Olson as a maintenance worker for the summer.

Additionally, I would like to recommend hiring Colin Avance as maintenance worker for the summer.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 29

AGENDA TITLE: Guest Teacher Application

SUMMARY: We have received an application from Nicole VandenBos. I recommend approval pending background check.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 30

AGENDA TITLE: 2023-2024 Technology Budget

SUMMARY: Mike Olson would like to recommend the attached Technology Budget for the 2023-2024 school year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

2023-2024 Technology Budget

The Culbertson School District will maintain a budget providing a sum of money strictly for technology items and training.
An increase of 3% for inflation will be added to next years budget.

TECHNOLOGY ITEM	QUANTITY	Last Year Cost	COST	TOTAL	Fund
Yearly Renewals					
Renaissance Learning (yearly)	Renew on 6-30-24	240 Users	\$5,287	\$5,554.50	\$5,600 Federal SRS Grant
Acellus Annual Support (yearly)	Renew on 5-27-24		\$515	\$515	\$525
AIMSWeb Yearly Renewal (yearly)	Renew on 4-30-24	180	\$1,250	6.50 per student	\$1,170 Federal SRS Grant
Infinite Campus SIS Annual renewal	Renew on 6-1-2024		\$2,600	\$2,704	\$2,704 Federal SRS Grant
Microsoft Office License	Renew on 9-1-23				\$1,334
Sonic Wall (School)	Renew 3-15-26			\$8,936	\$8,936 General Fund
Nemont Internet	monthly		\$7,200	\$600 month	\$7,200 General/E-rate
Follette Destiny Software yearly renewal	Library 5-31-24		\$575	\$575	\$583 General Fund
Schoolwires Website (yearly/3 yr contract	Renew 6-30-2023		\$1,932.00	\$1,932.00	\$1,932.00 Federal SRS Grant/E-rate
Verizon	monthly		\$2,400.00	\$200 a month	\$2,400.00 General Fund/E-rate
OneCall Now (yearly)	Renew 12-1-23	270	\$487	\$427.00	\$489
Harris Lunchcount Program (yearly)	Renew on 7-1-24		\$600	787.50/262.50	\$1,313
E-Rate (Nicole Jones)				\$1,400	
			\$22,845.75		\$34,185
Maintenance /Supply					
Technology Coordinator			\$5,200		\$5,500 General
SchoolHouseIT end point and 1 per month visit				3,500 amonth	\$42,000
Computer Summer Cleaning		142	\$2,346	\$17 each	\$2,414 General
Marco Print Services copiers/printers	monthly		\$24,000	2,673 a month	\$32,076
Incidentals			\$3,000	\$3,000	\$3,000 General Fund/Timber
			\$34,546		\$84,990

Current manged services 14,904
Northstar New 59,820
SchoolhouseIT 42,000

2023-2024 Technology Budget

[illegible]

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Past Technology Requests	14,203	18,280	20,719	20,524	8,415	\$ 21,155
Past Approved Tech Budgets	77,798	79,598	90,166	95,179	87,006	\$ 105,517

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 31

AGENDA TITLE: 2023-2024 Montana High School Association Activities

SUMMARY: Attached please find the MHSA Annual Dues Application Remittance Form, the Liability Catastrophe Plan Remittance Form, and the Concussion Insurance Remittance Form.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

MONTANA HIGH SCHOOL ASSOCIATION

1 South Dakota
Helena, MT 59601

Annual Dues Application and Fees Remittance Form

High School of _____ Montana,
hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2023-24** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
☐	Baseball	☒	Basketball	☒	Band
☒	Basketball	☒	Cross Country	☒	Chorus
☒	Cross Country	☒	Golf	☒	Drama
☒	Football	☐	Soccer	☐	Orchestra
☒	Golf	☐	Softball	☒	Speech
☐	Soccer	☐	Swimming		
☐	Swimming	☐	Tennis		
☐	Tennis	☒	Track		
☒	Track	☒	Volleyball		
☐	Wrestling	☐	Wrestling		
5	<< TOTAL BOYS	5	<< TOTAL GIRLS	4	<< TOTAL COMBINED

TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 14 @ \$250.00 = \$ 3,500

Remit this amount to the MHSA office **before July 15th** and include an **ORIGINAL SIGNED FORM**

Signed/Dated: _____
Chair / Board of Trustees

Signed/Dated: Larry Crowder 5-16-2023
Superintendent or Principal

For MHSA Use Only:

Date Received: _____ Amount Received: _____

Check No. _____ Late Fee: _____

Total Amount Received: _____

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

LIABILITY CATASTROPHE PLAN REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 302.⁰⁰ based on the *HIGH SCHOOL ENROLLMENT* (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for **2023-24**.

School Culbertson High School
Date 5-16-2023
Signed Larry Crowder, Supt.

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022

<u>Enrollment</u>	<u>Premium</u>
0-40	\$206.00
41-110	\$302.00
111-200	\$381.00
201-300	\$503.00
301-400	\$625.00
401-800	\$836.00
801+	\$1,339.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2023.**

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee _____

**MONTANA HIGH SCHOOL ASSOCIATION
2023-24 Catastrophic Insurance Renewal
Mutual of Omaha**

Summary of Lifetime Benefits

- **Accident Medical Expense Benefit:** 100% of reasonable, customary, and necessary covered expenses, with an overall lifetime limit of \$1,000,000.
- **Deductible:** \$50,000 per injury.
- **Incurral Period:** Two (2) year incurral period in which to meet the deductible.
- **Extended Care Facility Maximum** \$365,000 per calendar year.
- **Combined Home Healthcare/Custodial Care Maximum:** \$100,000 per calendar year.
- **Maximum Physical Therapy Benefit:** \$50,000 per calendar year.
- **Accidental Death Benefit:** \$10,000.
- **Cash Benefit:** \$10,000 (for paralysis, including quadriplegia, paraplegia, or hemiplegia).

Expanded Benefits (Total Disability Only):

- **Lifetime Special Expense Benefit:** \$100,000 first decade; \$50,000 each decade thereafter for home remodeling or adaptation and special vehicle purchase or adaptation.
- **Lifetime Adjustment Expense Benefit:** \$50,000 Lifetime for family counseling, training, travel and loss of earnings of parents.
- **Lifetime Education Expense:** \$50,000 for tuition, room and board and other related expenses.
- **Total Disability Benefit:** A catastrophically injured student who is totally disabled at age 18 may receive \$1,500 per month for remainder of life
- **Partial Disability Benefit:** A catastrophically injured student who is partially disabled at age 18 may receive \$1,000 per month for remainder of life.



MONTANA HIGH SCHOOL ASSOCIATION

PROMOTING SUCCESS ON THE COURT, ON THE FIELD, ON STAGE
AND EVERYWHERE ELSE UNDER THE BIG SKY SINCE 1921.

TO: MHSA MEMBER SCHOOL ADMINISTRATORS

FROM: BRIAN MICHELOTTI, EXECUTIVE DIRECTOR

RE: CONCUSSION INSURANCE

The MHSA, through negotiations with our insurance broker, Dissinger Reed, can continue offering concussion insurance for all MHSA athletic participants and cheerleaders at only \$1.35 per student. The coverage includes:

- Maximum - \$25,000 per year
- Benefit Period – 1 year
- Deductible - \$0 per claim
- Eligible Person – all athletes participating in MHSA sports (including cheerleading).
- Covered Activities – participating in practice or play of sports sponsored by the MHSA (including cheerleading).
- Definition of Injury: 1) Directly and independently caused by specific accidental contact with another body or object; 2) A source of loss that is sustained while the injured person is covered under the policy and while he or she is taking part in a covered activity; 3) Resulting in a concussion.

The participant's insurance would first be billed and would pay however there would be no out-of-pocket cost for the participant up to \$25,000 per covered injury. For example, if the participant's insurance had a \$3,000 deductible and none of that deductible was met, this insurance would pay the \$3,000 so there would be no out-of-pocket cost to the family. Also, all co-pays would be covered and if there were tests not covered by the primary insurance this insurance would cover all those costs. The cost per year for schools is as follows:

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41
41-110	\$66
111-200	\$121
201-300	\$141
301-400	\$171
401-800	\$191
801+	\$226

Again, all MHSA athletes and cheerleaders would be covered, there is no deductible, and the maximum coverage per injury per year is \$25,000. This is a very proactive approach to dealing with the issues of concussion that are nationwide including the threats of litigation in every state. It also demonstrates that each school is being proactive in the event of litigation.

If you so desire, payment may be made along with your Membership Application and Catastrophic Insurance applications.

Attachment (remittance form)

1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

CONCUSSION INSURANCE REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 66.00 based on the **HIGH SCHOOL ENROLLMENT** (schedule below) to cover our school's share of Concussion Insurance premium for 2023-24.

School Culbertson High School
Date 5-16-2023
Signed Garry Crowder, Supt.

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41.00
41-110	\$66.00
111-200	\$121.00
201-300	\$141.00
301-400	\$171.00
401-800	\$191.00
801+	\$226.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2023.**

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee: _____

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 32

AGENDA TITLE: 2023-2024 Missoula Children's Theatre Contract

SUMMARY: The price for the MCT contract for the 2023-2024 school year is \$3,000. The scheduled dates for the upcoming school year, if the contract is approved by the Board, will be March 11-16, 2024.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 33

AGENDA TITLE: Student Activity Account Closure – Class of 2022

SUMMARY: Kaylynn would like to recommend closure of the account for the Class of 2022.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 34

AGENDA TITLE: Budget Amendment Proclamation

SUMMARY: The Budget Amendment process requires two steps: the first step is a Budget Amendment Proclamation. The Proclamation is attached for the Board's review and consideration. If the Board approved the Proclamation, then the Board will advance to the 2nd step next month, which is the Budget Amendment Resolution.

This year the Budget Amendment process will be to include additional oil and gas tax revenue that unanticipated into our elementary and high school budgets. The amount to be added in the elementary budget is \$480,000 and the amount in the high school budget is \$150,000.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

**BUDGET AMENDMENT PROCLAMATION
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 May 16, 2023, 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 **\$480,000.00** and the high school budgets in the amount of **\$150,000.00** 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 oil and gas revenues permitted under Section 20-9-310(7), MCA;

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 2022-2023 in the amount of \$480,000 and the high school budgets in the amount of \$150,000 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 20, 2023, 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: 5-16-2023

AGENDA ITEM #: 35

AGENDA TITLE: 2023-2024 School Membership Renewals

SUMMARY:

a. Montana School Boards Association	\$ 4,457
b. Montana Rural Education Association	\$ 2,170
c. Montana Cooperative Services	\$ 268

The membership invoices are attached for the Board's review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					



Lora Finnicum <finnicuml@culbertson.k12.mt.us>

Invoice

1 message

MTSBA <info@mtsba.org>

Wed, Feb 1, 2023 at 3:44 PM

To: "finnicuml@culbertson.k12.mt.us" <finnicuml@culbertson.k12.mt.us>, "lcarparelli@mtsba.org" <lcarparelli@mtsba.org>



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

Invoice Number	0012308
Invoice Date	6/1/2023
Invoice Term	30
Due Date	7/1/2023

Memberships

Membership Renew for
Membership Type: Public School District Boards of Trustees
Membership Term: 7/1/2023 - 6/30/2024

Item	Quantity	Price	Total
Public School District Board of Trustees	1	\$4,457.00	\$4,457.00

Total: \$4,457.00
Tax Total: \$0.00
Shipping Total: \$0.00
Grand Total: \$4,457.00
Payment: \$0.00
Balance: \$4,457.00

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 0012308
Name	
Due Date	7/1/2023
Balance	\$4,457.00
Amount Enclosed	\$



FY24 MREA Membership Dues

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

Invoice No.: 3122
Invoice Date: March 2023

Larry Crowder or Lora Finnicum
Culbertson Public Schools
Box 459
Culbertson, MT 59218

NM	<u>Annual Membership Dues for 2023-2024</u>		
	<i>Dues based on FY07 Trustees Report of District Expenditures</i>	\$2170.00	
	<u>Legal Option:</u>		
	If you want the Legal Counsel Option it is 1/2 of membership dues	\$1085.00	
	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.		
		MREA DUES	\$2170.00
		Legal Option	\$
		Total Enclosed	\$ _____

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.

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: 2079
DATE: February 2023

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

Annual MCS Membership Dues for FY2023-24: Note: both food and other products/services may be purchased with this full membership. OR Food Bid Only: Note: no other products/services may be purchased with this limited membership.	\$ 268.00 OR \$ 100.00	
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. <i>Minimum Full Membership Dues for FY24 are \$125.00</i> <i>Maximum Full Membership Dues for FY24 are \$1,200.00</i>		
☐ Yes, our school will be using the MCS Food Bid in FY2023-24. 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. ** Required information for All Schools Using the Food Bid: Buying commitment for 2023-24 school year is 65% of the cost of food for the year: \$ _____ (does NOT include wages) Dated this _____ day of _____, 2023.		
Please Enter the Dues Amount Paid and Return a Copy of This Invoice		\$
_____ Signature of Authorized Representative		

Please forward a copy of this invoice with this information, back to MCS with your membership dues for 2023-24.

Make all checks payable to: MCS (Montana Cooperative Services)
Please email (dpuyear@mrea-mt.org) or call (406.461.8050) with questions.

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 36

AGENDA TITLE: 2023-2024 Interquest Canine Detection Services Contract Renewal

SUMMARY: Mike and I would like to recommend renewal of the contract for three (3) half-day visits at a cost of \$400 per visit.

Attached please find a copy of the contract for your review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

National Headquarters
21900 Tomball Parkway
Houston, Texas 77070
1-800-481-7768

Interquest Detection Canines of Montana
Beth Kendall
PO Box 62
Joplin, Montana 59531

INTERQUEST DETECTION CANINES

Culbertson Public Schools

This shall serve as an agreement by and between INTERQUEST DETECTION CANINES and the DISTRICT for substance awareness and detection services for the period of August 2023 through **July 2024.**

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students/ employees and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety education. It is also recommended that the DISTRICT publicly state that it has a service agreement with Interquest Detection Canines to provide random contraband inspections on its campus.

INTERQUEST shall provide contraband inspection service utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT conducting such inspections. Communal areas, lockers, gym areas, classrooms, parking lots (vehicles), grounds and other selected areas as directed by the DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide presumptive identification of the drug.

INTERQUEST agrees to provide # 3 half-days / *full-days visits during the contract period. The service rate is \$400.00 per half-day (2.5 hrs + paperwork time) – or \$700.00 per full-day (5 hrs + paperwork time) inspection during the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. Multiple canine teams will be charged on a per-team basis.

INTERQUEST will invoice for service to the DISTRICT'S business office during or end of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The DISTRICT will provide a school calendar indicating dates that are inappropriate for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and regional regulatory agencies as required.

INTERQUEST
DETECTION CANINES Montana Branch

FOR THE SCHOOL:

(Administrator Signature)

Beth Kendall
Franchise Owner
(406) 673-7925

Date _____

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 37

AGENDA TITLE: Sick Leave Bank Request

SUMMARY: We have received a Sick Leave Bank Request from Teri George for six (6) days due her husband's hospitalization with cancer.

Teri's application/request meets all the requirements, as set forth in Board policy.

Lora and I recommend approval of this request.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 38

AGENDA TITLE: Facility/Grounds

SUMMARY: a. Weed Control/Fertilization/Sterilization Contract

Attached please find a quote from Con's.

If the Board wishes to have Con's do the work, I recommend the Board consider:

- two or three applications to the School Building turf at a cost of \$580 per application.
- two applications to the C-C complex at a cost of \$2,616 per application.
- one application of sterilant to all necessary areas at a cost of \$1,140 per application.

The total cost for these recommendations would be \$8,112 for the year.

b. Groundskeeper Contractor Proposal

Mike Weeks would like submit an independent contractor proposal for the groundskeeper position for the Board's review and consideration. I will forward the proposal as soon as it is received.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					



P.O. Box 1567 Sidney, MT 59270 – (406)-488-7422 – donvan@midrivers.com

April 12, 2023

Culbertson Schools
Larry Crowder
PO Box 459
Culbertson, MT 59218

Dear Mr. Crowder,

The following is an estimate for the areas we discussed.

- School building turf (58,000 sq. ft.) – Broadleaf weed and fertilizer
Each application will cost \$580.00
- Ball field turf (football and baseball – 327,000 sq. ft.) – Broadleaf weed and fertilizer
Each application will cost \$2,616.00
- Total kill bare-ground weed control for the following areas: (approximately 125,000 sq. ft.)
 - Gravel areas around school building
 - Playground
 - 3 baseball infields
 - Bull pen
 - Parking area (door 5)
 - Track and shot putOne time treatment for season long weed control will cost \$1,140.00

Thank you for the opportunity to work for Culbertson Schools. We look forward to hearing from you.

Sincerely yours,

Con Donovan

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 39

AGENDA TITLE: Sports Physicals

SUMMARY: Historically, the Culbertson School has conducted sports physicals during the summer at the school. The school has also always covered the price, which was \$30 per physical.

We recently received notification from the Hospital (please see attached letter) that they will no longer continue the practice of doing the physicals at the school. What is not seen in the letter is that the price of the sports physical will now be \$76 each.

Approximately 100 students in grades 5-12 receive sports physicals each year that is paid by the school.

What does the Board wish to do moving forward? Do you want to continue to pay for all of the sports physicals? Do you want to discontinue to pay for the sports physicals? Or somewhere in-between?

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					



May 1, 2023



Getting your child's
SPORTS PHYSICAL
will be different this year.

Dear Parents,

Your health care team would like to make you aware of changes to the process we will be using concerning sports-physicals for the upcoming school year. We will no longer be doing sports-physicals at the school in a one, or two-day period just before school starts. The limited time and privacy of the current process at the schools makes it difficult to complete a thorough wellness-exam of your child.

Moving forward, you will need to schedule an appointment in the clinic to have this physical completed. You may schedule it along with your child's annual well-child exam, and the sports-physical form can be completed during that appointment. If your child has already completed a well-child exam, they can schedule the sports-physical alone. These physicals can begin as early as May 1, for the upcoming school year. For example, if your child is participating in fall sports in 2023, you can schedule them for a well-child exam or sports-physical beginning May 1, 2023.

Because of this change, you will now have greater flexibility to be able to schedule an appointment at your convenience over the four-month period leading up to fall sports. If the sports-physical isn't needed until winter or spring 2024 sports, you will have several more months to be able to schedule the wellness-exam. This will allow us the time truly needed to fully evaluate all aspects of your child's health without feeling rushed by the current process. If a health care need or follow up is identified, you will be notified.

Your health insurance may cover the cost of an annual well-child exam, depending on your insurance's in, or out-of-network coverage. Medicaid will pay for annual child wellness-exams. If you do not have health insurance for your child, we will provide a good faith estimate of the cost. You can submit a financial assistance application to see if you qualify for help with the cost of the visit.

Please contact Roosevelt Medical Center's clinic at (406)-787-6400 with questions and to schedule appointments for your child's annual wellness-exam.

Respectfully,
Your health care team



Zoe Fugere,
FNP



Dr. David Shahbodaghi
Medical Director



Mike Madden,
FNP, APRN



Blaine White,
PAC

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 40

AGENDA TITLE: 2023-2024 Weight Room Supervision/Access

SUMMARY: Last year the Board hired and paid for adult supervision of the Weight Room to all students the opportunity to have greater access. The time slots last year were 6 am – 8 am, 4 pm – 6 pm, and 6 pm- 8 pm, Monday through Friday each week.

I asked for adults from the staff that would be interested in doing it this summer and have the following results:

6 am – 8 am Brad & Tiffany Nielsen, and Taleasha DePriest

4 pm – 6 pm No one showed interest

6 pm – 8 pm Shelby Manning

I recommend hiring the above named staff to supervise the weightroom at their respective times.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

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

MEETING DATE: 5-16-2023

AGENDA ITEM #: 41

AGENDA TITLE: 2023-2024 school Board Committee Assignments

SUMMARY: Attached please find the Board Committee Assignments for the current year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Colvin					
Walker					
Becker					
Petersen					

Culbertson School Board Committees

2022-2023

<u>Committee</u>	<u>Members</u>	<u>Chair</u>
Personnel	All Board Members	Paul Finnicum
Finance	All Board Members	Paul Finnicum
Curriculum	Paul Finnicum Luke Anderson Mark Colvin	Mark Colvin
Policy	Eric Bergum Ian Walker	Eric Bergum
Professional Development	Luke Anderson Mark Colvin	Mark Colvin
Facility	Eric Bergum Paul Finnicum	Paul Finnicum
Technology	Mark Colvin Eric Bergum	Eric Bergum
Vocational	Luke Anderson Eric Bergum	Luke Anderson
Public Relations	Paul Finnicum Ian Walker	Paul Finnicum
Athletics	Mark Colvin Luke Anderson	Luke Anderson
Negotiations	Paul Finnicum Mark Colvin Luke Anderson	Paul Finnicum

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.