

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

NOTICE OF REGULAR SCHOOL BOARD MEETING
Wednesday–September 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. August 14, 2023 (Regular Board Meeting)
 - b. September 5, 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, JH/HS Principal Report
- 12. Information, Elementary Principal Report
- 13. Information, District Clerk Report
- 14. 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

15. Action, Additions to the Guest Teacher List
16. Action, 2023-2024 Classified Staff Contact(s)
17. Action, 2023-2024 Extra-Curricular Contact(s)
18. Action, Gym Cleaning Contracts
19. Action, Open Bids for Elementary Roof
20. Action, Grill Guard for 14 passenger
21. Action, Purchase of 2020 Chevy Equinox
22. Action, Signature Cards for Opportunity Bank
23. Action, \$75 Rental Fee
24. Action, Assign Flex Days to the 2023-2024 Calendar
25. Action, Policy Adjustments
5800(5121P), 3225, 5145, 5145
23. Action, 2023-2024 Board Goal Setting

PUBLIC COMMENT FOR NON-AGENDA ITEMS

- 24.

REPORTS (Continued)

25. Information, Trustees Reports/Requests.

DATE/TIME FOR NEXT MEETING

26. Date: Tuesday, October 17th, 2023 Time: 6:30 p.m.
Potential Conflicts: VB @ Richey 5:30PM
Suggested Changes: Monday, October 23rd, 2023

ADJOURNMENT

27. Time of adjournment: _____

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.

SCHOOL BOARD MINUTES
REGULAR MEETING
August 14, 2023
Monday – 6:30 p.m.

The Board met in regular session on Monday, August 14, 2023, at 6:30 p.m. Trustees present were Chair Mark Colvin, Wendy Becker (via phone), Paul Finnicum, and Ian Walker (via phone). Representatives were Nicole Simonsen, Mike Olson, and Lora Finnicum. Visitors were recognized.

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

Paul Finnicum made motion to approve the minutes of July 17th (negotiations committee), July 17th (regular board), and August 10, 2023 (special board) meeting(s). Ian Walker seconded motion. Motion carries unanimously.

Ian Walker made motion to pay the August bills, approve investments, note cash and extra-curricular balances. Paul Finnicum seconded motion. Motion carries unanimously. Payroll warrants #2242 to #2269 and claims warrants #11372 to #11413 were written.

Reports were presented. Mrs. Forbregd reported that several students were taking on-line college courses. Staff were gearing up for the new year. Playground installed and ready for use. Two teachers received mentor training. Mr. Olson reported that the school digital clocks have not been functioning and wireless analog clocks have been installed. Some of the original computers we believed would not make the transition to Windows 11 may still make the cut.

Paul Finnicum made motion to hire Leanne Knapp, Rhonda Larsen, Bev Raaum (band only), and Mathew Ellerton as Guest Teachers, pending background checks. Ian Walker seconded motion. Motion carries unanimously.

Paul Finnicum made motion to adjust the term of the kitchen staff contracts to begin August 7th and end four days after last day of school and re-assign July Bailey to Head Cook and Carrie Fischer to Assistant Cook. Ian Walker seconded motion. Motion carries unanimously.

Paul Finnicum made motion to approve 2023-24 extracurricular contracts: Darla Mogga for 12th Grade Advisor, Jennifer Lambert for 11th Grade Advisor, Tiffany Nielsen for 10th Grade Advisor, Dave Solem for 9th Grade Advisor, Amy Berwick for 8th Grade Advisor, Shelby Manning for 7th Grade Advisor, Jimie Lou Morris for 6th Grade Advisor, Jennesy Taberna for Band Advisor, Russell Pfeifer as Choral Advisor, Logan Nickoloff as FFA Advisor, Shelly Salvevold for NHS Advisor, Milt Apple for BPA Advisor, Brad Nielsen as Drug Alcohol Coordinator, Bill Carlisle for Annual Advisor (out of class), Nicole Simonsen as Title IX Coordinator, Logan Nickoloff for HS FB Assistant Coach (prorated), David Anderson for JH GBB Head Coach, Shelby Lebsock for JH GBB Assistant Coach, David Anderson for EL GBB Head Coach, Ashley Anderson for EL GBB Assistant Coach, Cody Stepler for EL BBB Head Coach, and Dave Solem for JH FB Assistant Coach. Ian Walker seconded motion. Motion carries unanimously.

Wendy Becker made motion to approve \$3,000 loan for the athletic budget, if needed. Paul Finnicum seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES

REGULAR MEETING

August 14, 2023

Monday – 6:30 p.m.

Final school budgets for 2023-24 were presented. Paul Finnicum made motion to approve. Ian Walker seconded motion. No comments were received. Motion carries unanimously.

Ian Walker made motion to approve the student attendance agreements for 2023-24 from Medicine Lake, Bainville, Brockton, Poplar, Froid, Fort Kipp, Fairview, and Sidney, as presented. Paul Finnicum seconded motion. Motion carries unanimously.

Wendy Becker made motion to close the student Class of 2023 Account and give \$150 to incoming freshman class and the balance to Ike's Pond. Paul Finnicum seconded motion. Motion carries unanimously.

Three bids were received for the retired bus #3. Paul Finnicum made motion to accept bid #3 for \$7,000. Ian Walker seconded motion. Bus is being sold as is and no delivery. Motion carries unanimously.

Mrs. Simonsen will disseminate the board goals and trustees will rank them by priority. Goals will be reviewed at the next meeting.

Notice for public comment for non-agenda items was given. Next meeting scheduled for September 20th at 6:30 p.m. Meeting adjourned at 7:09 p.m.

Chairman of the Board


Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
September 5, 2023
Tuesday – 7:00 a.m.

The Board met in special session on Tuesday, September 5, 2023, at 7:00 a.m. Trustees present were: Mark Colvin, Wendy Becker (via phone), and Chris Petersen. Representatives were: Nicole Simonsen and Lora Finnicum.

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

Wendy Becker made motion to hire Shawn Sansaver as Activity Bus Driver and George Nickoloff as HS Football Assistant Coach. Chris Petersen seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Chair adjourned meeting at 7:01 a.m.

Chairman of the Board


Clerk

Culbertson Public School

**Totals Report for August 2023
2023-2024**

09/12/2023
9:17:11 AM

Checking
Savings
Investments

Account	Beginning	+	Receipts	-	Expenditures	+	Transfers	=	Ending
1 - ANNUAL	1,084.32		2,000.00		0.00		1,188.75		4,273.07
2 - ATHLETICS	4,150.19		6,878.29		6,544.65		-1,188.75		3,295.08
3 - GRADUATED CLASS OF 2023	1,112.26		0.00		962.26		-150.00		0.00
4 - SENIOR CLASS 2024	1,880.59		0.00		0.00		0.00		1,880.59
5 - JUNIOR CLASS 2025	4,449.47		0.00		0.00		0.00		4,449.47
6 - SOPHOMORE 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	8,574.48		2,245.98		182.06		0.00		10,638.40
10 - BAND/CHOIR	4,929.29		2,983.00		1,569.00		0.00		6,343.29
11 - STUDENT COUNCIL	7,023.83		89.99		54.12		0.00		7,059.70
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 - FRESHMAN CLASS 2027	0.00		0.00		0.00		150.00		150.00
15 - PLAY	5,990.31		2,372.40		0.00		0.00		8,362.71
16 - JMG	1,486.23		0.00		0.00		0.00		1,486.23
17 - BPA	735.54		0.00		0.00		0.00		735.54
18 - EXPLORE AMERICA	18,381.29		240.00		0.00		0.00		18,621.29
19 - MUSIC PARENTS	5,562.09		0.00		0.00		0.00		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
	77,133.34	+	16,809.66	-	9,312.09	+	0.00	=	84,630.91

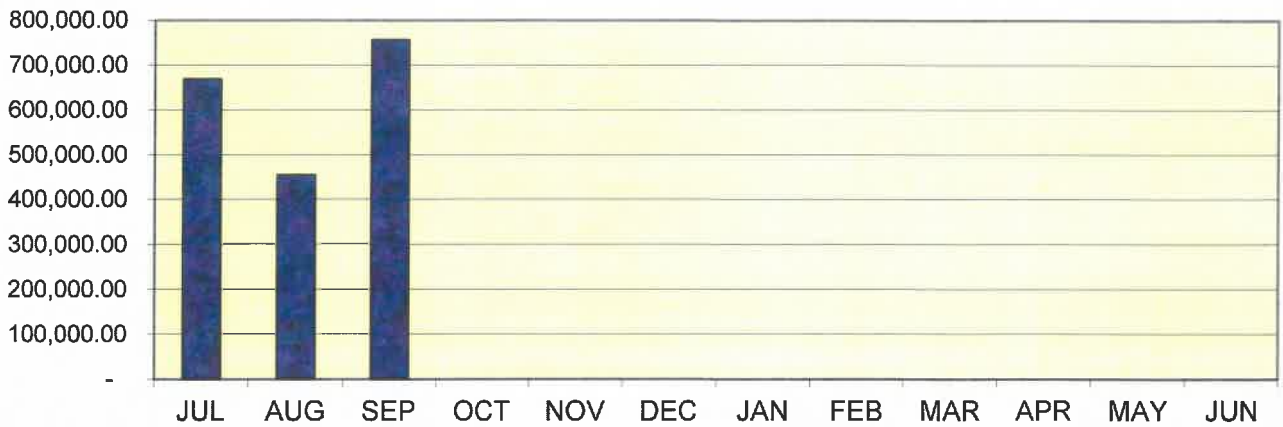


CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of **AUGUST 31, 2023**

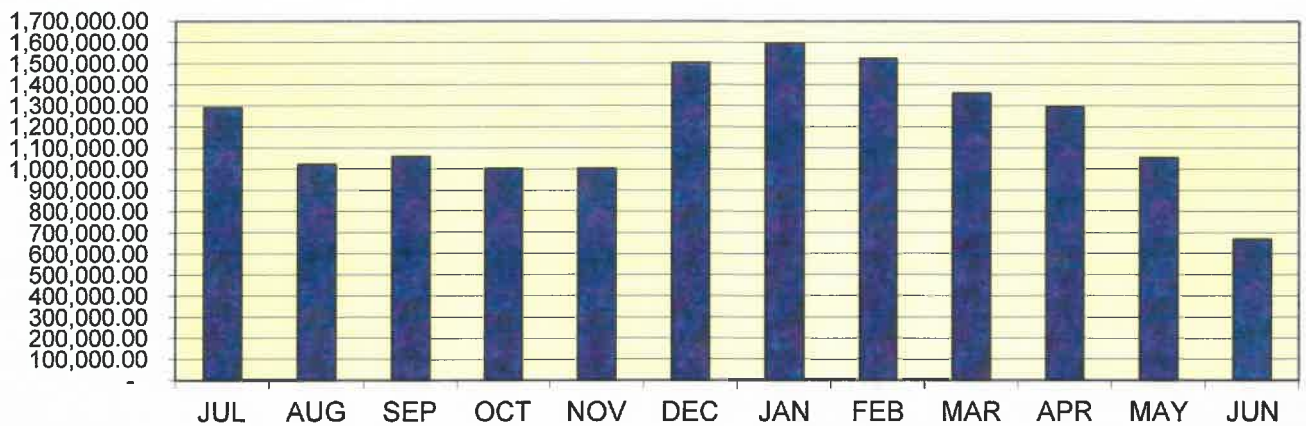
A	B	C	D	E	F	G	H	I
FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	(4,421.60)	219,068.69	116,622.00	147,007.00	212,196.69	(27,934.60)	(27,934.60)	-
TRANSF	40,943.37	29,287.41	52,089.00	90,486.00	3,244.16	28,589.62	28,589.62	-
RETIRE	58,605.49	-	-	54,866.00	3,911.25	(171.76)	(171.76)	(0.00)
MISC	32,113.48	4,000.00	-	-	37,389.55	(1,276.07)	(1,276.07)	(0.00)
Misc	22,027.95	4,000.00	-	-	26,000.00	27.95		
Title	-					-		
ESSER II	-					-		
ESSER III	-					-		
Ind Ed	-					-		
JMG	2,998.76					2,998.76		
SRS	-				11,389.55	(11,389.55)		
JOM	7,086.77					7,086.77		
AD ED	(1,392.70)	344.24	13,194.00	11,439.00	411.32	295.22	295.22	0.00
COMPA	4,285.86	165.58	-	4,285.00	-	166.44	166.44	(0.00)
IMPACT	(42,537.15)	367.24	86,264.00	-	(1,632.88)	45,726.97	45,726.97	-
TECH	(1.52)	1,265.67	11.00	9.00	467.83	798.32	798.32	-
FLEX	102,415.25	-	-	-	148,141.88	(45,726.63)	(45,726.63)	-
PR	34,946.90	98,124.21	-		122,676.84	10,394.27	10,394.27	-
CL	40,281.79	553,325.27	-		589,753.90	3,853.16	3,853.16	0.00
ELEM	265,239.17	905,948.31	268,180.00	308,092.00	1,116,560.54	14,714.94	14,714.94	0.00
GENERAL	(19,392.14)	74,818.75	71,010.00	16,912.00	114,673.90	(5,149.29)	(5,149.29)	(0.00)
TRANSF	6,742.35	18,600.51	18,916.00	22,414.00	3,244.16	18,600.70	18,600.70	-
LUNCH	1,216.53	13.12	3,083.00	4,299.00	-	13.65	13.65	0.00
RETIRE	49,303.25	167.93	39,445.00	84,647.00	4,100.52	168.66	168.66	(0.00)
MISC	7,038.51	-	-	-	3,353.97	3,684.54	3,684.54	-
Misc	4,038.51		-	-	3,353.97	684.54		
ESSER	-					-		
AG	-					-		
BUS	-					-		
JMG	3,000.00					3,000.00		
Perkins	-					-		
AD ED	(1,694.37)	356.23	13,500.00	11,425.00	411.32	325.54	325.54	0.00
DR ED	2,475.78	184.49	4,569.00	4,044.00	-	3,185.27	3,185.27	-
COMPA	2,384.98	0.65	153.00	2,537.00	(48.32)	49.95	49.95	(0.00)
IMPAC	(14,475.01)	459.13	107,848.00	-	90,854.00	2,978.12	2,978.12	0.00
TECH	(1.79)	915.31	12.00	10.00		915.52	915.52	-
FLEX	0.94	0.01	2.00	2.00		0.95	0.95	-
ENDOW	106,544.21	605.42	142,211.00	-		249,360.63	249,360.63	-
HS	140,143.24	96,121.55	400,749.00	146,290.00	216,589.55	274,134.24	274,134.24	(0.00)
TOTAL	405,382.41	1,002,069.86	668,929.00	454,382.00	1,333,150.09	288,849.18	288,849.18	0.00

		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2022	101 General	116,622.00	147,007.00	119,072.00									
	110 Transport	52,089.00	90,486.00	119,075.00									
	114 Retirement	-	54,866.00	54,694.00									
	117 Adult Ed	13,194.00	11,439.00	11,734.00									
	121 Comp Abs	-	4,285.00	4,451.00									
	126 Impact Aid	86,264.00	-	15,062.00									
	128 Technology	11.00	9.00	807.00									
	129 Flex	-	-										
	201 General	71,010.00	16,912.00	11,762.00									
	210 Transport	18,916.00	22,414.00	41,014.00									
	212 Hot Lunch	3,083.00	4,299.00	5,207.00									
	214 Retirement	39,445.00	84,647.00	84,815.00									
	217 Adult Ed	13,500.00	11,425.00	11,750.00									
	218 Drivers Ed	4,569.00	4,044.00	7,229.00									
	221 Comp Abs	153.00	2,537.00	2,586.00									
	226 Impact Aid	107,848.00	-	16,895.00									
	228 Technology	12.00	10.00	925.00									
	229 Flex	2.00	2.00	2.00									
	281 Endow	142,211.00	-	249,360.00									
	TOTAL	668,929.00	454,382.00	756,440.00									
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2023	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
	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
	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
	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	668,628.00
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2024	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
	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
	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

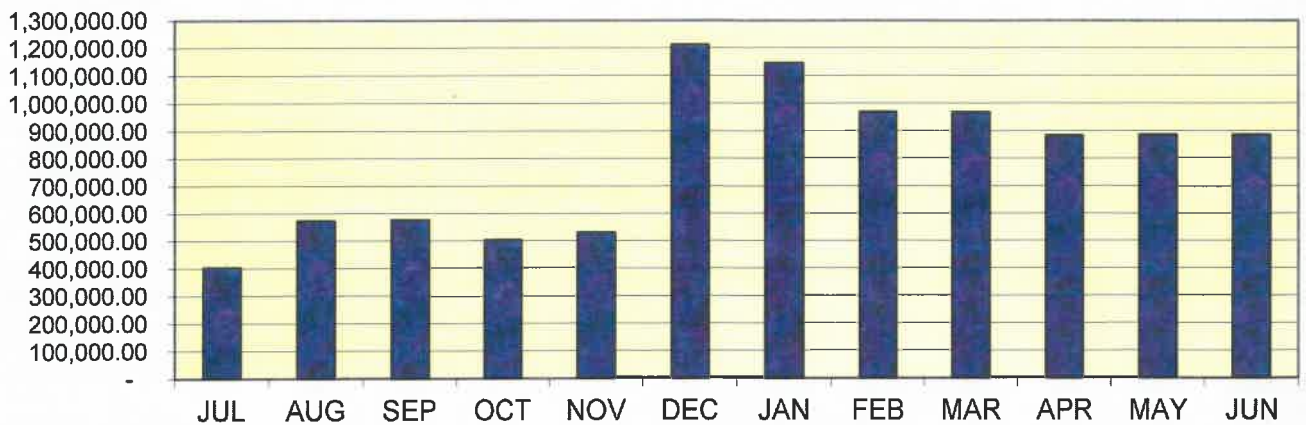
2023-24 INVESTMENTS



2022-23 INVESTMENTS



2021-22 INVESTMENTS



Student Council Report

Student council has been planning homecoming activities including a parade. We planned homecoming games and we purchased Royalty crowns and sashes. We are planning on having a movie night for high schoolers 9-12th grade on Friday September 22nd. There will be a pep rally open to the public Friday the 22nd where we will announce Royalty. have also picked a theme for all the home volleyball and football games to show some school spirit. We hope you can join us for the parade Friday at 2PM!

-Kylie Bergum
CHS Student Body President

September 2023 Activities Report

Culbertson Board of Trustees,

Fall of activities have commenced. Participation numbers are listed below.

HS football: 29

HS Volleyball: 18

HS Cross Country: 2

Ele/JH Volleyball: 18

Ele/JH Football: 13

Ele/JH Cross Country: 11

Sincerely,

David Solem

Mr. Olson
Technology Report
School Board Meeting
September 20, 2023

The software that runs our 3 main heating cooling units need to be upgraded as it is running on a Win7 computer. Andy is reaching out to Sheridan heating/cooling for phones numbers and prices.

The Destiny Library Software has been moved to online.

The process up grading our computers to Windows 11 is moving forward. Schoolhouse IT has set me up with the ability to image the computers. As I am doing this, I have to upgrade the ram in many of them.

I am in the process of updating the computer inventory.

SchoolHouse IT will be here on Sept 27th

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

School pictures were held on Aug 29th

Homecoming week is September 18-23. The theme for the students is Disney Characters/Movies. Student Council has organized the homecoming competition for Friday, Pep Assembly 1:00, and parade is at 2:00. Movie Night Friday night from 7-9pm.

Teacher observations begin on Sept 15.

On Sept 14 JH/HS had an assembly on Suicide prevention. We would like to thank Fort Peck Tribal Health for providing us with the speaker.

Parent/Teacher conferences will be on Sept 28th. This will also be a 2:00 dismissal.

I attended the MASSP meeting in Wolf Point on Sept 5th

As of 9-14-23

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	23	20	20	21	23	22	22	25	12	23	32	19	13	275
Sept	22	19	18	22	23	23	21	25	12	25	33	19	14	276
Oct														0
Nov														0
Dec														0
Jan														0
Feb														0
March														0
April														0
May														0

Enrolled	2	5	2	0	1	3	2	2	2	2	5	4	1	31
Transferred	2	0	2	0	0	1	1	0	0	0	1	2	0	9
Total In/Out														40

Ended the 2022-2023 year with 265

Elementary Principal/ Title Report

- Scheduling Peer Review and observations with teachers, both in the building and in neighboring schools
- Discussions being had about visiting schools to observe ELA curriculum
- Kindergarten- Learning about communities and community helpers. Starting an apple unit next week!
- 1st- Working on creativity with different letters. Week of 9-11-23 the letter M, made fun monsters and different m words to describe their paint monsters
- 2nd Grade had a presentation around Monkey in my Chair. Monkey in my Chair is a way to help students that are gone for major illnesses still feel like a part of the class. Classmates can write notes/draw pictures to send home with the monkey.
- 3rd- Working on learning to find key words in their math word problems.
- 4th – Mrs. Lambert is having a wonderful time student teaching. She is learning so much from her supervising teacher, Mrs. Wilson
- 5th- Had a deep discussion in Mr. Vandall's class involving 9/11 and what it means for them as Americans 22 years after the event. The students are working on seed science experiment in Mrs. Iversen's class.
- Leddy Anderson will be receiving an award from the Montana School for Deaf and Blind with her hard work and dedication to learning Braille.
- AIMS web testing completed two weeks earlier than normal, Title 1 para schedule

Culbertson School Board Meeting

Superintendent's Report

September 20, 2023

I want to begin each report with a staff shout out section to celebrate the great things staff are doing in the school! September's staff shout outs go to our 2 principals: Mike & Janessa! Both Mike and Janessa are present in classrooms and visible in the halls to support students and staff. Mike continues to do a great job with our IT needs on top of the 6-12 principal job. Janessa is doing a fantastic job with overseeing title 1 in addition to her elementary principal job. Most recently they are doing a fantastic job allowing our K-12 staff to do peer observations, which is a powerful professional development tool!

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

September 14 th	FB vs. Scobey
September 14 th	Infinite Campus training in Sidney for the TEAMS report
September 14 th	Culbertson Chamber of Commerce Meeting
September 16 th	VB vs. Lustre
September 18 th	Fall Superintendents' Conference @ Bozeman
September 19 th	Fall Superintendents' Conference @ Bozeman
September 18-22	Culbertson Homecoming
September 21 st	VB vs. Nashua
September 23 rd	VB vs. Fairview & FB vs. Plentywood
September 25 th	Meeting with SAM Mentor, Dan Farr
September 27 th	Indian Education Committee Meeting @ 5:30PM
September 28 th	Parent Teacher Conferences 4-7PM
September 29 th	VB vs. Froid/Lake
October 4 th	NEMASS meeting in Wolf Point @ 10AM
October 5 th	VB vs. Brockton
October 6 th	VB @ Grenora
October 7 th	HS VB Invite & JH VB tournament @ Bainville
October 9 th	JV VB @ Sidney
October 10 th	VB vs. Plentywood
October 12 th	SAM webinar
October 13 th	VB @ Froid
October 14 th	VB vs. North Country
October 16 th	VB vs. Bainville
October 17 th	Regular Board Meeting or VB @ Richey
October 18-20	Legal Workshop & MCEL @ Billings
October 23 rd	Possible Regular Board Meeting???
October 26-27	District VB @ Plentywood

B. Other items for your review and consideration:

1. Lora and I attended Infinite Campus training in Sidney on Thursday, September 14th to learn about the new process for the TEAMS report. It was a successful day.
2. On September 5th, after Mike attended his monthly principal meeting, he picked up our \$440 worth of beef given to us by Beef to School grant. This was a wonderful gift thanks to the work of Angela Miller for securing the grant money. We would like to find a way to continue to purchase locally grown beef, but the one glitch is that the meat has to be processed at a USDA approved facility. Currently the closest facilities are Miles City and Jordan.
3. Gary Brekke from Medicine Lake still has not poured the concrete, but he is hoping for the window between their durum and safflower for completing the job.
4. Bus Update: After loads of work being done to our purple cruiser it arrived home Friday, September 8th just in time to take the football team to Wibaux on September 9th. From here on out we will have Sarpy's in Billings perform annual maintenance on it each summer—they had not serviced our bus since 2017 so it needed a great deal of repairs. Bus #2 is running well so far. Our new 14 passenger is fantastic and drives very well on the highway. The bus #3 that we sold should be disappearing the last week of September and the buyer will be bringing his \$7,000 check with him.
5. Gym matts were installed on September 5th and 6th. The new gym now looks completely put together with trim up as well. There is a small bare spot on the west wall of the new gym due to the salesman making a mistake in his measuring. We do not have an additional charge for the additional mat that will be installed there and he will send an installer as soon as we get the mat. The mats that were in the new gym made their way to the upstairs gym with the help of some of our HS boys—they look fantastic as well! Finally, mats at the old armory look very sharp!
6. Beartooth Construction (Billings) is working to give us an estimate for inserting piers under the special ed wall that is sinking. I will have that to share with you tomorrow—I'll forward his email and we can review and then discuss possibly at the October board meeting if you choose. At this point this project will begin in spring if we move forward with Beartooth Construction.
7. MCEL—Montana Conference of Education Leadership will be held in Billings on October 18-20, 2023. The district will pay for your room, mileage, meals, and registration fee. It is a great opportunity to network with school board members from across the state of Montana and learn more about the board member role. Please let me know if you are interested in this opportunity. Last year this was held in Missoula, so it is nice to have it closer to home. Mark, Wendy, Paul, Lora, and I will be attending. It is not too late to register if you'd like Chris and Ian.
8. Plumbing—what started as a clogged toilet in the office bathroom resulted in quite a project for Door Bustin' & Bob Jasper. The short version is this: the office bathroom tied into the old kitchen plumbing so you can imagine the line has lots of grease and other build up from all the years of kitchen solids and liquids going down the drain. Door Bustin' was able to

push the clog almost to the trees on along the east street of the school but then hit tree roots. The City of Sidney had to send their flush truck (it is larger than Door Bustin's truck) which was able to break through the tree roots and get the clog undone. We are back in business now and crossing our fingers for no other problems between now and spring when Door Bustin' has to return to thread new pipe in that line to the street. That project will be around \$40,000 (correct me if I am wrong Lora).

9. Our new kitchen staff has been working hard to find their rhythm. They have been successful thanks to the help of Talesha. She has taken over as the kitchen supervisor which has been a HUGE help for the 3 cooks and taken all the ordering off of Kaylynn's already full plate.
10. I have already begun teacher recruitment for the 2024-2025 school year! We have a few teachers in the area teaching in other schools that we are talking with to see if they are interested in joining our team. I am also in communication with a Plentywood graduate that is currently teaching elementary in North Dakota. Also, Williston State College is partnering with the University of Mary to produce graduates with a Bachelor's Degree in Elementary Education. This program will have teachers ready for hire and ready to begin teaching in the fall of 2024, so I am working hard to build a partnership. Ideally, I hope to get some of them here for practicum hours and/or student teaching so we can get them to fall in love with our community, staff, and students! We will continue to advertise for a minimum of 3 elementary teachers for the 2024-2025 school year so we can get back to 2 teachers per grade level.
11. Here are a few items that will be part of the regular September Board meeting agenda:
 - o EMT course for seniors in Trimester 2 & 3—establishing pay for Nick Kallem
 - o Peterson Scholarship & Possible Alumni Scholarship
 - o Any Remaining Extra-Curricular Contracts for 2023-2024
 - Assistant Elementary Boys' Basketball
 - Assistant HS Girls Basketball

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), 787-5211 (home), 404-774-4088 (cell), or by email at simonsenna@culbertson.k12.mt.us at any time. I believe in an open door, so please feel free to drop in my office anytime to visit.

The following are long- or short-term projects that Mr. Crowder previously listed on August 2022 agenda in no particular order of importance:

- 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).

I noticed the above goals have been on the superintendent's report for a year. This may look different after our meeting when we establish our 2023-2024 board goals.

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 15

AGENDA TITLE: Additions to the Guest Teacher List

SUMMARY: Seeking approval for the addition of the following people to the guest teacher list: Evelyn Carlisle, Maria Wind.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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.

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 16

AGENDA TITLE: Classified Staff Contracts (2023-2024)

SUMMARY: Seeking approval for the addition of the following classified contracts:

JOM: accept Keri's resignation & hire Samantha Purvis

Addition to Bus Monitor List: Matthew Ellerton

Work Study Student: Mathew Wadsworth (\$9.95 per hour)

Also seeking approval to raise Talesha DePrist's pay \$3 an hour to reflect her added duties of kitchen supervisor.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

Mission

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Keri Hauenstein
723 2nd Ave. E.
Culbertson, MT 59218
August 24, 2023

Superintendent Nicole Simonsen
Culbertson Public School
423 First Ave. W.
Culbertson, MT 59218

Dear Superintendent Nicole Simonsen:

It is with a heavy heart that I submit my resignation as JOM Coordinator. In the time that I have been in this position I feel I have created some wonderful bonds with our students and their families and have been blessed to see them grow. However, considering changes that have taken place in the last two weeks as a result of a new business venture within our family, and separately, the dedication that is required to fulfill our obligations for our sons racing, I cannot provide Culbertson Public School my undivided attention as JOM Coordinator.

My last day at Culbertson Public School will be September 8, 2023. I would be happy to meet with you at your convenience to discuss the transition of my duties.

I wish CHS and all its staff and students much success.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Keri Hauenstein', with a large, stylized flourish at the end.

Keri Hauenstein

JOM Coordinator

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 17

AGENDA TITLE: Extra-Curricular Contracts (2023-2024)

SUMMARY: Seeking approval for the addition of the following classified contracts:

Speech & Drama Assistants: Christian Damm & Paula Carlisle

Assistant HS BBB: Christina Olson

JH BBB: Milt Apple

Student Council: Christina Olson

MCT: Tessa Rumsey

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 18

AGENDA TITLE: Gym Cleaning Contracts

SUMMARY: **Armory:** Chris Olson will be done cleaning the armory at the end of September—see her email resignation. This duty can be absorbed by our work study student, Mathew Waldsworth.

New Gym: Student Council & Explore America

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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Nicole Simonsen <simonsenn@culbertson.k12.mt.us>

Fwd: armory

1 message

Lora Finnicum <finnicuml@culbertson.k12.mt.us>
To: Nicole Simonsen <simonsenn@culbertson.k12.mt.us>

Tue, Sep 5, 2023 at 3:15 PM

----- Forwarded message -----

From: **Christina Olson** <olsonc@culbertson.k12.mt.us>
Date: Wed, Aug 30, 2023 at 2:19 PM
Subject: armory
To: Lora Finnicum <finnicuml@culbertson.k12.mt.us>

I will get us through September, but I will be giving up armory cleaning after September.
Thanks

--

Christina Olson
Library Media Specialist
Student Council Advisor
Culbertson Schools
(406) 787-6241



PRIVILEGED AND CONFIDENTIAL INFORMATION:

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--

Lora Finnicum

Culbertson School
District Clerk
423 1st Ave West, PO Box 459
Culbertson, MT 59218

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 19

AGENDA TITLE: Call for Bids for Elementary Roof Repair

SUMMARY: Our elementary roof needs to be redone. This project will take place in the spring/summer of 2024. We can put the call out for bids now and review them at the October board meeting if you choose.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 20

AGENDA TITLE: Grill Guard for 14 Passenger

SUMMARY: We would like to purchase a grill guard for the front of the 14-passenger vehicle. I believe they are around \$1,500. I hope to have an example or the exact one we would like to purchase for you at our Wednesday meeting.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 21

AGENDA TITLE: Purchase of the 2020 Chevy Equinox

SUMMARY: Both of our vans have served us well. However, we would like to replace them with 1 vehicle better suited for Drivers' Ed and travel to meetings/professional development. Attached are the details of the 2020 Chevy Equinox we are proposing. We would receive \$4,000 of trade in value for both vans.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

Mission

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www.redrockford.com

410 32nd Ave. West • Williston, ND 58801
Telephone (701) 577-2142

Culbertson School Dist
Nicole Simonson

BUYER'S NAME

CO-BUYER'S NAME

Culbertson

STREET ADDRESS

ND

CITY

STATE

ZIP CODE

EMAIL ADDRESS

406-787-6246

COUNTY

HOME PHONE

PHONE

PLEASE ENTER MY ORDER FOR THE FOLLOWING:

YEAR 2020 MAKE Chev MODEL Equinox TRIM Premier BODY 5 Door
COLOR Silver MILEAGE 60188
ENGINE 1.5L TRANSMISSION AUTO HWD KEYCODE
EQUIPMENT

☐ NEW ☒ USED

STOCK # 5237921

☐ EXCEEDS MECHANICAL LIMITS ☐ NOT ACTUAL MILES

VIN NUMBER 3GNAXXEV7LS575360

DRIVER'S LICENSE #: _____ DOB: _____ ISSUE DATE: _____ EXP. DATE: _____
DRIVER'S LICENSE #: _____ DOB: _____ ISSUE DATE: _____ EXP. DATE: _____
INSURANCE COMPANY _____ AGENT _____ PHONE # _____

TRADE INFORMATION		BUYER'S PROPOSAL	
YEAR _____	MAKE _____	Manufacturer's Suggested Retail Price	
MODEL _____	BODY STYLE _____	Selling Price	23.818
TRIM _____	COLOR _____	Accessories	+
MILEAGE _____	<input type="checkbox"/> Not Actual Mile <input type="checkbox"/> Exceeds Mechanical Limits	Factory Rebates / CPA / GPC	-
VIN NUMBER		Trade Allowance	- 4.000 -
2-Trade Vans ① 2006 Ford Freestar Van SEL \$1,000 - ② 2012 Chrysler Town & Country \$3,000 -		Trade Difference	= 19.818. -
		Tax	
		License Fees	10.00
		Trade Pay Off	
		Documentation Fee	245.00
		Subtotal	20,073. -
		Customer Down Payment	
		Extended Service Plan	
		Credit Life / Credit Health / GAP	
		Total	
CASH VALUE		LIENHOLDER: _____	
PAYOFF		PAYMENT AMOUNT: _____ TERM: _____	
Where is your trade financed?		APR: _____ 1 ST PAYMENT DATE: _____	
COMMENTS			

BUYER'S SIGNATURE _____

CO-BUYER'S SIGNATURE _____ MANAGER'S ACCEPTANCE 

Exterior Color: Silver Ice Metallic

Interior Color: Jet Black/Brandy

Odometer: 60,186 miles

Fuel Economy: 25/30 MPG City/Hwy

Transmission: 6-Speed Automatic Electronic with Overdrive

Drivetrain: AWD

Engine: 1.5L DOHC

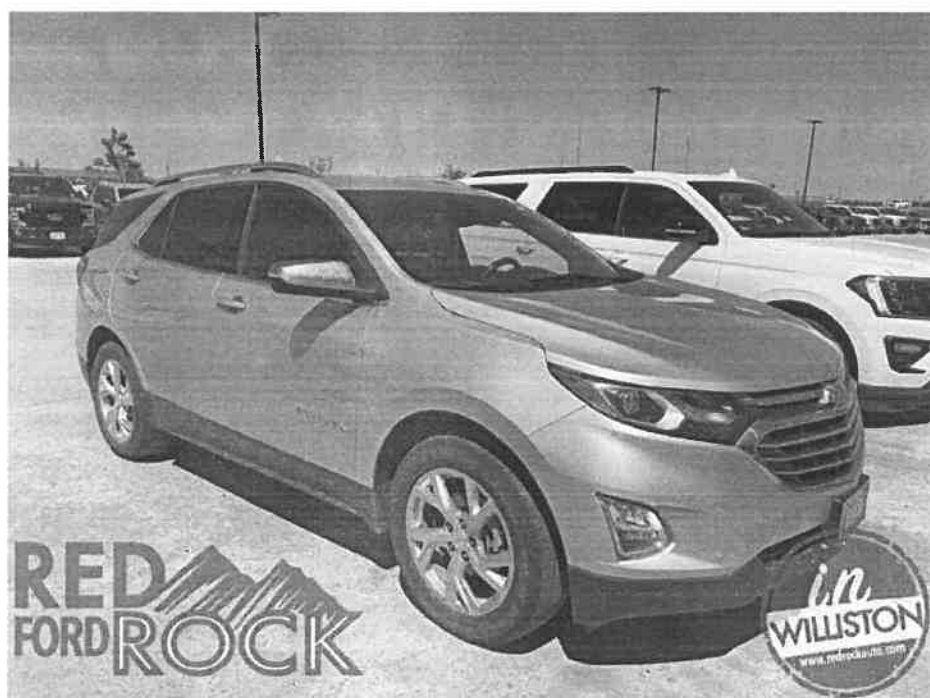
VIN: 3GNAXXEV7LS575360

Stock Number: 52379C1

Price: **\$23,818**

Trade in values for Vans: \$1,000 (gray drivers ed van) + \$3,000 (blue van)

Price after trade ins: \$19,818



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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 22

AGENDA TITLE: Signature Cards for Opportunity Bank

SUMMARY: The 3 following people need to be approved for signing at Opportunity Bank: Lora, Kaylynn, and Nicole. They would be approved for signing on the following accounts:

- Hot lunch Account
- P-Card Account
- Savings Account
- Activities Account
- Petty Cash Account

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

Mission

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 23

AGENDA TITLE: \$75 Rental Fee for Facility Use

SUMMARY: We would like to start using a \$75 rental fee for facility use. The fee can be fully refundable if cleaned properly or we can keep the fee to help cover custodial hours to clean when events are finished.

This fee is not to deter use of our facilities, but rather to encourage people to clean up after they are finished using our facilities. We have established a detailed list of duties for clean up following events at our facilities as well that is being given to renters.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 24

AGENDA TITLE: Assign Flex Days to Calendar Dates

SUMMARY: The 2023-2024 school calendar contains 2 flex days. However, they are not designated on the calendar. I would like to designate these days as Monday, February 26th & Tuesday, April 2nd. These days will be days off of school if they are not needed for emergencies such as weather or a death. In the event that we have to use them for an emergency, we would then come to school on those days.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

Mission

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Culbertson Public School Calendar 2023-2024

JULY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		11d

SEPTEMBER						
S	M	T	W	T	F	S
20d						2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				20d

NOVEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		19d

DECEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						15d

AUGUST 2023

August 15-16 Teachers PIR
August 17 First Day of School

SEPTEMBER 2023

September 1 Dismissal at 2 pm
September 4 No School
September 28 Dismissal at 2 pm
September 28 P/T Conference 4-7 pm

OCTOBER 2023

October 18 Dismissal at 2 pm
October 19-20 Teachers PIR / No School

NOVEMBER 2023

November 10 End of 1st Trimester
November 13 Start of 2nd Trimester
November 21 Dismissal at 2 pm
November 22-24 No School

DECEMBER 2023

December 21 Dismissal at 12 pm
December 22-29 No School

JANUARY 2024

January 1-2 No School
January 3 School Resumes
January 11 Dismissal at 2 pm
January 11 P/T Conference 4-7 pm
January 18 Dismissal at 2 pm
January 19 Teachers PIR / No School

FEBRUARY 2024

February 16 End of 2nd Trimester
February 19 Start of 3rd Trimester
February 22 Dismissal at 2 pm
February 23 No School

MARCH 2024

March 27 Dismissal at 2 pm
March 28-29 No School

APRIL 2024

April 1 No School
April 11 Dismissal at 2 pm
April 11 P/T Conference 4-7 pm
April 18 Dismissal at 2 pm
April 19 Teachers PIR / No School

MAY 2024

May 24 Last Day of School
May 24 Dismissal at 12 pm
May 24 Teachers PIR 12-3 pm
1st Trimester 59 PI Days + 4½ PIR Days
2nd Trimester 58 PI Days + 1½ PIR Day
3rd Trimester 65 PI Days + 1 PIR Day
2023-2024 180 PI Days + 7 PIR Days

*2 flex days TBD

JANUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			20d

FEBRUARY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		20d

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						19d

APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				20d

MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	19d

JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

12 pm out

2 pm out

3 pm out

New Trimester

No School

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 25

AGENDA TITLE: Policy Updates & Adjustments

SUMMARY: The following updates and adjustments are being requested:

Policy 3225: List Nicole as the Title 9 Coordinator

Policy 5145: Add 6th grade class advisor to the list

Policy 5145: Strike paragraph after “Beginning in the 2013-2014 School Year”

Policy 5800 previously, now 5121P: I would like to strike line d. that limits reimbursement to the state schedules. If teachers are entitled to a max of \$500 for PD costs and must provide receipts, I don’t think we should cap that at state rates. Also, I would like to adjust line c. to reflect “College credits and/or associated fees”. The previous language of “registration costs” made it seem that registration for a conference was an expense that could not be reimbursed.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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.

Policy 3225: Sexual Harassment of Students

Status: ADOPTED

Original Adopted Date: 02/01/2021 | **Last Reviewed Date:** 02/01/2021

Sexual Harassment, Sexual Intimidation and Sexual Misconduct

Sexual harassment, sexual intimidation, and sexual misconduct are forms of discrimination and are prohibited. An employee, District agent, or student engages in sexual harassment, sexual intimidation, and sexual misconduct whenever that individual makes unwelcome advances, requests sexual favors, or engages in other verbal, non-verbal, electronic or physical contact or conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies, deprives, or limits the provision of educational aid, benefits, services, opportunities, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a. Substantially interfering with a student's educational environment;
 - b. Creating an intimidating, hostile, or offensive educational environment;
 - c. Denying, depriving, or limiting the provision of educational aid, benefits, services, opportunities, or treatment; or
 - d. Making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

Sexual harassment, sexual intimidation and sexual misconduct prohibited by this policy includes verbal, electronic, or physical contact or conduct. The terms "intimidating," "hostile," "misconduct," and "offensive" include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment, sexual intimidation, and sexual misconduct include but are not limited to unwelcome or forceful physical touching, crude jokes or pictures, discussions of sexual experiences, pressure or requests for sexual activity or favors, intimidation by words, actions, insults, or name calling, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The District will evaluate sexual harassment, sexual intimidation, and sexual misconduct in light of all circumstances.

Students who believe that they may have been sexually harassed, intimidated, or been subjected to sexual misconduct should consult a counselor, teacher, Title IX coordinator, or administrator, who will assist them in the complaint process. Supervisors or teachers who knowingly condone or fail to report or assist a student to take action to remediate such behavior of sexual harassment, intimidation, or misconduct may themselves be subject to discipline. The District will report any suspected child abuse or neglect to proper authorities in accordance with District Policy 5232. The District is authorized to report any violation of this policy to law enforcement that is suspected to be a violation of state or federal criminal laws.

Any District employee who is determined, after an investigation, to have engaged in sexual harassment, intimidation, or misconduct will be subject to disciplinary action up to and including discharge. Any student of the District who is determined, after an investigation, to have engaged in sexual harassment, intimidation, or misconduct will be subject to disciplinary action, including but not limited to suspension and expulsion consistent with the District's discipline policy.

To the greatest extent possible, the District will treat complaints in a confidential manner. The District realizes that limited disclosure may be necessary in order to complete a thorough investigation. Retaliation against persons who file a complaint is a violation of law prohibiting discrimination and will lead to disciplinary action against an offender.

Any individual seeking further information should consult the Superintendent for the name of the current Title IX Coordinator for the District. The Superintendent will ensure that student and employee handbooks include the name, address, and telephone number of an individual responsible for coordinating District compliance efforts.

Any person who knowingly makes a false accusation regarding sexual harassment, intimidation, or misconduct likewise will be subject to disciplinary action up to and including discharge with regard to employees or suspension and expulsion with regard to students.

Procedure 5121-P(1): Applicability of Personnel Policies - Professional Growth

Status: ADOPTED

Original Adopted Date: 02/01/2021 | **Last Reviewed Date:** 02/01/2021

Professional Growth

The Board recognizes the need for continual professional growth and development for the teaching staff members. The Board shall designate funds each year for the purpose of professional growth. The following guidelines shall be utilized in determining the need and award of professional growth funds.

1. A Professional Growth Committee will be established and shall be responsible for the determining the award of professional growth funds to teachers. The committee shall consist of five members who meet only during the regular school term.
 - a. Two members from the elementary school teaching staff.
 - b. Two members from the junior high/high school teaching staff.
 - c. One administrator.
2. The Professional Growth Committee will meet on the second Wednesday of each month school is in session. Professional Growth Applications (Appendix X) will be completed by interested teachers and submitted by the Monday prior to the committee meeting to be eligible for consideration.
3. Applications for Professional Growth funds will be approved by a majority vote of the committee members.
4. Copies of all applications will be distributed to committee members prior to the Wednesday meeting.
5. No requests for funds will be considered until the District Leave Request Form has been approved by the administration.
6. Upon committee approval, successful applications will be forwarded to the district clerk. Funds will be disbursed upon completion of the professional growth opportunity.
7. Additional Professional Growth Funding Award Criteria:
 - a. No funds will be awarded to workshops attended before approval.
 - b. Workshops resulting in college credit may be considered.
 - c. College credits and/or registration costs will not be reimbursed for teachers that have not achieved a Masters Degree.
 - d. ~~State schedules will be used for reimbursement of mileage, rooms, and meals.~~ *→ and/or associated fees*
 - e. A maximum of \$500.00 will be awarded per individual per year.

Culbertson School District

PERSONNEL

Extra-Curricular Stipends

5145

CROSS COUNTRY*		GIRLS' & BOYS' GOLF*	
HS Head Coach	300.00/week	HS Head Coach	300.00/week
HS Assistant	200.00/week	HS Assistant	200.00/week
Junior High	1,500.00	CHEERLEADING*	
Junior High Assistant	1,050.00	HS Winter Season Coach	300.00/week
FOOTBALL*			
HS Head Coach	300.00/week	SPEECH & DRAMA*	
HS Assistant	200.00/week	HS Head Coach	300.00/week
Junior High	1,500.00	HS Assistant	200.00/week
Junior High Assistant	1,050.00	BAND & CHOIR*	
VOLLEYBALL*		Band Advisor**	2,500.00
HS Head Coach	300.00/week	Choir Advisor**	1,250.00
HS Assistant	200.00/week	ADVISORS	
Junior High	1,500.00	12 th Grade	600.00
Junior High Assistant	1,050.00	11 th Grade	700.00
GIRLS' & BOYS' BASKETBALL*		10 th Grade	500.00
HS Head Coach	300.00/week	9 th Grade	500.00
HS Assistant	200.00/week	8 th Grade	500.00
Junior High	1,500.00	7 th Grade	500.00
Junior High Assistant	1,050.00	HS Student Council	600.00
Grade	1,200.00	Missoula Children's Theatre	300.00
Grade Assistant	840.00	Annual, In-Class	1,500.00
GIRLS' & BOYS' TRACK*		Annual, Out-of-Class	2,000.00
HS Head Coach	300.00/week	FFA** with Concessions	7,000.00
HS Assistant	200.00/week	BPA**	2,000.00
Junior High	1,500.00	JMG**	2,000.00
Junior High Assistant	1,050.00	Indian Club**	2,000.00
Grade	1,200.00	National Honor Society	300.00
Grade Assistant	840.00	Title IX Coordinator	300.00
		Drug & Alcohol Coordinator	300.00

* denotes MHSA Sanctioned Events.

Beginning in the 2013-2014 School Year:

An additional \$200 will be paid to the high school head coach and an additional \$100 will be paid to the high school assistant coach(es) for each week of post season advancement for the following sports:

Football: each week of playoffs in which the team participates

Volleyball: divisional and state tournaments in which the team participates

Basketball: divisional and state tournaments in which the team participates

Beginning in the 2005-2006 School Year:

\$ 25 increase per year for JH head coaches, and grade school head coaches

\$ 15 increase per year for JH and grade school assistant coaches

** denotes stipends that will be contract addendums.

Policy History:

Adopted on: August 17, 1999

Reviewed on: April 19, 2022

Revised on: May 16, 2000

July 25, 2000

June 26, 2001

October 14, 2002

August 11, 2003

September 18, 2007

July 15, 2008

July 16, 2013

April 16, 2015

June 20, 2017

June 21, 2018

May 19, 2020

May 17, 2022

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

MEETING DATE: 9-20-2023

AGENDA ITEM #: 26

AGENDA TITLE: 2023-2024 Board Goals

SUMMARY:

Academic:

- review trimester (3)
- explore preK in our building (2)
- purchase new K-8 elementary ELA curriculum (2) ---> this is in progress and will happen this year
- curriculum consistency & flow ----> Janessa is examining this
- add FCCLA
- 7-12 individualized learning
- greenhouse for FFA and science curriculum
- include JH in FFA/BPA
- blue ribbon school
- top 10 in state
- 4 day week

Food Service:

- hot lunch cooking vs. prepping
- beef to schools -----> I worked with Angela Miller and the certified producer in Roosevelt County (Darren O'Conner) to receive our \$440 of free beef for our lunch program.

Facility/Building:

- fix sinking corner in sped room (2)
- general facility improvements
- track

Relations:

- increase teacher and student engagement at board meetings
- increase family and community positive engagement

Administrative/Board:

- board training
- coaching evals.

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BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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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.