

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

NOTICE OF REGULAR SCHOOL BOARD MEETING  
**Tuesday–June 20, 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.

**MINUTES OF PREVIOUS MEETINGS**

- 05. Action, approve minutes from the following meeting(s)
  - a. May 15, 2023 (Athletic Committee Meeting)
  - b. May 16, 2023 (Regular Board Meeting)
  - c. May 23, 2023 (Facility Committee Meeting)
  - d. June 2, 2023 (Special Board Meeting)

**FINANCE REPORT**

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

**REPORTS**

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

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

**Mission**

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

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

14. Action, Resignation
15. Action, 2023-2024 Teacher Contract(s)/Assignment(s)
16. Action, 2023-2024 Classified Staff Contact(s)
17. Action, 2023-2024 Extra-Curricular Contact(s)
  - a. High School Track Head Coach
  - b. High School Golf Head Coach
18. Action, Budget Amendment Resolution
19. Action, 2023-2024 School Board Memberships
  - a. Montana Quality Education Coalition
20. Action, Disposition of Property
  - a. Athletic Equipment
21. Action, 2023-2024 Professional Growth Allocation
22. Action, Impact Aid Policy Annual Review
23. Action, School Safe Return Plan Semi-Annual Review
24. Action, ARP ESSER Plan Semi-Annual Review
25. Action, District Strategic Plan
26. Action 2023-2024 Graduation Date
27. Action, Montana Children's Theatre Performance Dates
28. Action, Roose-Valley Special Education Cooperative Interlocal Agreement
29. Action, Board Policy – 1<sup>st</sup> Reading
30. Action, Bus Purchase(s)
31. Action, Property/Casualty Insurance Renewal – MSGIA
32. Action, Weight Room Supervision

### **PUBLIC COMMENT FOR NON-AGENDA ITEMS**

33.

### **REPORTS (Continued)**

34. Information, Trustees Reports/Requests.

### **DATE/TIME FOR NEXT MEETING**

35. Date: Tuesday, July 18<sup>th</sup>                      Time: 6:30 p.m.  
Potential Conflicts: None  
Suggested Changes: None

### **ADJOURNMENT**

36. Time of adjournment: \_\_\_\_\_

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

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# Public Comment

(Agenda Items)

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

Thank you.

SCHOOL BOARD MINUTES  
COMMITTEE MEETING  
May 15, 2023  
Monday – 6:00 p.m.

The Athletic Committee met to conduct interviews on May 15, 2023, at 6:02 p.m. Trustee present was: Mark Colvin. Representatives were: Larry Crowder and Lora Finnicum.

Visitors were recognized. Notice for public comment given. Committee conducted interviews for HS boys' basketball head coach with Terrence Johnson and Milton Apple and for HS girls' basketball head coach with Sabrina Labatte. Meeting adjourned at 7:45 p.m.

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Chairman of the Board



Clerk

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 16, 2023  
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, May 16, 2023, at 6:30 p.m. Trustees present were Chair Paul Finnicum, Wendy Becker, Mark Colvin, Chris Petersen, 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.

School election results were canvassed: For Three-Year Trustee Wendy Becker 201, Shadd Cullinan 116, Chris Petersen 149. Ian Walker made motion to validate the election results. Mark Colvin seconded motion. Motion carries unanimously. Newly elected trustees Wendy Becker and Chris Petersen were sworn in. Chair calls for reorganization of the Board. Ian Walker made nomination for Mark Colvin as Chair. Wendy Becker seconded nomination. Nomination carries unanimously. Paul Finnicum made nomination for Ian Walker as Vice-Chair. Wendy Becker seconded nomination. Nomination carries unanimously. Ian Walker made motion to appoint Lora Finnicum as District Clerk. Wendy Becker seconded motion. For motion: Becker, Petersen, Walker. Recusal: Finnicum. Motion carries.

Paul Finnicum made motion to approve the minutes of April 18<sup>th</sup> (regular board), April 20<sup>th</sup> (special board), May 1<sup>st</sup> (special board), May 3<sup>rd</sup> (athletic committee), May 3<sup>rd</sup> (negotiations committee), and May 9, 2023 (special board) meeting(s). Ian Walker seconded motion. Motion carries unanimously.

Chris Petersen made motion to pay the May bills, approve investments, note cash and extra-curricular balances. Ian Walker seconded motion. Motion carries unanimously. Payroll warrants #2005 to #2159 and claims warrants #11178 to #11256 were written.

Reports were presented. The JH Academic Olympic teams traveled to compete in Glasgow and received second place in written and oral. HS golf team went to divisionals with no state qualifiers. The draft of the strategic plan should arrive in June and board goals should be aligned with the developed plan.

Paul Finnicum made motion to renew bus contracts for 2023-2028 School Years with Iverson Route #1, L. Hekkel Route #2, Birch Route #3, Finnicum Route #4 and #5, and C. Hekkel Route #6 as presented. Chris Petersen seconded motion. For motion: Becker, Petersen, Walker. Recusal: Finnicum. Motion carries.

Athletics Committee met and conducted interviews. Paul Finnicum made motion to hire Milton Apple for HS Boys' Basketball Head Coach and Sabrina Labatte for HS Girls' Basketball Head Coach. Ian Walker seconded motion. Motion carries unanimously.

Paul Finnicum made motion to adopt Policy 5140 and 5932. Chris Petersen seconded motion. Comments were received only on grammar. Motion carries unanimously.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 16, 2023  
Tuesday – 6:30 p.m.

Paul Finnicum made motion to make necessary repairs to Bus #1, replace Bus #2 with used Bluebird 44 passenger bus, replace Bus #3 with two Ford Transit 15 passenger minibuses, and utilize Government Capital for financing. Chris Petersen seconded motion. Motion carries unanimously.

Paul Finnicum made motion to refer the groundskeeper contractor proposal to committee. Chris Petersen seconded motion. Motion carries unanimously.

Paul Finnicum made motion to approve up to 10 additional days during the summer to Courtney Forbregd for assistance with new administration transition. Chris Petersen seconded motion. Motion carries unanimously. Larry Crowder conducted an interview with Milton Apple with recommendation to hire. Ian Walker made motion to offer a teaching contract to Milton Apple for 7-12 Business Education for 2023-24. Chris Petersen seconded motion. Motion carries unanimously.

Paul Finnicum made to offer classified contracts to: Jennifer Lambert, Title I Aide; Alicia Wilbanks, Title I Aide; Chelsie Flinn, Title I Aide; Abbey Granbois, Title I Aide (temp); Paula Dehner, Aide; Terri Sansaver, Sped Aide; Keri Hauenstein, JOM/Title VI Home/School Coordinator; Shelby Manning, JMG Specialist; Rhonda Larsen, School Secretary; Kaylynn Raaum, Assistant Clerk/Activities Secretary; Taleasha DePriest, Office Aide; Teri George, Head Cook (.5); John Wilson, Maintenance; Denmarl Labuga, Custodian; Christian Damm, Custodian; and Jennifer Struna, Custodian. Wendy Becker seconded motion. Advertisements would continue for open positions. Motion carries unanimously.

Paul Finnicum made motion to hire Tessa Rumsey as HS Volleyball Assistant Coach, Jimie Lou Morris as JH Volleyball Head Coach, Janelle Ator as JH Volleyball Assistant Coach; and Terri Sansaver as JH/EL Cross Country Head Coach for 2023-24. Ian Walker seconded motion. Comments were received on inconsistencies in hiring processes. Procedures will be developed. Motion carries unanimously.

Chris Petersen made motion to approve Christina Olson for cleaning the Old Armory. Wendy Becker seconded motion. Price remains at \$62.50 per week. Motion carries unanimously.

Paul Finnicum made motion to assign Jimie Lou Morris as temporary Custodial Director, Mike Olson as temporary Maintenance Director, and Colvin Avance as maintenance for summer help. Wendy Becker seconded motion. Advertisements would continue for open positions. Motion carries unanimously.

Wendy Becker made motion to hire Nicole VandenBos as Guest Teacher, pending background check. Ian Walker seconded motion. Motion carries unanimously.

Mike Olson presented the 2023-2024 Technology Budget. The biggest change is the additional security required by the property and liability insurance company. Quotes for end-point security were received from Northstar at \$59,820 and SchoolhouseIT at \$42,000. Chris Petersen made

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 16, 2023  
Tuesday – 6:30 p.m.

motion to approve the technology budget as presented with SchoolhouseIT. Ian Walker seconded motion. Motion carries unanimously.

Paul Finnicum made motion to approve the MSHA Annual Dues Application, Liability Catastrophic Plan, and Concussion Insurance for 2023-24. Wendy Becker seconded motion. Motion carries unanimously.

Ian Walker made motion to approve the contract with Missoula Children's Theatre for March 2024 for \$3,000. Wendy Becker seconded motion. Suggestion made for an additional performance on Friday. Mr. Crowder will reach out to Tessa Rumsey for that option and readdress at future board meeting. Motion carries unanimously.

Wendy Becker made motion to approve the closure of student activity account Class of 2022. Ian Walker seconded motion. Motion carries unanimously.

Paul Finnicum made motion to approve the budget amendment proclamation for \$480,000 in the elementary general fund and \$150,000 in the high school general fund from unanticipated oil and gas revenues. Chris Petersen seconded motion. Motion carries unanimously.

Paul Finnicum made motion to renew 2023-2024 memberships to Montana School Boards Association for \$4,457, Montana Rural Education Association for \$2,170, and Montana Cooperative Services for \$268. Wendy Becker seconded motion. Motion carries unanimously.

Ian Walker made motion to renew the Interquest Canine Detection Services Contract for \$400 per visit for three, half-day visits for the 2023-24 school year. Chris Petersen seconded motion. Motion carries unanimously.

Wendy Becker made motion to approve the sick leave bank request for Teri George for six days as presented. Ian Walker seconded motion. Motion carries unanimously.

Wendy Becker made motion to approve Con's Weed Control Service proposal for ground sterilant and weed control for all school properties. Chris Petersen seconded motion. Motion carries unanimously.

Paul Finnicum made motion to discontinue paying for school physicals. Ian Walker seconded motion. Roosevelt Medical Center will no longer be providing physicals at the School. Families will be personally responsible, but physicals may be covered under well-child benefits. For motion: Becker, Finnicum, Walker. Against: Petersen. Motion carries.

Paul Finnicum made motion to approve weight room supervisors of Brad Nielsen, Tiffany Nielsen, Taleasha DePriest, and Shelby Manning. Chris Petersen seconded motion. Paul Finnicum made amendment to provide time slots of 6-8 a.m. and 6-8 p.m. Chris Petersen seconded amendment. Have sign-in sheets to monitor participation. Amendment carries unanimously. Board will re-visit in July. Motion carries unanimously.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 16, 2023  
Tuesday – 6:30 p.m.

School board committee assignments were reviewed. All trustees are on Personnel and Finance Committees. Remaining committee assignments are: Colvin, Finnicum, Petersen on Curriculum; Walker, Finnicum on Policy; Becker, Colvin on Professional Development; Petersen, Colvin on Facility; Finnicum, Walker on Technology; Becker, Colvin on Vocational; Finnicum, Walker on Public Relations; Finnicum, Colvin on Athletics; and Colvin, Finnicum, Petersen on Negotiations.

Notice for public comment for non-agenda items was given. Comments received on topography of the C-C Complex and the possibility of open gym for all ages. Next meeting scheduled for June 20<sup>th</sup> at 6:30 p.m. Facility Committee scheduled for May 23<sup>rd</sup> at 7 a.m. to discuss groundskeeper. Paul Finnicum made motion to adjourn. Wendy Becker seconded motion. Motion carries unanimously. Meeting adjourned at 8:10 p.m.

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Chairman of the Board

  
Clerk



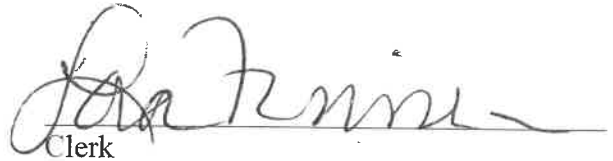
SCHOOL BOARD MINUTES  
COMMITTEE MEETING  
May 23, 2023  
Tuesday – 7:00 a.m.

The Facility Committee met to discuss the groundskeeper proposal on May 23, 2023, at 7:04 a.m. Trustees present were: Mark Colvin, Petersen. Representatives were: Larry Crowder and Lora Finnicum.

No visitors were present, Mike Weeks via phone. Notice for public comment given. Committee discussed expectations of groundskeeper duties. Mike Weeks presented price of \$800 per mow for all properties using personal equipment. If additional duties were requested beyond mow/snow, the price would be \$30 per hour. Mike Weeks requested latitude to mow once to get a better idea of how much time would be involved. Meeting adjourned at 7:28 a.m.

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Chairman of the Board



Clerk

SCHOOL BOARD MINUTES  
SPECIAL MEETING  
June 2, 2023  
Friday – 7:00 a.m.

The Board met in special session on Friday, June 2, 2023, at 7:00 a.m. Trustees present were: Paul Finnicum, Wendy Becker, and Chris Petersen. Representatives were: Larry Crowder and Lora Finnicum.

No visitors were present. Wendy Becker made motion to approve the agenda. Chris Petersen seconded motion. Motion carries unanimously. Notice for public comment given.

Wendy Becker made motion to hire Alyssa Hatlestad for 2<sup>nd</sup> Grade Teacher for 2023-24 School Year, pending background check. Chris Petersen seconded motion. Motion carries unanimously.

Wendy Becker made motion to table bus contractor liability insurance limits. Chris Petersen seconded motion. The financial impact on contractors would be researched on requiring medical payments per person and underinsured motorist per accident coverage limits in the contracts. Motion carries unanimously.

Mike Weeks evaluated the requirements of groundskeeper and adjusted price per mow to \$1,300. Wendy Becker made motion to accommodate any groundskeeper duties using school personnel. Chris Petersen seconded motion. Motion carries unanimously.

Wendy Becker made motion to hire Andy Ellerkamp as Maintenance Director. Chris Petersen seconded motion. Motion carries unanimously. Wendy Becker made motion to provide 8 years of experience in salary considerations. Chris Petersen seconded motion. Motion carries unanimously. Wendy Becker made motion to hire Christina Olson for summer school secretary. Chris Petersen seconded motion. Motion carries unanimously. Applicants for kitchen would be considered at the June meeting. Due to no Custodial Director, Larry Crowder expressed intent to recommend, at the June meeting, Kaylynn Raaum as Custodial Supervisor for ordering, supervision, and scheduling, for \$5 per hour additional. Board stated June 15<sup>th</sup> would be the deadline for staff leaving the District to finalize their rooms and finish check-outs.

Wendy Becker made motion to hire Serenity Wilbanks as summer student custodian. Chris Petersen seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Wendy Becker made motion to adjourn. Chris Petersen seconded motion. Motion carries unanimously. Meeting adjourned at 7:21 a.m.

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Chairman of the Board



Clerk

**CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT**  
for the month of MAY 31, 2023

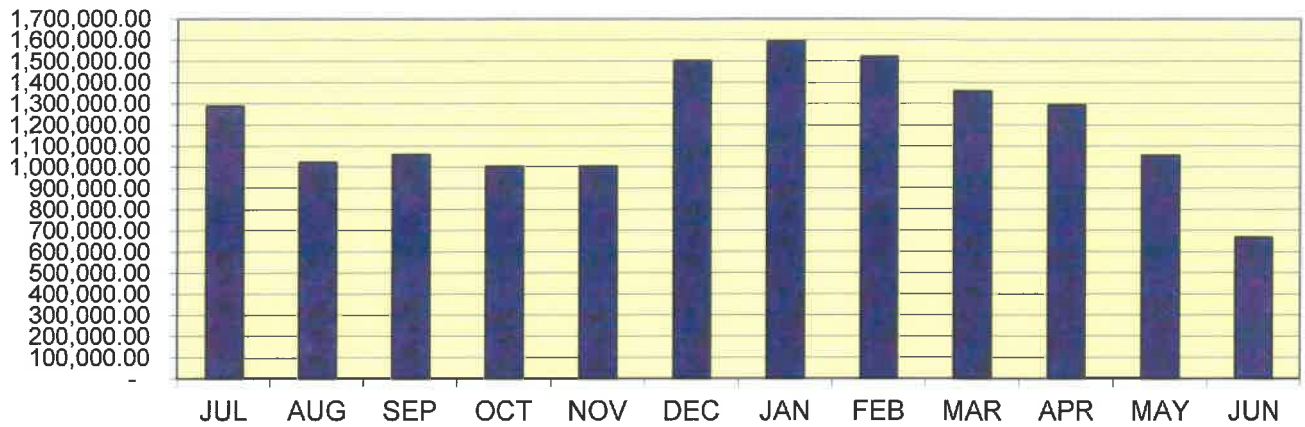
A	B	C	D	E	F	G	H	I
FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	(129,922.95)	352,836.22	246,914.00	114,842.00	557,559.49	(202,574.22)	(202,577.21)	2.99
TRANSFER	(22,532.73)	66,156.67	80,508.00	57,266.00	65,662.51	1,203.43	1,203.43	(0.00)
RETIREMENT	(21,542.82)	37,970.49	131,491.00	109,062.00	83,934.44	(45,077.77)	(45,077.77)	-
MISC	(38,481.16)	1,591.00	-	-	17,281.53	(54,171.69)	(54,163.70)	(7.99)
Misc	1,527.95	1,000.00	-			2,527.95		
Title	(12,851.71)				8,934.22	(21,785.93)		
ESSER II	(2,101.89)				597.11	(2,699.00)		
ESSER III	(39,279.58)					(39,279.58)		
Ind Ed	115.96				99.46	16.50		
JMG	1,608.61				96.00	1,512.61		
SRS	874.71				2,704.00	(1,829.29)		
JOM	11,624.79	591.00			4,850.74	7,365.05		
AD ED	122.62	1,705.40	12,832.00	12,892.00	62.97	1,705.05	1,705.05	-
COMPACT	97.39	52.82	13,356.00	13,401.00	3,305.49	(3,200.28)	(3,200.28)	-
IMPACT	(813.03)	43,083.38	1,614.00	794.00	355.00	42,735.35	42,735.35	-
TECH	2.37	0.03	7.00	7.00		2.40	2.40	0.00
FLEX	1,230.00	784.52	198,364.00	198,826.00		1,552.52	1,552.52	0.00
PR	27,503.05	1,016,111.49	-		595,305.87	448,308.67	448,308.67	-
CL	5,799.12	191,145.25	-		143,587.27	53,357.10	53,357.10	-
ELEM	(178,538.14)	1,711,437.27	685,086.00	507,090.00	1,467,054.57	243,840.56	243,845.56	(5.00)
GENERAL	(34,171.12)	283,882.98	68,808.00	33,175.00	284,990.58	354.28	354.28	(0.00)
TRANSFER	(16,029.54)	55,588.23	15,664.00	-	40,694.56	14,528.13	14,528.13	-
LUNCH	8,115.02	12,427.56	18,928.00	20,366.00	19,670.84	(566.26)	(566.26)	0.00
RETIREMENT	(10,580.79)	17,280.64	150,835.00	139,427.00	52,813.41	(34,705.56)	(34,705.56)	-
MISC	37,159.43	419.00	-	-	36,896.00	682.43	677.43	5.00
Misc	1,979.07	419.00	-		50.00	2,348.07		
ESSER	28,885.77				29,110.56	(224.79)		
AG	3,530.00				3,530.00	-		
BUS	423.00					423.00		
JMG	2,591.59				2,605.44	(13.85)		
Perkins	(250.00)				1,600.00	(1,850.00)		
AD ED	125.25	1,947.96	12,902.00	12,964.00	62.97	1,948.24	1,948.24	(0.00)
DR ED	29.15	15.69	3,966.00	3,980.00		30.84	30.84	(0.00)
COMPACT	80.86	43.65	11,038.00	11,076.00		86.51	86.51	0.00
IMPACT	197.77	15,269.43	83,042.00	83,239.00		15,270.20	15,270.20	-
TECH	4.12	0.02	6.00	8.00		2.14	2.14	(0.00)
FLEX	0.89	0.01	2.00	2.00		0.90	0.90	(0.00)
ENDOW	1,539.73	965.96	244,242.00	244,286.00		2,461.69	2,461.69	(0.00)
HS	(13,529.23)	387,841.13	609,433.00	548,523.00	435,128.36	93.54	88.54	5.00
TOTAL	(192,067.37)	2,099,278.40	1,294,519.00	1,055,613.00	1,902,182.93	243,934.10	243,934.10	(0.00)

		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2022	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	45,855.00
	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	26,614.00
	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	14,267.00
	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	10,200.00
	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	43,529.00
	128 Technology	5.00	5.00	892.00	774.00	774.00	452.00	133.00	136.00	459.00	7.00	7.00	9.00
	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	68,814.00
	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	-	7,001.00
	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	19,799.00
	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	88,037.00
	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	14,535.00
	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	4,010.00
	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	11,162.00
	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	98,509.00
	228 Technology	-	-	501.00	501.00	501.00	501.00	502.00	503.00	505.00	6.00	8.00	10.00
	229 Flex	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	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	216,275.00
	<b>TOTAL</b>	<b>1,289,887.00</b>	<b>1,024,026.00</b>	<b>1,059,553.00</b>	<b>1,003,881.00</b>	<b>1,003,881.00</b>	<b>1,503,687.00</b>	<b>1,595,046.00</b>	<b>1,523,339.00</b>	<b>1,360,052.00</b>	<b>1,294,519.00</b>	<b>1,055,613.00</b>	<b>668,628.00</b>
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2023	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
	<b>TOTAL</b>	<b>404,330.00</b>	<b>573,752.00</b>	<b>576,526.00</b>	<b>503,985.00</b>	<b>531,385.00</b>	<b>1,211,599.00</b>	<b>1,144,857.00</b>	<b>970,040.00</b>	<b>968,584.00</b>	<b>884,689.00</b>	<b>886,944.00</b>	<b>886,944.00</b>
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2024	101 General	-	-	-	-	-	-	-	-	-	-	-	-
	110 Transport	42,791.00	47,590.00	-	-	15,467.00	10,587.00	-	-	-	-	-	-
	114 Retirement	10,633.00	-	-	-	27,466.00	72,524.00	90,014.00	90,014.00	-	-	-	-
	115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
	117 Adult Ed	4,713.00	-	-	-	7,464.00	8,582.00	9,067.00	9,067.00	-	-	-	-
	121 Comp Abs	5,264.00	-	-	-	-	-	-	-	-	-	-	-
	126 Impact Aid	18.00	-	-	-	12,545.00	-	26,153.00	26,153.00	-	-	-	-
	128 Technology	1.00	-	-	-	1,061.00	789.00	738.00	738.00	-	-	-	-
	129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
	201 General	-	-	-	-	-	-	-	-	-	-	-	-
	210 Transport	33,623.00	20,177.00	-	-	52,274.00	60,834.00	53,547.00	53,547.00	-	-	-	-
	212 Hot Lunch	1,888.00	-	-	-	-	9,888.00	12,674.00	12,674.00	-	-	-	-
	214 Retirement	20,844.00	-	-	-	92,921.00	112,016.00	131,983.00	131,983.00	-	-	-	-
	215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
	217 Adult Ed	4,663.00	4,045.00	-	-	7,251.00	8,494.00	8,999.00	8,999.00	-	-	-	-
	218 Drivers Ed	313.00	2,563.00	-	-	2,564.00	2,564.00	2,564.00	2,564.00	-	-	-	-
	221 Comp Abs	3,341.00	-	-	-	-	-	-	-	-	-	-	-
	226 Impact Aid	11.00	845.00	-	-	-	-	49.00	49.00	-	-	-	-
	228 Technology	-	-	-	-	565.00	565.00	552.00	552.00	-	-	-	-
	229 Flex	2.00	2.00	-	-	2.00	2.00	2.00	2.00	-	-	-	-
	281 Endow	186,114.00	140,553.00	6,980.00	-	83,828.00	102,394.00	95,225.00	95,225.00	109,742.00	-	-	-
	<b>TOTAL</b>	<b>314,219.00</b>	<b>215,775.00</b>	<b>6,980.00</b>	<b>-</b>	<b>303,408.00</b>	<b>389,239.00</b>	<b>431,567.00</b>	<b>431,567.00</b>	<b>109,742.00</b>	<b>-</b>	<b>-</b>	<b>-</b>

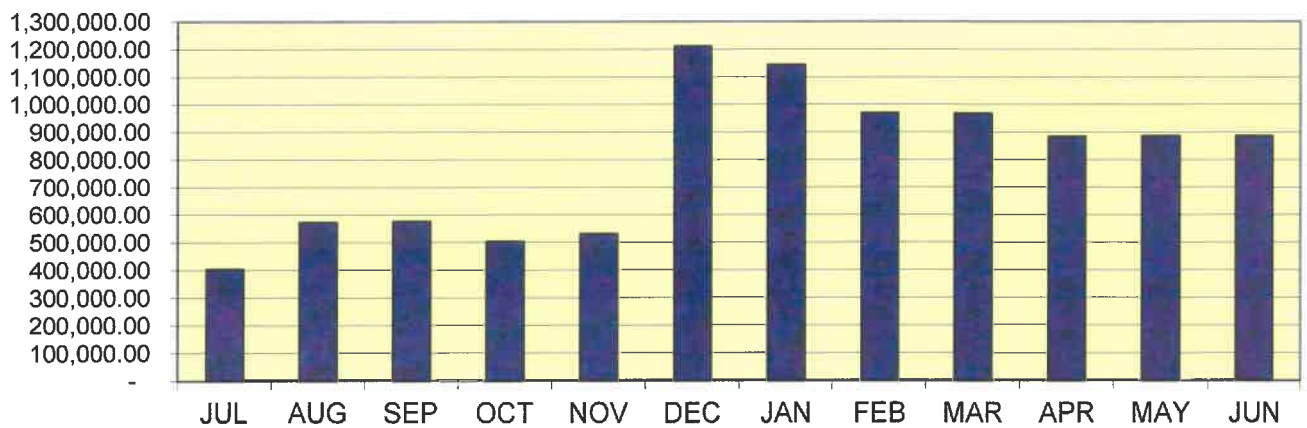
November 2022 same as October to transition investment terms to 1st to end of month.



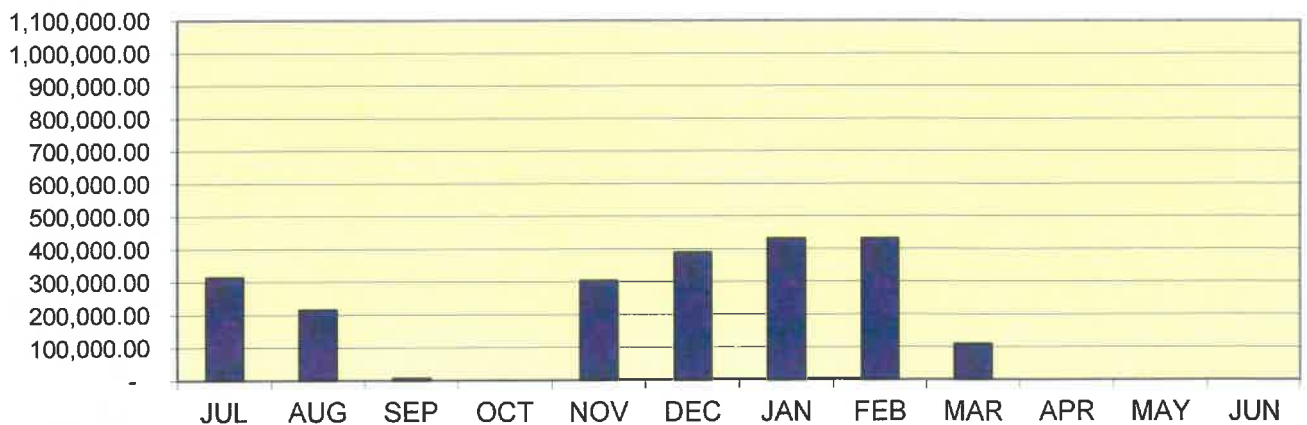
### 2022-23 INVESTMENTS



### 2021-22 INVESTMENTS



### 2020-21 INVESTMENTS



## Culbertson Public School

Totals Report for May 2023  
2022-2023

06/06/2023  
12:18:16 PM

Checking  
Savings  
Investments

Account	Beginning	+ Receipts	- Expenditures	+ Transfers	= Ending
1 - ANNUAL	2,764.64	105.00	0.00	0.00	2,869.64
2 - ATHLETICS	8,302.27	0.00	858.58	-625.00	6,818.69
3 - SENIOR CLASS 2023	4,853.00	0.00	1,041.97	0.00	3,811.03
4 - JUNIOR CLASS 2024	3,248.17	0.00	574.08	0.00	2,674.09
5 - SOPHOMORE CLASS 2025	4,449.47	0.00	0.00	0.00	4,449.47
6 - FRESHMAN CLASS 2026	922.04	0.00	0.00	0.00	922.04
7 - 8TH GRADE	0.00	0.00	0.00	0.00	0.00
8 - CHEERLEADER	0.00	0.00	0.00	0.00	0.00
9 - FFA	10,000.45	137.40	644.00	0.00	9,493.85
10 - BAND/CHOIR	4,951.19	4.10	621.00	0.00	4,334.29
11 - STUDENT COUNCIL	6,886.42	137.41	0.00	0.00	7,023.83
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	5,915.31	75.00	0.00	0.00	5,990.31
16 - JMG	1,891.94	1,174.00	1,410.01	0.00	1,655.93
17 - BPA	399.73	4,633.95	4,269.80	0.00	763.88
18 - EXPLORE AMERICA	15,114.36	2,521.50	235.22	1,281.63	18,682.27
19 - MUSIC PARENTS	6,174.82	675.00	631.10	-656.63	5,562.09
20 - ART	2,119.68	0.00	0.00	0.00	2,119.68
21 - LIBRARY	1,289.42	0.00	0.00	0.00	1,289.42
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	4,621.30	0.00	0.00	0.00	4,621.30
	86,725.22	+ 9,463.36	- 10,285.76	+ 0.00	= 85,902.82



## June AD Report

Culbertson Board of Trustees:

Boys track team had a strong showing at state with several athletes making the podium. Attached are the schedules for 2023-2024 fall activities. Will get speech and drama schedule done soon.

Attached is a list of uniforms that able to be taken out of the current inventory as they are no longer needed. I am seeking board approval for the deactivation of these uniforms.

David Solem





# Culbertson School 2023-2024 Cross Country

<u>Date</u>	<u>Meet</u>	<u>Location</u>	<u>Who</u>	<u>Leave Time</u>	<u>Start Time</u>
Aug 25 (Fri)	Wolf Point	Golf Course	Ele/JH/HS	8:00 am	10:00 am
Sept 2 (Sat)	Poplar	Tribal Building	Ele/JH/HS	8:00 am	10:00 am
Sept 8 (Fri)	Scobey	Scobey	ELE/JH/HS	7:00 am	9:30 am
Sept 16 (Sat)	Plentywood	Golf Course	Ele/JH/HS	8:00 am	10:00 am
Sept 21 (Thurs)	Frazer	South of Frazer	Ele/JH/HS	2:00 pm	4:30 pm
Sept 23 (Sat)	Miles City	Golf Course	EleHS/JH	6:15 am	10:00 am
Sept 30 (Sat)	Glasgow	Fort Peck: Kiwannas Camp Ground	Ele/JH/HS	7:00 am	10:00am
Oct 7 (Sat)	Sidney	Fairgrounds	Ele/JH/HS	8:00 am	10:00 am
Oct 14 (Sat)	Culbertson	Fairgrounds	Ele/JH/HS		10:00am

**October 21      All Class State XC      Kalispell**

Updated May 30, 2023

# Culbertson School

## 2023-2024

### Football

<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>	
Fri. Aug 25	Chinook	Culbertson	7:00 pm	Varsity
Mon. Aug 28	Scobey	Culbertson	4:30 pm	JV
Fri. Sept 1	Circle	Circle	7:00 pm	Varsity
			4:30 pm	JH
Sat. Sept 9	Wibaux	Wibaux	7:00 pm	Varsity
			4:30 pm	JH
Mon. Sept 11	Wibaux	Culbertson	4:30 pm	JV
*Fri. Sept 15	Scobey	Culbertson	7:00 pm	Varsity
			4:30 pm	JH
Mon. Sept 18	Scobey	Scobey	4:30 pm	JV
Sat. Sept 23	Plentywood	Culbertson	7:00 pm	Varsity
			4:30 pm	JH
Mon. Sept 25	Plentywood	Plentywood	4:30 pm	Junior Varsity
Fri. Oct 6	Fairview	Fairview	7:00 pm	Varsity
			4:30 pm	JH
Mon. Oct 9	Fairview	Culbertson	4:30 pm	Junior Varsity
Fri. Oct 13	Poplar	Culbertson	7:00 pm	Varsity
Sat. Oct 28	Playoffs First Round		1:00 pm	Varsity
Sat. Nov 4	Playoffs Second Round		1:00 pm	Varsity
Sat. Nov 11	Playoffs Semi-Finals		1:00 pm	Varsity
Sat. Nov 18	State Championship		1:00 pm	Varsity

\*Homecoming

Updated May 30, 2023

# Culbertson School Fall Sports Schedules

## 2023-2024

### Volleyball

<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>	<u>Teams</u>
Sat. Aug 26	Culbertson Invite	Culbertson	8:00 am	Varsity
Tues. Aug 29	Richey/Lambert	Culbertson	4:30 pm	JH, JV, V
Thurs. Aug 31	Frazer	Frazer	5:30 pm	Varsity
Sat. Sept 2	Scobey	Culbertson	1:00 pm	JH, JV, V
Thurs. Sept 7	Bainville	Bainville	4:30 pm	JH, JV, V.
Sat. Sept 9	Scobey Invite	Scobey	TBA	Varsity
Tues. Sept 12	Frontier	Culbertson	4:30 pm	JH only
Sat. Sept 16	Lustre	Culbertson	5:30 pm	Varsity only
Tues. Sept 19	Frontier	Frontier	4:30 pm	JH only
Thurs. Sept 21	Nashua	Culbertson	4:30 pm	JH, JV, V
Sat. Sept 23	Fairview	Culbertson	12:00 pm	JH, JV, V
Fri. Sept 29	Froid/Lake	Culbertson	5:00 pm	JH, JV, V
Thurs. Oct 5	Brockton	Culbertson	4:30 pm	JH, Varsity
Fri. Oct 6	Mondak	Grenora	4:00 pm	JH,JV, V
Sat. Oct 7	R/L Invite	Lambert	TBA	Varsity
Sat. Oct 7	JH Districts	Culbertson	TBA	JH only
Tues. Oct 10	Plentywood	Culbertson	5:30 pm	JV, Varsity
Fri. Oct 13	Froid/Lake	Froid	5:30 pm	JV, V
Sat. Oct. 14	North Country	@	1:00 pm	JV, V
Mon. Oct 16	Bainville	Culbertson	5:30 pm	JV, V
Tues. Oct 17	Richey/Lambert	Richey	5:30 pm	JV, V

Oct. 26-28                      District 1C Tournament                      Plentywood

Nov. 2-4                      Eastern C Div. Tournament                      Sidney

\*Homecoming

Updated May 30, 2023

Mr. Olson  
Principal Report  
School Board Meeting  
June 20, 2023

I am learning more about the Graduate Profile Educational Summit posted by OPI. Our principal's group has been discussing this also.

Touching based with staff that are leaving us and beginning to work with new staff as they come to the building.

#### Technology report

Schoolhouse IT came by on June 13 to do a walk through of the school. They will begin IT services on July 1. They will be on site July 11-13.

New computers have arrived for the business classroom. Schoolhouse IT would like to help step those up when they are here. I am hoping to also have the 10 laptops for the science room here also.

# Culbertson School Board Meeting

## Superintendent's Report

### June 20, 2023

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

June 7 <sup>th</sup>	Roose-Valley SPED Cooperative Training & Meeting @ Glasgow
June 12 <sup>th</sup>	Culbertson Town Council Meeting
June 19 <sup>th</sup>	MQEC Board Meeting via Zoom
June 20 <sup>th</sup>	Culbertson School Board Meeting
June 25 <sup>th</sup>	Montana Rural Education Association Annual Meeting @ Helena
June 26 <sup>th</sup>	Montana Rural Education Association Annual Meeting @ Helena
June 27 <sup>th</sup>	Montana Rural Education Association Annual Meeting @ Helena

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

1. The Old Armory Roof has been replaced. 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 July Board agenda for the Board's consideration.
2. The old playground equipment has been removed. Bob Jasper is completing the remaining preparation work prior to the new equipment being installed in July. We anticipate the installation of new equipment will be completed by the end of July.
3. The gym floor is scheduled to be ground down to the wood and repainted in late June/early July. The Old Armory and the Elementary Gym should be available for use during this time.
4. 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.
5. I recommend the Board take a bit of time in goal setting for the upcoming year with the new administration, focusing on the strategic plan as a cornerstone for the process.
6. Attached please find a copy of the 2023-2024 school board committee assignments.
7. 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).

8. Here are a few items that might be part of the regular July Board meeting agenda:

- Any Remaining Teaching Contracts for 2023-2024
- Any Remaining Classified Staff Contracts for 2023-2024
- Any Remaining Extra-Curricular Contracts for 2023-2024
- Bus Routes 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 would like to, again, express my sincere appreciation for the opportunity to work at the Culbertson Public Schools for the past 25 years. I would also like to thank the Board for the reception last week held on my behalf. Thank you so very much for the gifts and the cake. It was wonderful.

As for the future, I can be reached at 406-478-3330 (cell), or by email at [lcrowder@mrea.org](mailto:lcrowder@mrea.org) at any time.

# Culbertson School Board Committees

## 2023-2024

<u>Committee</u>	<u>Members</u>	<u>Chair</u>
Personnel	All Board Members	Paul Finnicum
Finance	All Board Members	Paul Finnicum
Curriculum	Paul Finnicum Chris Petersen Mark Colvin	Mark Colvin
Policy	Paul Finnicum Ian Walker	Ian Walker
Professional Development	Wendy Becker Mark Colvin	Wendy Becker
Facility	Chris Petersen Mark Colvin	Chris Petersen
Technology	Paul Finnicum Ian Walker	Paul Finnicum
Vocational	Wendy Becker Mark Colvin	Wendy Becker
Public Relations	Paul Finnicum Ian Walker	Paul Finnicum
Athletics	Mark Colvin Paul Finnicum	Paul Finnicum
Negotiations	Paul Finnicum Chris Petersen Mark Colvin	Mark Colvin



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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 14

**AGENDA TITLE:** Resignation

**SUMMARY:** The Board received a resignation letter from Rhonda Larsen effective June 8<sup>th</sup>. I recommend the Board accept her resignation.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 15

**AGENDA TITLE:** 2023-2024 Teacher Contract(s)/Assignment(s)

**SUMMARY:** We continue to advertise for an additional 3<sup>rd</sup> grade teacher and an additional 4<sup>th</sup> grade teacher. We have no candidates to recommend at this time.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 16

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

**SUMMARY:** This week we are interviewing two persons for positions in the kitchen. I plan to have recommendations for the Board's review and consideration at the meeting on Tuesday. We will continue to advertise for kitchen help, as we will be seeking one additional person.

The remaining applicants for the Groundskeeper position have withdrawn their applications. We will readvertise this position.

We will also be advertising the school administrative secretary position. I expect a candidate for this position to be recommended at the July Board meeting.

We have been advertising for a Head Custodian for the past two months with no applicants. Lora and I would like to recommend offering the position to Kaylynn Raaum. Kaylynn's role would be to schedule/supervise staff and be in charge of ordering supplies. Lora and I would recommend compensating Kaylynn with an additional \$5 per hour for this service.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 17

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

**SUMMARY:**

- a. High School Track Head Coach – Dave Solem currently has this position. Does the Board wish to rehire or advertise?
- b. High School Golf Head Coach – Jimie Lou Morris currently has this position. Does the Board wish to rehire or advertise?

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 18

**AGENDA TITLE:** Budget Amendment Resolution

**SUMMARY:** Budget Amendments are a two-step process. This is the 2<sup>nd</sup> step. Attached please find the Budget Amendment Resolution prepared by Lora. I recommend adoption of the resolution.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

At a regular meeting of the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, held June 20, 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 the oil and gas revenues;

THEREFORE BE IT RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, proclaims a need for an amendment to the elementary school budgets for fiscal year 2022-2023 in the amount of \$480,000.00 and the high school budgets for fiscal year 2022-2023 in the amount of \$150,000.00 under Section 20-9-161(6), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, will meet at 6:30 p.m. in the Lunch Room on June 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:** 6-20-2023

**AGENDA ITEM #:** 19

**AGENDA TITLE:** 2023-2024 Montana Quality Education Coalition

**SUMMARY:** Culbertson has been a member of MQEC for the past few years. Each year the Board considers renewal of any/all organization memberships. Attached please find the membership invoice for your review and consideration.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					



**MQEC**

**PO Box 17311**

**Missoula, Montana 59808**

**Phone: (406) 544-4335**

**dreisig@mqec.org**



# INVOICE

INVOICE #	DATE
199	May 22, 2023

## BILL TO

Larry Crowder

Culbertson Public Schools

crowderl@culbertson.k12.mt.us

Culbertson, MT 59218

DESCRIPTION	AMOUNT
MQEC Membership Dues	\$1250.00
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<b><i>If you believe the invoiced amount is incorrect, please feel free to submit your membership dues based on the 2022/2023 school year assessment.</i></b>	
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**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 20

**AGENDA TITLE:** Disposition of Property

**SUMMARY:** Attached please find the list of athletic equipment that Dave Solem would like the Board to consider for disposal.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					



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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 21

**AGENDA TITLE:** 2023-2024 Professional Growth Allocation

**SUMMARY:** Each year the Board has approved a Professional Growth Allocation to encourage teachers to pursue additional professional trainings. Each previous year the Board has allocated \$5,000. I recommend continuing this level of support.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 22

**AGENDA TITLE:** Impact Aid Policy Annual Review

**SUMMARY:** Each year the Federal Government requires the Board review the Impact Aid Board Policy for possible revisions. The policy is attached for your review and consideration. There are no revisions to recommend at this time. No action is required of the Board, however, changes can be made if the Board wishes.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

1 **Culbertson School District**

2  
3 **FINANCIAL MANAGEMENT**

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4  
5  
6 Federal Impact Funds

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

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

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

6. Provide a copy of the IPP's annually to the affected tribe or tribes.

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

## ATTESTATIONS

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

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

## Indian Policies and Procedures

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

Title VII of the ESEA as amended January 31, 2017

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

Policy History:

Adopted on: March 20, 1984

Reviewed on:

Revised on:	June 21, 1988	January 18, 2000	October 24, 2005
	June 25, 2008	June 23, 2009	August 19, 2010
	August 16, 2011	June 19, 2012	June 17, 2013
	June 17, 2014	June 17, 2015	June 23, 2016
	June 20, 2017	January 16, 2018	June 21, 2018
	June 19, 2019	July 21, 2020	June 15, 2021
	June 21, 2022		

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 23

**AGENDA TITLE:** School Safe Return Plan Semi-Annual Review

**SUMMARY:** Every six months OPI is asking schools across the state to review their Safe Return Plan for possible changes. Attached is the Culbertson School Safe Return Plan. It is the same as it was back in December. I recommend no changes at this time.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

# Culbertson School District

## Health & Safety Plan

The Culbertson School Board of Trustees recognizes the challenges and the impacts that COVID-19 has on the health and safety of the students and the staff of the Culbertson School District. To this end, the Board shall:

1. Develop, adopt, and implement a School District Health and Safety Plan.
  - a. Identify a Pandemic Coordinator and Pandemic Team that will meet regularly to monitor the effectiveness of the Health and Safety Plan and recommend changes, as needed.
  - b. Consider adoption of the 1900 COVID-19 Emergency Series of Model Board Policies from MTSBA that specifically address this pandemic.
  - c. Consider the declaration of a continuous state of emergency in case there were to be a COVID-19 outbreak in our school and/or community.
  - d. Consider authorizing off-site instruction if an outbreak makes onsite instruction unfeasible.
  - e. Consider authorizing the administration to determine and declare proficiency learning status at each grade level and in each subject area. This will serve as an alternative to meeting aggregate hours of pupil instruction.
  - f. Consult with local health officials and the County Health Department on the development and implementation of this School District Health and Safety Plan.
  - g. Follow all CDC guidelines if a student or staff member tests positive for COVID-19.

The Culbertson School District Health and Safety Plan shall have three phases of implementation in accordance with the Governor's Plan for Reopening Schools.

### Phase One and Phase Two

#### Academic:

- I. Off-Site Learning Only
  - a. Technology devices will be distributed, upon request, to all students in grades 3-12.
  - b. Classes will meet via technology when available and appropriate.
  - c. Learning materials will be delivered electronically, by mail, or personally delivered to students/families.
  - d. Staff will receive training to serve students through remote learning.
  - e. Communication from teachers to students and parents will be via emails and phone calls on a weekly basis at a minimum.

- f. Consideration for IEP and Section 504 accommodations will be recognized and implemented for each student in each applicable subject.

Academic:

- I. On-Site Learning Only
  - g. Accommodations will be made for students and staff in an at-risk group or for those caring for someone in an at-risk group.
  - h. Use of the Google platform for lessons at least one day per week at the junior high and high school levels as a bridge for potential off-site learning.
  - i. Consider elementary students remaining in their homerooms during specialist time, if possible.

Physical and Structural:

- I. On-Site Learning Only
  - a. Consider staggering the arrival and unloading of buses at the school.
  - b. Consider increased parking distance between buses for the purpose of loading buses at the conclusion of school each day.
  - c. Implementation of strategies to keep students from congregating at school entrances before school and at the conclusion of lunch and/or recess time.
  - d. Clean and sanitize facilities daily in accordance with CDC guidelines.
  - e. Allow for the optional wearing of masks by students and staff while on campus unless masks are otherwise required by the county health department or other governmental entity.
  - f. HVAC filters will be changed in accordance with CDC guidelines.
  - g. Protocols will be implemented to reduce the number of students and staff touching door surfaces when entering and leaving the building during recess times.
  - h. Student seating in classrooms will be done to maximize social distancing.
  - i. Protocols will be implemented to minimize student contact while transitioning between classes during the school day.
  - j. The lunchroom will utilize all available tables to maximize social distancing during lunchtime.
  - k. Schedules will be made for regular handwashing and sanitizing for staff and students throughout the school day.

Social, Emotional, and Behavioral:

- I. On-Site or Off-Site Learning
  - a. Staff training will be offered to identify students struggling with trauma.
  - b. Resources and training will be offered for students and staff recovering from traumatic events.

- c. Information will be provided to parents in an effort to assist students cope with tragedies.
- d. Share information about support services available for staff, students, and parents.
- e. Expand mental health outreach and treatment strategies for staff and students struggling with trauma.

Transportation:

- I. On-Site Learning Only
  - a. Assign seating charts on the buses with family members sharing seats if necessary.
  - b. Maximum social distancing will be utilized on all buses.
  - c. Cleaning of buses in accordance with CDC guidelines.
  - d. Utilize the flexibility in the transportation fund to provide instructional services to students.

Business:

- I. On-Site or Off-Site Learning
  - a. Adopt and implement the COVID-19 Emergency 1900 series policies to support and enhance the district's financial options.
  - b. Review technology and operational needs.
  - c. Communicate with the Roosevelt County and local area EMS managers to assess the PPE supply chain.

Extra-curricular Activities:

- I. On-Site Learning
  - a. Review each event that may be held at the school facilities to develop protocols and guidelines based on number attendees and the logistics of the district's various indoor and outdoor settings.
  - b. Make every attempt to accommodate at-risk individuals who may not be able to attend events on school grounds.
  - c. Consider social distancing guidelines for meals, etc.
  - d. Encourage on-line/virtual events when available.
  - e. Utilize outdoor venues when possible for increased social distancing and air flow.
  - f. Frequently disinfect all equipment in accordance with CDC guidelines.
  - g. Exercise social distancing on bus travel to the greatest extent possible with family members sharing seats when necessary.
  - h. Minimize the length of bus travel whenever possible.

Phase Three (On-Site Learning Only):

- I. Consider and/or follow State and CDC guidelines at all times.

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 24

**AGENDA TITLE:** ARP ESSER Plan Semi-Annual Review

**SUMMARY:** OPI and the Federal Government want all schools across the state to review their ARP (American Rescue Plan) ESSER (Elementary and Secondary School Emergency Relief) Plan every six months for public comment and possible changes. For Culbertson, the ESSER priorities that were adopted in the 2020-2021 school year and were as follows:

1. Classroom Support
2. Technology
3. Cleaning & Sanitizing

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 25

**AGENDA TITLE:** District Strategic Plan

**SUMMARY:** I contacted Debra Silk about when we should expect our plan to be sent to the Board for review and potential adoption. Debra shared that we should receive the plan before the Board meets on Tuesday. I will forward the plan as soon as it is available.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					



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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 26

**AGENDA TITLE:** 2023-2024 Graduation Date

**SUMMARY:** Based on the 2023-2024 school calendar, I would recommend the Culbertson High School and Junior High School Graduation date be set for Saturday, May 18, 2024.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 27

**AGENDA TITLE:** 2023-2024 Missoula Children's Theatre Performance Dates

**SUMMARY:** There is a request to conduct performances on Friday (March 15<sup>th</sup>) and Saturday (March 16<sup>th</sup>). This will require dress rehearsal for all participating students the entire school day on the 15<sup>th</sup>.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 28

**AGENDA TITLE:** 2023-2024 Roose-Valley SPED Cooperative Interlocal Agreement

**SUMMARY:** This Interlocal Agreement allows our District to belong to the Roose-Valley Special Education Cooperative to receive Speech Pathology and School Psychology services. This agreement is subject to renewal annually. The agreement is attached for your review and consideration. I recommend the renewal of this agreement.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

**ROOSE-VALLEY SPECIAL SERVICES COOPERATIVE**

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

THIS AGREEMENT, Made and entered into this seventh day of June, 2023 between and among the following School Districts: Bainville School District #64; Brockton School District #55; Culbertson School District #17, hereinafter referred to as the "Fiscal Host School," Frazer School District #2; Froid School District #65; Frontier School District #3; Lustre School District #23; Nashua School District #13; and Opheim School District #9.

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

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

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

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

**COOPERATIVE'S POWERS, DUTIES, AND RESPONSIBILITIES**

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

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

## **COOPERATIVE ORGANIZATION**

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

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

## **FINANCIAL ADMINISTRATION**

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

## **TERMINATION OF MEMBERSHIP IN COOPERATIVE**

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

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

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

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

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

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

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

### **TERMINATION OF COOPERATIVE**

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

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



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

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

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

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

Signature of a member of the Board of Trustees indicates acceptance of the Roose-Valley  
Special Education Interlocal Agreement on behalf of the Culbertson School District

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CULBERTSON DISTRICT #17

DATE

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 29

**AGENDA TITLE:** Board Policy – 1<sup>st</sup> Reading

**SUMMARY:** Earlier this week we received a dump of new and revised Board Policy recommendations from MTSBA due to the legislature enacting changes. I will prepare these for the Board meeting and ask that the Board post them for comment prior to possible adoption at the July Board meeting.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 30

**AGENDA TITLE:** Bus Purchase(s)

**SUMMARY:** I am currently working with National Bus Sales on providing the Board with possible purchases before summer slips by on us.

I hope to have some recommendations for the Board at the meeting on Tuesday.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 31

**AGENDA TITLE:** Property/Casualty Insurance Renewal - MSGIA

**SUMMARY:** Attached please find the invoice and coverage information for the Property/Casualty Insurance Renewal with MSGIA for the 2023-2024 school year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					



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

**To:**

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

PC Policy # PC-24-34188-1

## PROPERTY & LIABILITY INSURANCE INVOICE

Date	DESCRIPTION	TOTAL
7/1/2023	Property & Liability Insurance for period 7/1/2023 to 6/30/2024 Total Premium FY24 Multi-Line Discount Discounted Premium for FY24	  \$78,821 <\$3,941> \$74,880
TOTAL DUE		\$74,880

Remit Total Due by **July 20, 2023**

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

Make all checks payable to

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

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

**Thank You**

# ACCOUNT SUMMARY

Your participation in our programs ensure the stability and success of all members. Through value-added benefits, premium coverages, and in-person trainings as assessments, we aim to provide you with a comprehensive, customized safety program to meet the unique needs of your district.

216

Members in the Fund

1993

MSGIA Member Since

\$28,280,497

Total Insured Value (TIV)

Fiscal  
Year

Gross  
Premium

Multi-Line  
Discount

Net  
Premium

2023-2024

\$78,821

(\$3,941)

\$74,880

- FY24 Transportation Premium Allocation 4.3%

# RENEWAL NOTICE SUMMARY

**Culbertson School District #17**

**COVERAGE YEAR: JULY 1, 2023 – JUNE 30, 2024 MEMBER#: 034188**

Coverage	2023-2024
Property/Boiler & Machinery	included
General Liability	included
School Board Legal Liability	included
Employment Practices Liability	included
Auto Coverage	included
Crime/Fidelity	included
Cyber	included
Deadly Weapons Event Coverage	included
School Board Trustee Travel AD & D	included
Net Premium	<b>\$74,880</b>
Exposure	2023-2024
Building Values	\$23,254,887
Content Values	\$4,326,327
Outdoor Property Value	\$415,000
Bus Values	\$196,000
Vehicle Values	\$10,000
Mobile Equipment Values	\$78,283
# of Vehicles	5
# of Students	276
# of Employees	54



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

**MEETING DATE:** 6-20-2023

**AGENDA ITEM #:** 32

**AGENDA TITLE:** Weight Room Supervision

**SUMMARY:** I would like to recommend adding Brian Manning to the evening weight room supervision list.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

# 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.