

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

NOTICE OF REGULAR SCHOOL BOARD MEETING
Wednesday—December 20, 2023, 6:00 PM

BOARD FINANCE TRAINING.....6:00 PM
PREVIEW BILLS.....6:20 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. November 21, 2023 (Regular Board Meeting)

FINANCE REPORT

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

REPORTS

07. Information, Student Representative Report—Junior Class President
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, Addition to the Guest Teacher List
16. Action, Addition of Work Study Student
17. Action, Classified Contract
18. Action, ELA Curriculum K-5
19. Action, MHSA Proposals
20. Action, MTSBA Policy Updates
 - a. **Required Updates due to statutory or administrative rule changes:** 1400, 1420, 1511, 1610, 2151F, 2320, 3141, 3305, 3310P, 3410, 3410F, 3413F2, 3431, 3600F1, 3600F2, 3600P, 5121, 5223, 5330, 7320, 8110, 8125, 8132, 8210
 - b. **Recommended Updates to:** 1240, 1520, 3310P2, 5231
 - c. **Policies with Legal Reference Updates NOT requiring board action:** 1650, 2158, 2500, 3210, 6140
 - d. **Policy 2120:** Date adjustment suggested.
21. Action, Millard E. Pederson Scholarship
22. Action, Call Out for Bids on the Roof
23. Action, Approval of Potential Renovation Projects
24. Action, Intercap Loan Approval
25. Action, Class Schedule for 24-25 School Year
26. Action, Staffing for 24-25 School Year
27. Action, Student Teacher Placement Request
28. Action, Superintendent Evaluation

PUBLIC COMMENT FOR NON-AGENDA ITEMS

29.

REPORTS (Continued)

30. Information, Trustees Reports/Requests.

DATE/TIME FOR NEXT MEETING

31. Date: Tuesday, January 16, 2023 Time: 6:00 p.m. training, 6:30 mtg.
Potential Conflicts:
Suggested Changes:

ADJOURNMENT

32. Time of adjournment: _____

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Public Comment

(Agenda Items)

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

Thank you.

SCHOOL BOARD MINUTES
REGULAR MEETING
November 21, 2023
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, November 21, 2023, at 6:30 p.m. Trustees present were Chair Mark Colvin, Wendy Becker, Chris Petersen, and Ian Walker. Representatives were Nicole Simonsen, Mike Olson, Janessa Parenteau, and Lora Finnicum. Visitors were recognized.

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

Chris Petersen made motion to approve the minutes of October 17, 2023 (regular board) meeting(s). Wendy Becker seconded motion. Motion carries unanimously.

Ian Walker made motion to pay the November bills, approve investments, note cash and extra-curricular balances. Chris Petersen seconded motion. Motion carries unanimously. Payroll warrants #2366 to #2401 and claims warrants #11543 to #11614 were written.

Reports were presented. Our network management company may have found the issue with network drops, and we are still waiting for quotes for HVAC software upgrades. Elementary staff reviewing new ELA curriculum and recommendations forthcoming.

Beartooth Construction phoned in regarding the sinking foundation wall outside the special ed classroom. They recommended seeking an engineer for pier plans which is included in their estimate of \$77,816.20. Board will review options.

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

Chris Petersen made motion to hire Nyreece Halvorson for student work study in the kitchen. Ian Walker seconded motion. Motion carries unanimously.

Wendy Becker made motion to hire Eddie Morris for HS Golf Assistant Coach for 2023-24. Chris Petersen seconded motion. Motion carries unanimously.

Ian Walker made motion to hire Brian Manning as HS Football Head Coach, George Nickoloff as HS Football Assistant Coach, Logan Nickoloff as JH Football Head Coach, Chance Hyatt as HS Cross Country Head Coach, Terri Sansaver as JH Cross Country Head Coach, Tiffany Nielsen as HS Volleyball Head Coach, Tessa Rumsey as HS Volleyball Assistant Coach, Jimie Lou Morris as JH Volleyball Head Coach, and Janelle Ator as JH Volleyball Assistant Coach for 2024-25. Wendy Becker seconded motion. Board wants to establish consistency in the hiring process. A self-evaluation tool for program accountability will be developed prior to the start of seasons. Motion carries unanimously.

Wendy Becker made motion to close extra-curricular student accounts of Indian Club with \$0 balance and Spanish Club with \$15.49 balance. Ian Walker seconded motion. Recommendation for Spanish Club monies to be deposited with the alumni scholarship fund. Motion carries unanimously.

SCHOOL BOARD MINUTES
REGULAR MEETING
November 21, 2023
Tuesday – 6:30 p.m.

Wendy Becker made motion to adopt policies 2335F1 and 2335F2. Chris Petersen seconded motion. Policy is mandated by law which only requires one reading for adoption. Motion carries unanimously.

Trustees established 2023-24 goals of review trimester, explore PreK, board training, sinking sped corner and general facility updates. Trimester review will be presented at the December meeting.

Ian Walker made motion to provide one scholarship in the amount of \$500 from the Alumni Scholarship Fund. Wendy Becker seconded motion. The alumni scholarship met and developed the parameters. Motion carries unanimously.

Wendy Becker made motion to accept the resignation letter from Carrie Fischer effective November 30, 2023. Ian Walker seconded motion. Motion carries unanimously.

Notice for public comment for non-agenda items was given. Review given on MCEL workshops. Next meeting scheduled for December 20th at 6:30 p.m. with board training at 6:00 p.m. Meeting adjourned at 7:17 p.m.

School Board Chair



Clerk

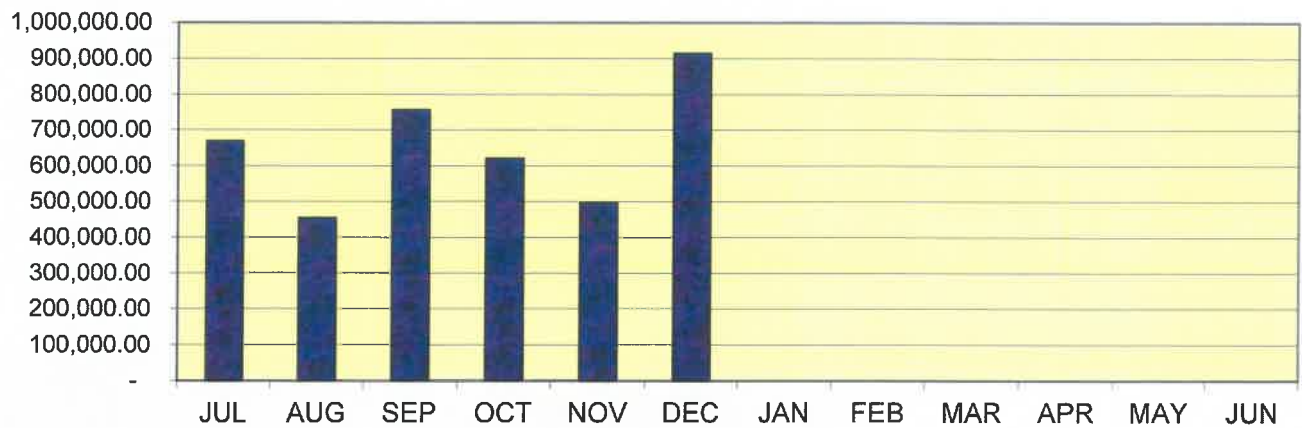
CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of NOVEMBER 30, 2023

A	B	C	D	E	F	G	H	I
FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	(101,404.53)	375,077.28	-	-	197,863.27	75,809.48	75,809.48	-
TRANSF	(18,171.97)	92,065.88	117,350.00	90,669.00	26,538.12	74,036.79	74,036.79	-
RETIRED	15,038.47	60,338.48	77,558.00	71,693.00	22,909.39	58,332.56	58,332.56	-
MISC	(103,247.14)	20,483.00	-	-	16,705.03	(99,469.17)	(99,469.17)	-
Misc	3,114.64					3,114.64		
Title	(20,458.09)	20,483.00			10,987.21	(10,962.30)		
ESSER II	-					-		
ESSER III	(74,112.00)					(74,112.00)		
Ind Ed	(4,787.49)				2,874.60	(7,662.09)		
JMG	2,810.55				35.00	2,775.55		
SRS	(16,210.57)				2,706.10	(18,916.67)		
JOM	6,395.82				102.12	6,293.70		
AD ED	(449.63)	1,680.32	10,655.00	10,160.00	1,179.00	546.69	546.69	-
COMPA	15.86	22.06	4,474.00	4,474.00		37.92	37.92	0.00
IMPACT	53,828.04	2,415.92	11,541.00	65,317.00	3,520.71	(1,052.75)	(1,052.75)	0.00
TECH	3.20	1.48	301.00	301.00	-	4.68	4.68	(0.00)
FLEX	0.25	19,015.82	-	-		19,016.07	19,016.07	-
PR	18,246.04	307,807.41	-		316,943.36	9,110.09	9,110.09	0.00
CL	6,005.29	119,526.71	-		109,472.41	16,059.59	16,059.59	-
ELEM	(130,136.12)	998,434.36	221,879.00	242,614.00	695,131.29	152,431.95	152,431.95	0.00
GENERAL	(82,963.23)	232,187.90	-	-	87,065.40	62,159.27	62,159.27	-
TRANSF	(13,415.79)	79,526.97	39,077.00	19,550.00	19,353.83	66,284.35	66,284.35	-
LUNCH	(4,422.03)	4,340.71	-	-	(261.50)	180.18	180.18	(0.00)
RETIRED	(891.72)	17,886.54	115,152.00	-	13,494.47	118,652.35	118,652.35	-
MISC	11,275.25	3,542.00	-	-	219.02	14,598.23	14,598.23	-
Misc	8,275.25		-			8,275.25		
ESSER	-					-		
AG	-	1,892.00				1,892.00		
BUS	-	1,650.00				1,650.00		
JMG	3,000.00				219.02	2,780.98		
Perkins	-					-		
AD ED	(1,149.19)	1,974.12	10,672.00	9,476.00	1,179.00	841.93	841.93	0.00
DR ED	24.93	35.76	7,251.00	7,251.00		60.69	60.69	0.00
COMPA	9.53	12.82	2,600.00	2,600.00		22.35	22.35	(0.00)
IMPAC	19,274.61	23,612.63	13,511.00	32,727.00	9,335.80	14,335.44	14,335.44	0.00
TECH	(88.68)	2.97	602.00	510.00	191.88	(185.59)	(185.59)	-
FLEX	0.97	0.01	2.00	2.00		0.98	0.98	-
ENDOW	82,550.61	1,033.28	209,517.00	182,289.00		110,811.89	110,811.89	-
HS	10,205.26	364,155.71	398,384.00	254,405.00	130,577.90	387,762.07	387,762.07	0.00
TOTAL	(119,930.86)	1,362,590.07	620,263.00	497,019.00	825,709.19	540,194.02	540,194.02	0.00

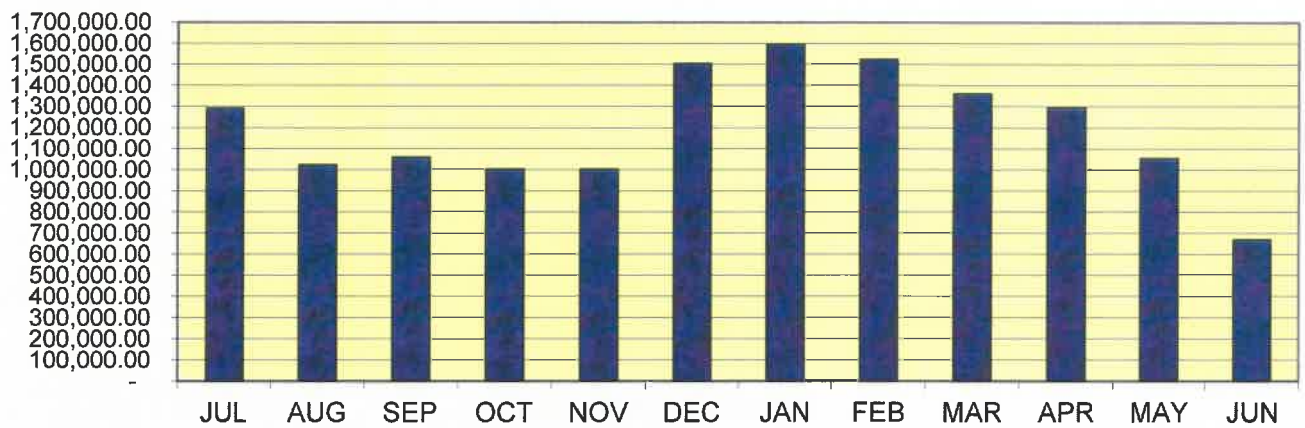
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		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2	101 General	116,622.00	147,007.00	119,072.00	-	-	10,456.00						
0	110 Transport	52,089.00	90,486.00	119,075.00	117,350.00	90,669.00	133,725.00						
2	114 Retirement	-	54,866.00	54,694.00	77,558.00	71,693.00	91,624.00						
2	117 Adult Ed	13,194.00	11,439.00	11,734.00	10,655.00	10,160.00	10,177.00						
2	121 Comp Abs	-	4,285.00	4,451.00	4,474.00	4,474.00	4,489.00						
3	126 Impact Aid	86,264.00	-	15,062.00	11,541.00	65,317.00	64,207.00						
3	128 Technology	11.00	9.00	807.00	301.00	301.00	304.00						
2	129 Flex	-	-	-	-	-	19,016.00						
-	201 General	71,010.00	16,912.00	11,762.00	-	-	45,125.00						
2	210 Transport	18,916.00	22,414.00	41,014.00	39,077.00	19,550.00	74,797.00						
2	212 Hot Lunch	3,083.00	4,299.00	5,207.00	-	-	180.00						
2	214 Retirement	39,445.00	84,647.00	84,815.00	115,152.00	-	100,765.00						
0	217 Adult Ed	13,500.00	11,425.00	11,750.00	10,672.00	9,476.00	10,077.00						
0	218 Drivers Ed	4,569.00	4,044.00	7,229.00	7,251.00	7,251.00	7,275.00						
2	221 Comp Abs	153.00	2,537.00	2,586.00	2,600.00	2,600.00	2,609.00						
2	226 Impact Aid	107,848.00	-	16,895.00	13,511.00	32,727.00	46,995.00						
2	228 Technology	12.00	10.00	925.00	602.00	510.00	321.00						
4	229 Flex	2.00	2.00	2.00	2.00	2.00	2.00						
4	281 Endow	142,211.00	-	249,360.00	209,517.00	182,289.00	292,067.00						
	TOTAL	668,929.00	454,382.00	756,440.00	620,263.00	497,019.00	914,211.00	-	-	-	-	-	-
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2	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	-
0	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
2	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
2	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
2	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
2	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
2	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
2	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	-
2	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
2	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
2	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
0	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
0	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
2	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
2	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
2	228 Technology	-	-	501.00	501.00	501.00	501.00	502.00	503.00	505.00	6.00	8.00	10.00
3	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
3	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
2	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
0	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
2	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
2	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
2	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
1	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
1	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
2	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
2	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
2	212 Hot Lunch	1,146.00	1,146.00	-	-	-	-	473.00	-	-	-	1,171.00	1,171.00
2	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
0	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
0	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
2	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
2	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
2	228 Technology	-	629.00	628.00	595.00	595.00	595.00	21.00	21.00	-	-	-	-
2	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
2	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

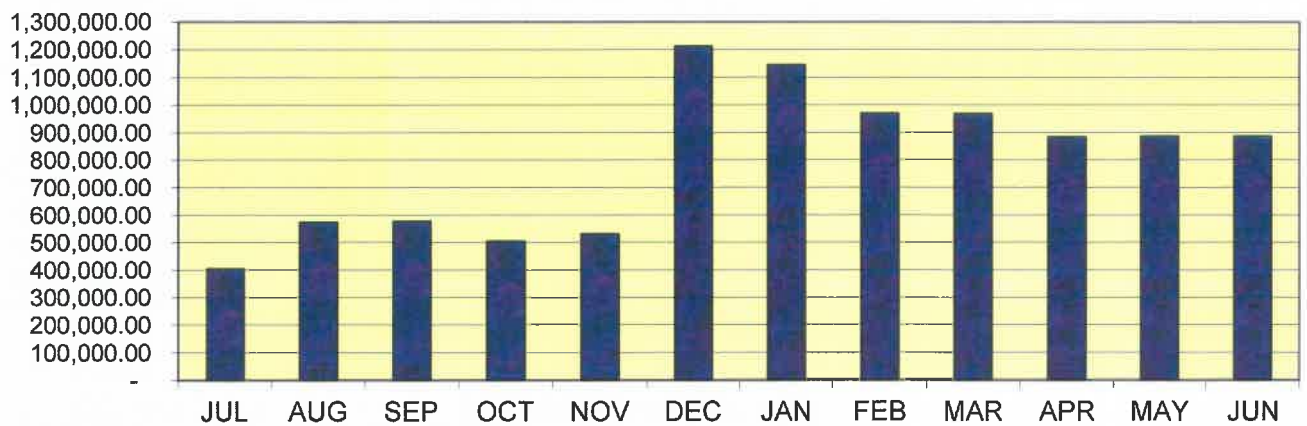
2023-24 INVESTMENTS



2022-23 INVESTMENTS



2021-22 INVESTMENTS



Culbertson Public School

Totals Report for November 2023
2023-2024

12/11/2023
10:42:36 AM

Checking
Savings
Investments

Account	Beginning	+	Receipts	-	Expenditures	+	Transfers	=	Ending
1 - ANNUAL	1,407.28		0.00		129.78		0.00		1,277.50
2 - ATHLETICS	5,762.87		472.17		1,311.44		0.00		4,923.60
3 - Used for Future Graduated Senior Class	0.00		0.00		0.00		0.00		0.00
4 - SENIOR CLASS 2024	2,013.28		0.00		0.00		0.00		2,013.28
5 - JUNIOR CLASS 2025	4,927.54		0.00		0.00		0.00		4,927.54
6 - SOPHOMORE CLASS 2026	688.80		0.00		0.00		0.00		688.80
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	4,144.72		67.42		2,834.30		0.00		1,377.84
10 - BAND/CHOIR	7,068.57		420.00		0.00		0.00		7,488.57
11 - STUDENT COUNCIL	5,759.99		1,317.43		400.00		0.00		6,677.42
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	-411.68		461.82		0.00		0.00		50.14
15 - PLAY	8,362.71		0.00		0.00		0.00		8,362.71
16 - JMG	1,486.23		0.00		0.00		0.00		1,486.23
17 - BPA	1,171.93		316.00		520.27		0.00		967.66
18 - EXPLORE AMERICA	24,346.34		10,715.50		11,107.10		0.00		23,954.74
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		2,323.00		1,553.74		0.00		5,390.56
	83,142.08	+	16,093.34	-	17,856.63	+	0.00	=	81,378.79



Student Rep. Report - Junior Class Treasurer, Jazzmin Fugere
-Junior Class President, Bridger Salvevold
-Junior Class Rep., Macy Lambert

This year our class elected the following people for class officers:

- Bridger Salvevold, president
- Mark Kirkaldie, vice president
- Jazzmin Fugere, treasurer
- Reese Moon, secretary

Our student council reps. are:

- Macy Lambert
- Jazzmin Fugere

Our class has done a 50/50 raffle in September for fundraising this year. Other fundraisers coming up this year will be selling roses (February), a class meal during basketball season, and pop a shot during basketball season.

We have 3 new students in our class this year:

- Klesta
- Florian
- Eizen

Our class has 18 students.

Other important news from the junior class includes:

- We are starting to plan prom.
- We will also be planning the junior/senior banquet in the spring.

Our current funds are around \$5,000.

Jazzmin Fugere

Macy Lambert

Bridger Salvevold

December 2023 AD report

Culbertson Board of Trustees,

Junior high basketball will finish this weekend at the South Tournaments held in Lambert and Savage. Varsity basketball has commenced with a total of 11 girls and 17 boys participating. A total of 2 8th grade girls have indicated their intentions to participate in high school basketball when the JH season is finished. The cheer team also has 13 members out. The first day of elementary basketball practice will be on January 4.

Sincerely,

David Solem

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

The company for our heating control came on Dec 8th and reviewed more of the system and they will be providing a quote.

Updating the computer inventory is still in process.

Schoolhouse IT was here on Dec 7th. They worked on a variety of issues.

They have take the 2nd part of our server back to Great Falls to work on.

I will be putting in a series of new switches for the main server room, new elementary wing, and weightroom. This will be through the E rate program.

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

I attended the MASSP meeting on Dec 12^h in Wolf Point. Main discussion was IEPs.

HS Snowball Dance was held on Dec 2nd at the Old Armory. 56 students attended. I would like to thank Mr. and Mrs. Morris for helping to chaperone.

The Culbertson Book Fair was held Dec 4-8. We received good feedback from our parents and liked having it just before Christmas break.

5-12 Winter Concert was held on December 12th and the Elementary Christmas Concert will be held on Dec 18th with the parade of lights to follow.

As of 12-13-23

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	22	19	18	22	23	23	21	25	12	25	33	19	14	276
Nov	23	19	18	22	23	23	21	25	12	25	33	19	14	277
Dec	23	19	18	22	23	23	21	25	12	25	33	19	14	277
Jan														0
Feb														0
March														0
April														0
May														0

Enrolled	3	5	2	0	1	3	2	2	2	2	5	4	1	32
Transferred	2	0	2	0	0	1	1	0	0	0	1	2	0	9
Total In/Out														41

Ended the 2022-2023 year with 265

Elementary Board Report

Christmas season and events galore!

Finalized ELA curriculum changes for the upcoming school year.

Continued Title 1 Review. The paras I have this year are rockstars! They continue to hit gains with the students and work so well with each other.

Spent a lot my time since the last board meeting dealing with confidential items.

Culbertson School Board Meeting

Superintendent's Report

December 20, 2023

Staff shoutouts this month go to Andy Ellerkamp & our kitchen staff (Talesha DePriest-supervisor, Julie Bailey-cook, and Brittany Pirkle-cook). Andy deals with anything and everything that comes at him each day from plumbing (minor and major), broken vacuums, broken skylights, leaks in the roof, rain gutters---he is willing to tackle all of the challenges that come his way and we are grateful! Huge shoutout to our kitchen crew that has shifted, readjusted and taken on a bit more to make sure all things are covered in the kitchen—we appreciate them and their hard work a great deal!

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

December 1	JH BB @ Fairview 4:30 PM
December 2	JH BB vs. Mondak @ 10:00 AM
December 5	HS BB @ Poplar
December 6	NEMASS in Wolf Point @ 10:00 AM
December 8	JH BB @ Richey/Lambert 4:00 PM
December 9	JH BB vs. Savage @ 9:00 AM
December 12	6-12 Music Concert @ 7:00 PM
December 14	SAM webinar @ 10:00 AM
December 14	JH BB South Round Tournament @ Lambert
December 16	HS BB vs. Plentywood
December 18	K-5 Music Concert @ 6:30 PM
December 18	Parade of Lights
December 19	HS BB @ Fairview
December 21	HS BB vs. Froid/Lake
January 3	NEMASS superintendent meeting in Wolf Point @ 10AM
January 4	HSBB @ Brockton
January 5	HSBB vs. Savage
January 11	SAM Webinar @ 10AM
January 11	Parent Teacher Conferences 3-6PM
January 12	HSBB @ Bainville
January 13	HSBB vs. Mondak
January 14-15	MHSA Annual Meeting in Bozeman
January 16	Culbertson Board of Trustees' Meeting @ 6PM
January 18	HSBB vs. R/L
January 19	Divisional Speech and Drama Meet in Culbertson
January 26	HSBB @ Froid/Lake

B. Other updates and items for your review:

1. I submitted a grant proposal to the Masonic Lodge of Montana requesting \$3,000 to replace some 50 year old percussion. Mrs. Taberna is going to begin to chip away at updating/repairing/replacing the percussion one piece at a time due to its age.
2. Roof—Our insurance company sent the roof adjuster that totaled the roof after our last meeting. The crew we contracted with for the temporary roof arrived Tuesday (Dec. 12th). They have been working diligently to get the roof cleared, cleaned, inspected, patched, and sealed with the silicone.
3. Lighting—Andy and Mike were able to change out most of the lightbulbs around the entire outside of our building. This is great since basketball season is here and we need our walkways lit. There are a couple that remain a mystery, but we believe they might have bad wiring. Mike also contacted someone to put an extension on the street light on the corner of our playground, which helped a lot compared to no extension.
4. Early Literacy—our advisory council reconvened on Tuesday (Dec. 12th) to write our work into law. Despite my best attempts to reason 1 teacher per 18 kids, the council settled on 1 teacher per 10 kids and an additional adult (para) for anything over 10 kids. This may be a financial roadblock if we were to attempt a half day preK for 4 year old children that qualify for early literacy intervention. I am going to keep seeking solutions to make this feasible financially before I ask you to consider this item.
5. Graduate Profile—The administration team has continued to discuss this and we are still fine-tuning. We will have a draft for you to approve at the January board meeting.
6. Guest doing Grad. Project—Last December the board approved Sierra Machart being in the building and working with staff to complete her final project for her OT Doctoral Program. She will now be spending some significant time in our building from January through April and working with our staff.
7. Classroom Visits—I know the board has not recently done classroom visits, but I would like you to consider stopping in during January to visit classrooms and see first hand the amazing things our teachers and students are doing on a daily basis!
8. Here are a few items that will be part of the next regular Board meeting agenda:
 - Graduate Profile

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.

Merry Christmas!

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

MEETING DATE: 12-20-2023

AGENDA ITEM #: 15

AGENDA TITLE: Addition to the Guest Teacher List

SUMMARY: Seeking approval for the addition of Shannon O'Brien and Harlie Fileman to the guest teacher list pending background checks.

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: 12-20-2023

AGENDA ITEM #: 16

AGENDA TITLE: Addition of Work Study Student

SUMMARY: Seeking approval for Caden Summer to do 1 period of work study through the second trimester.

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: 12-20-2023

AGENDA ITEM #: 17

AGENDA TITLE: Classified Contract

SUMMARY: Abbey Granbois was approved to work through December 2023 as a paraprofessional. I am requesting approval for a contract extension so she can work through the school year (May 24, 2024).

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: 12-20-2023

AGENDA ITEM #: 18

AGENDA TITLE: ELA Curriculum K-5

SUMMARY: Seeking approval for the purchase of Into Reading by HMH for K-2 ELA curriculum and Read Side by Side for grades 3-5. Both programs are research based and have been thoroughly vetted by our K-5 staff along with Mrs. Parenteau.

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: 12-20-2023

AGENDA ITEM #: 19

AGENDA TITLE: MHSA Proposals

SUMMARY: I will be attending the MHSA meeting in Bozeman on January 14th and 15th. Please advise how you would like to vote on the following (4) proposals from MHSA

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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**MONTANA HIGH SCHOOL ASSOCIATION
2023 ANNUAL MEETING**

**Monday, January 16, 2023
Holiday Inn Missoula Downtown
Missoula, Montana**

PROPOSALS

1. Proposal to add a Private School Multiplier By-Law, Article X, Athletic Classification and Districting-1
Presented by: Lima High School
2. Proposal to Amend Cooperative Sponsorship of Activities -----1-2
Presented by: North Toole County – (Sunburst)
3. Proposal to Appoint a Committee to Study Boys and Girls Lacrosse -----3
Presented by: Missoula Hellgate High School
4. Proposal to Appoint a Committee to Study Esports as a MHSA Activity -----3-4
Presented by: Missoula Hellgate High School

repeats from
2022

1. PROPOSAL TO ADD A PRIVATE SCHOOL MULTIPLIER BY-LAW, ARTICLE X, ATHLETIC CLASSIFICATION AND DISTRICTING

Proposal: (Include all deletions as well as additions. List by article, section and page numbers. Lima High School proposes to add a private school multiplier to By-Law, Article X, Athletic Classification and Districting. Member schools that are considered private under OPI's definition or non-public schools shall use a 1.5 multiplier of enrollment when determining enrollment numbers for classification and districting.

Rationale: According to NFHS there are 21 states that use either a multiplier or competitive balancing formula for private schools. Many of the private MHSA member schools are located in relatively urban (by Montana standards of urban) areas of Montana providing a more competitive enrollment/recruiting/selection process. An example of the need for this can be found in Class C. Between 2015 and fall 2022 one private/nonpublic school has won 33.3% of all the state championships for Volleyball, Basketball, Golf, Track and Field and Cross Country combined. This can, in part, be attributed to the enrollment/recruiting/selection process for private schools. Some private schools across Montana choose to play up a classification for the competition. This proposed multiplier does not impact their ability to continue to play up a classification as allowed under the current By-Law, Article X.

Fiscal Note: (if any) The only fiscal note would be the different travel times for teams. This could be more or less than the current situation based on the location of the private school.

2. PROPOSAL TO AMEND COOPERATIVE SPONSORSHIP OF ACTIVITIES

Proposal:
Section (35)

Add D

D. Cooperative sponsorship of any activity by two or more-member schools are permitted in one of the following categories:

1. Combined Cooperative Program: Students from more than one school combine to compete as one team. The combined teams' classification is determined by combined enrollments of the member schools involved. This program applies to football, volleyball, soccer, basketball, softball and baseball.

If the combined enrollments of the schools involved in a combined cooperative program exceeds the minimum number of the next higher classification the combined cooperative team will compete at that higher classification in that activity.

2. Collective Cooperative Program: Students from more than one school share resources, but must compete as representatives of their home school at district, divisional and state competition. School classification remains the same for the individual students. This program applies to cross country, wrestling, swimming, golf, tennis, track, debate and speech.

The following sections the language remains the same, but has been relettered.

E. To be eligible to participate in MHSA sanctioned activities schools must have an enrollment at or below the maximum classification enrollment. New applications must be filed with MHSA by February 1st of each year. The enrollment count will meet or exceed this number for two consecutive years in order to be mandated that the cooperative contract will no longer be allowed.

Reletter from here down because of additions:

F. To be eligible to participate in six-player football, schools must be Class C and have a high school enrollment at or below 65 students. No football cooperative contracts may exceed an enrollment of 65 students when two or more participating member schools are combined (Exception – See Article X Section (2) 2.2). New applications must be filed with MHSA by November 15th of each year. The enrollment count will meet or exceed this number for two consecutive years in order to be mandated to switch to eight-player football.

G. Application forms and a list of details that describe district to district issues affecting cooperative sponsorship will be made available by the MHSA to school districts upon request. The activity fees payment as outlined in Article I Section (2) 2.1 must be paid upon approval of the co-op.

H. Refunds will be made, upon request, up to the date of the first allowable contest of the activity.

I. Cooperative implementation of an activity by two or more member schools will be considered under the following conditions:

1. Schools are to be located in the same geographic area and combined enrollments will be used as a guideline.

2. Making activities available for students that would not be available in their home school if cooperative contracting did not occur.

3. The school board of the participating member schools must jointly make the application to the MHSA Executive Board.

4. A resolution from each school board stating the purpose for sponsoring a joint activity must be submitted to the MHSA office in a timely manner.

5. Decisions on all applications will be determined by the Executive Director subject to appeal to the MHSA Executive Board.

6. A school may not enter into any cooperative sponsorship whereby students are sent to two or more schools in the same activity.

7. When schools from two different classifications co-op, they will compete in the higher classification of that activity.

8. When the intent is not to improve a particular school's win-loss record.

9. All other related procedures not specifically controlled or directed by the MHSA will be the responsibility of the schools named on the cooperative contract.

10. Both schools must be in compliance with the Ridgeway Settlement Agreement, specifically in terms of the number of sports offerings for each gender.

11. The co-op may be terminated by the MHSA Executive Board.

Rationale:

There are currently no standards or guidance for MHSA Schools to follow when deciding how and when to Co-op sports programs. This would eliminate unnecessary Co-ops for individual sports (Collective Cooperative Program) in the postseason.

3. PROPOSAL TO APPOINT A COMMITTEE TO STUDY BOYS AND GIRLS LACROSSE

Proposal:

TO APPOINT A COMMITTEE TO STUDY BOYS AND GIRLS LACROSSE AS A MHSA SPORT

Missoula County Public Schools proposes the following in accordance with the Rules and Regulations, Section (24) Policy, page 25 of the current MHSA Handbook:

Section (24) POLICY ON INTERSCHOOL ACTIVITIES

When any group which sponsors a high school activity requests consideration by the MHSA which may lead to direct supervision and control of this activity, or when the MHSA feels any activity is presenting a problem serious enough to merit study, then the MHSA, at its annual meeting, should authorize the Executive Board to appoint a special committee to thoroughly study each activity and to present its recommendations concerning this activity at the next annual meeting of the Association for consideration and approval or adoption by the Association.

That the MHSA authorize the Executive Board to appoint a special committee to study Boys and Girls Lacrosse as a MHSA sanctioned sport. Recommendations will be presented at the 2024 MHSA Annual Meeting.

Rationale:

Lacrosse is one of the fastest growing sports in the United States. A study conducted by the Sports & Fitness Industry Association (SFIA) showed a dramatic increase in participation from 2012-2017, with continued increases headed into the pandemic in 2020. Lacrosse is currently sanctioned by high school associations in 25 states, with the most recent additions in Ohio, Illinois and Utah. Lacrosse is supported by the NFHS, which has reported an increase in high school sanctioning of 24% for Boys Lacrosse and 28.3% for Girls Lacrosse from 2012-2017. The NCAA has seen a similar increase in sanctioned programs, 25.8% increase for Men's Lacrosse and 32.5% for Women's Lacrosse, during the same time period. The University of Montana and Montana State University both have lacrosse teams in the MCLA (Men's Collegiate Lacrosse Association) as well as the WCLA (Women's Collegiate Lacrosse Associates). The University of Montana men's team played for the National Championship in May 2022 in Round Rock, TX. MCLA teams are student-run club programs; WCLA teams are also student-run club programs, but the WCLA league is under the umbrella of the national governing body, USA Lacrosse.

We are experiencing the same growth in Montana. Currently every AA city has a lacrosse club providing opportunities for youth and high school participants. Sanctioning lacrosse at the high school level would support a continued national effort to grow the game of lacrosse.

4. PROPOSAL TO APPOINT A COMMITTEE TO STUDY ESPORTS AS A MHSA ACTIVITY

Proposal:

Missoula County Public Schools proposes the following in accordance with the Rules and Regulations, Section (24) Policy, page 25 of the current MHSA Handbook:

Section (24) POLICY ON INTERSCHOOL ACTIVITIES

When any group which sponsors a high school activity requests consideration by the MHSA which may lead to direct supervision and control of this activity, or when the MHSA feels any activity is presenting a problem serious enough to merit study, then the MHSA, at its annual meeting, should authorize the Executive Board to appoint a special committee to thoroughly study each activity and to present its recommendations concerning this activity at the next annual meeting of the Association for consideration and approval or adoption by the Association.

That the MHSA authorize the Executive Board to appoint a special committee to study eSports as a MHSA sanctioned sport. Recommendations will be presented

at the 2024 MHSA Annual Meeting.

Rationale:

Esports is one of the fastest growing after school programs and activities in the United States. In the past four years, esports has experienced tremendous growth and is now ranked in the top 20 sports in terms of student participation as reported by the NFHS. Esports is officially sanctioned by 20 state associations, including Colorado (CHSAA), and Mississippi (MHSAA), which allows for widespread adoption in those states. Esports is uniquely positioned for after school programs and activities and reaches students who aren't engaged with traditional extracurriculars. According to a study done by PlayVS, a national K-12 esports provider, 45% of participating students reported that this is their first after school activity or sport. Upwards of 70 percent of esports coaches see improvement in socialization, communication, and leadership skills. For one esports provider, Montana has had 13 schools participate in the current school year, and compete against 600 other high school teams within their timezone. Schools such as Boise State University and New Mexico State offer scholarships for students to compete under a collegiate banner. With the gaming industry surpassing 200 billion dollars, exposing students to esports can help them explore careers in engineering, marketing, game design, and audio engineering.

Montana has experienced growth in esports, with schools building lasting programs for years to come. Sanctioning esports at the high school level would allow for exponential growth, providing opportunities for students that aren't typically engaged by traditional extracurriculars.

Fiscal

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

MEETING DATE: 12-20-2023

AGENDA ITEM #: 20

AGENDA TITLE: MTSBA Policy Updates

SUMMARY: Please see the attached from MTSBA regarding required updates, recommended updates, and policies with legal reference updates NOT requiring board action.

Policy 2120: This is our curriculum and assessment policy. We just need to adjust the years since ELA was postponed last year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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The MTSBA Policy Services team has prepared updates to the MTSBA Model Policy Manuals in continued response to legislation approved during the 2023 Legislative Session in addition to amendments to Chapter 55 as adopted by the Board of Public Education. This edition of MTSBA Policy Notes provides revisions to the MTSBA Model Policy Manuals needed to ensure compliance with changes to law and revised best practice. The bill or rule related to a policy are noted with links to read the applicable provisions. The specific policies are outlined below. Click on a link to be directed to the policies.

- Changes which stem from statutory or administrative rule change are required updates. Other updates are noted as recommended to assist in revising advised practice. Districts that have previously adopted an existing model policy will adopt required changes. If a district has not previously adopted an existing model policy, it may do so now with the applicable changes.
- The remaining policies listed only have updates to the legal references. The content of these policies does not change and do not require a vote of the board of trustees to revise the legal reference.
- All the policies will require the number of readings specified in each district's Policy 1310.
- Members of the MTSBA Policy Maintenance Program have received the MS Word versions of the policies in a direct email with instructions for using the MTSBA policy hosting platform. Those districts can report back to MTSBA staff when the policies have been adopted by the board of trustees. MTSBA staff will then update the district's policy website as hosted on MTSBA.org to reflect the adopted changes as they relate to your current policies, adopted/revised on date, and headers. Please contact MTSBA if you have not received the email with instructions and MS word versions. Thank you to the over 200 districts that participate in the MTSBA Policy Maintenance Service Program.
- MTSBA staff will present details on the policy updates at an MTSBA Thursday Think Tank in December.

MTSBA Model Policies with Required Updates

MTSBA Model Policy 1400 – Board Meetings. This policy was updated to accurately state the requirements by which a board of trustees may convene an emergency meeting.

MTSBA Model Policy 1420 – Board Meeting Procedure. This policy was updated to reflect the changes in the law from HB 890. The policy now outlines the process for Class 1 and 2 districts to complete and maintain recordings of school board meetings as will be required starting July 1, 2024.

MTSBA Model Policy 1511 – Code of Ethics. This policy was updated to remove the reference to the National School Boards Association.

MTSBA Model Policy 1610 – Goals and Objectives. This policy was updated to reflect the changes in the accreditation standards at 10.55.601 ARM and 10.55.701 ARM. The policy now outlines how the board of trustees shall conduct and complete the integrated strategic action plan as

required by rule.

MTSBA Model Policy 2151F – Assumption of Risk Form. This form was updated to reflect the changes in the law from HB 676 and SB 518. The form can now be used for extracurricular activities, athletics, clubs, and events.

MTSBA Model Policy 2320 – Field Trips and Excursions. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now cross references Policy 8132 to detail how parents consent to school trips.

MTSBA Model Policy 3141 – Non-Resident Enrollment. This policy was replaced in its entirety to reflect the changes in the law from HB 203. The previous policy shall not be retained. The new policy details the process for nonresident students to enroll in a district when required by law and when extenuating circumstances do not exist. The policy now outlines how districts may establish application deadlines, priority processes, and standards for capacity as permitted by law. The policy should be carefully reviewed with applicable options selected and information inserted prior to adoption. The related MTSBA Model Policy 7008 will remain in place for the remainder of this school year but will be addressed in policy updates distributed in 2024.

MTSBA Model Policy 3305 – Seclusion and Restraint. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now includes methods for parental consent for health intervention or screening.

MTSBA Model Policy 3310P- Risk Assessments. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now includes methods for parental consent for health intervention or screening.

MTSBA Model Policy 3410 – Student Health and Examinations. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now includes methods for parental consent for health intervention or screening.

MTSBA Model policy 3410F – Medical Consent Form. This form was updated to reflect the changes in the law from HB 676 and SB 518. The form now includes methods for parental consent for health intervention or screening.

MTSBA Model Policy 3413F2 – Immunization Religious Exemption Form. This form was updated to reflect the changes in law from HB 715. This form was previously distributed to districts on October 12, 2023.

MTSBA Model Policy 3431 – Emergency Treatment. This policy was updated to reflect the changes in the law from HB 676 and SB 518 through authorization to act in an emergency situation consistent with Policies 3305 and 3310P.

MTSBA Model Policy 3600F1, 3600F2, 3600P – Student Records Procedures and Forms. This procedure and form were updated to reflect the changes in the law from HB 676 and SB 518 by

ensuring video and audio recordings are clearly listed as directory information, when applicable.

MTSBA Model Policy 5121 – Applicability of Personnel Policies and Professional Development. This policy was updated to reflect the changes in rule at 10.55.723 ARM requiring collaboration with staff on mentoring and induction for inclusion in the integrated strategic action plan.

MTSBA Model Policy 5223 – Personal Conduct. This policy was updated to clearly state the expectations for staff to comply with ethical standards governing public employees in Montana law.

MTSBA Model Policy 5330 – Maternity and Paternity Leave. This policy was updated to clarify the use of accumulated leave for an employee on maternity or paternity leave.

✓ **MTSBA Model Policy 7320 – Purchasing.** This policy was updated to comply with Montana law governing non-discrimination in public bidding procedures.

MTSBA Model Policy 8110 – Bus Routes and Schedules. This policy was updated to comply with standards governing trustee approval of bus routes and installation of crossing arms on buses.

MTSBA Model Policy 8125 – School Bus Emergencies. This policy was updated to comply with standards to complete school bus emergency drills for students.

MTSBA Model Policy 8132 – Activity Trips. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now outlines how parents will be provide the opportunity to consent to trips and rooming assignments and details the process for districts to use activity specific transportation methods and lodging.

✓ **MTSBA Model Policy 8210 – Procurement Policy for School Food Purchases and Use of Federal Funds.** This policy was updated to comply with new guidance and interpretations of regulations governing school nutrition and food services procurement.

MTSBA Model Policies with Recommended Updates

MTSBA Model Policy 1240 – Duties of Individual Trustees. This policy was updated to clarify the legal requirement for trustee visits to schools and cross reference with Policy 1520.

MTSBA Model Policy 1520 – Board Staff Communications. This policy was updated to clarify the options staff have to raise concerns in the district, communicate with trustees, and establish a method for collaborative trustee visits to schools.

MTSBA Model Policy 3310P2-Academic Honesty and Responsible Use of Resources - This procedure was developed to assist districts in managing student use of technology, including artificial intelligence, in a responsible and academically relevant manner.

MTSBA Model Policy 5231 – Personnel Records. This policy was updated to require staff to maintain an accurate and up to date mailing address with the school district.

MTSBA Model Policies with Legal Reference Updates Not Requiring Board Action

MTSBA Model Policy 1650 – Public Charter Schools

MTSBA Model Policy 2158 – Family Engagement Policy

MTSBA Model Policy 2500 – English Language Learner Program

MTSBA Model Policy 3210 – Equal Educational Opportunity

MTSBA Model Policy 6140 – Duties and Qualifications of Administrators

Policy 2120: Curriculum and Assessment

Status: ADOPTED

Original Adopted Date: 02/01/2021 | **Last Revised Date:** 08/17/2021 | **Last Reviewed Date:** 08/17/2021

Curriculum and Assessment

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

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

- ~~2022-2023~~ Language Arts including Reading, Spelling, Phonics, Penmanship
- 2023-2024 Social Studies
- 2024-2025 Music, Art, Agriculture, Business, Health & Physical Education, Library Media, World Language
- 2025-2026 Mathematics
- 2026-2027 Science

This rotation will be repeated unless otherwise modified by the Board

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

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

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

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

MEETING DATE: 12-20-2023

AGENDA ITEM #: 21

AGENDA TITLE: Mildard E. Pederson Scholarship—Updated Language

SUMMARY: Seeking the approval of the updated language that is included here to reflect the action taken earlier by the board. See attached.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

Mission

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Millard E. Peterson Scholarship

Rules for Award

Name of Scholarship Award: The name of the annual scholarship awarded under the terms of the Last Will and Testament of Millard E. Peterson, deceased, shall be the "Millard E. Peterson Scholarship".

Amount and Number of Annual Scholarship(s): The amount awarded for each scholarship for the first year shall be \$5,000. All monies on deposit in the trust on January 1st for this scholarship will be divided by the scholarship award amount to determine the number of available scholarships for each year. The scholarship may be renewed if the student receives the initial reward for the second and third year of secondary education in the amount of \$1,000 each year.

Eligibility of Applicants: An applicant shall be deemed qualified to apply for the award if he/she is a needy and worthy graduating senior, who has attended Culbertson Montana High School for three consecutive years including his/her senior year.

The selection committee will weigh need and worth equally. Candidates will be rank-ordered by need and rank-ordered by worth and an aggregate score determined (for example if there are seven applicants, and one applicant is ranked most needy and the fourth most worthy the applicant would have an aggregate score of ten — seven points need/three points worth). The highest aggregate scores of eligible candidates will be awarded the available scholarships and the remaining candidates will be notified as alternates. In the event of a tie, the applicant with the higher rank-order by need will prevail; and should the tie still exist the committee shall determine a winner.

Application for Scholarship Award: The selection committee named to award the Millard E. Peterson Scholarship shall be the principal of the high school, a high school teacher and one lay member of the community selected annually by the superintendent of schools. The counselor shall furnish application forms to eligible applicants who request one. The application forms shall be available the first week of January. Each application shall contain a statement by the applicant agreeing to be bound by the Rules for Award of the Millard E. Peterson Scholarship and the scholarship award shall be subject to such agreement.

Award of Scholarship: The selection committee shall, each year, on or prior to May 1st select awardees and alternates of outstanding Culbertson High School graduates based upon the applications submitted, and make arrangements for presentation of the awards. At the presentation during graduation exercises, it shall be announced that the award is being made in honor of Mr. and Mrs. Lewis Peterson by their son Millard E. Peterson, who attended Culbertson High School. The application of each winner shall be maintained in accordance with state and federal regulations. Other applications shall be retained by the selection committee until the scholarship for that term has been fully paid.

Payment of Scholarship Award: The scholarship award shall be paid by the Fund Custodian as these rules allow:

- A. The first-year award will be paid to the student.
- B. The award will be paid in full at the end of the first grading period (quarter or semester) if the student has maintained a 2.5 grade point average. If some form of assessment is used other than a grade point average, the institution must convert their assessment system to a grade point average.
- C. The initial award must be paid in full at the end of the second grading period if the student has maintained a cumulative 2.5 grade point average; however if the student has not maintained a 2.5 GPA by the end of his/her second semester the award is forfeited.
- D. The awardee must be a full-time student of an institution of post-secondary education.
- E. The second and third-year awards will be paid to the student who has maintained full-time attendance in post-secondary education in the amount of \$1,000 each year as outlined in Section B above. The renewal application can be obtained from the Guidance Office or school's website under the counselor's page.

Forfeiture of Scholarship: The Millard E. Peterson Scholarship shall be payable only to defray the expenses for further education of the scholarship winner.

- A. The winner must register and attend an accredited school, vocational/technical school, college, or university within twenty-four (24) months following the award or the scholarship shall be forfeited.
- B. If the scholarship winner should register and commence attending a school, vocational/technical school, college, or university, but should later cease attending without adequate reason, or should be expelled for disciplinary reasons, or be refused further attendance because of inadequate grades, the scholarship shall be forfeited.
- C. Failure to earn a 2.5 grade point average by the end of the second grading period will result in forfeiture of the scholarship.

Deferral of Scholarship: If the scholarship winner should be prevented from registering and attending, or be forced to discontinue higher education for reasons of ill health, military service, or other reason sufficient in the judgement of the selection committee to excuse attendance, the fund custodian shall maintain the original scholarship award amount and shall pay it to the winner when he/she is able to resume attendance; provided that no deferred payments shall be held longer than two years from the time of interruption. A request can be made to the selection committee for a deferral beyond the two year limit for extraordinary circumstances for up to an additional two years. The deferred amount will not collect interest.

Award of Scholarship to Alternate Winners: In the event a scholarship award for any particular year is forfeited, the selection committee shall then select an alternative winner. The alternate winner, if eligible and qualified for the scholarship, shall then be entitled to the scholarship award payable upon proof of academic eligibility. If none of the other applicants should be eligible and qualified, the remaining balance shall be pooled with the next funds received from the Millard E. Peterson Charitable Unitrust.

Fund Custodian: The Fund Custodian shall be the Culbertson School Board. The Fund Custodian shall disburse funds to scholarship winners as directed by the Rules. The Fund Custodian shall keep a record of monies in a manner consistent with generally accepted accounting principles. The Fund Custodian shall invest uncommitted monies at its discretion for the future benefit of awardees.

Rule Adoption and Amendment: These Rules shall become effective upon approval by the Culbertson Board of Trustees, and shall remain in effect until amended by the Board. Notice of any request for amendment of Rules must be made to the Board of Trustees, at which time a hearing date will be established for considering such amendment. The foregoing Rules for Award of the Millard E. Peterson Scholarship are approved on this 15th day of March, 1990, by official Board action. Amended February 18, 1992. Amended February 18, 2002. Amended January 19, 2016. Amended August 6, 2019.

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

MEETING DATE: 12-20-2023

AGENDA ITEM #: 22

AGENDA TITLE: Call out for bids for other 2/3 of the roof that has been totaled

SUMMARY: We need approval to put a call out for bids on the other 2/3rds of the roof that has been totaled by insurance after the hail storm we had this summer. 1/3rd has already been awarded to Thiel Brothers' Roofing.

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: 12-20-2023

AGENDA ITEM #: 23

AGENDA TITLE: Approval of Potential Renovation Projects

SUMMARY: Potential renovation projects for your consideration:
elementary & hs plumbing replacement \$60,000
install pipe sleeve for sewer from building to street \$45,000
fix sped corner \$78,000
elementary parking lot \$50,000
high school bathroom remodel \$80,000
armory bathroom remodel \$40,000
armory exterior paint \$26,000
Armory entrance 40,000
****These are rough estimates****

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: 12-20-2023

AGENDA ITEM #: 24

AGENDA TITLE: Intercap Loan Application

SUMMARY: This is step one in the process to apply for funding through board of investments for an intercap loan. We need a motion to apply. The amount should reflect which projects from the previous agenda item you would like to move forward with—all of them would be an estimated total of \$419,000.

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: 12-20-2023

AGENDA ITEM #: 25

AGENDA TITLE: Class Schedule for 2024-2025 School Year

SUMMARY: The administration team and staff have been in discussion about our class schedule since school began in the fall. We have taken many steps to see trimester vs. semester scheduling from every angle: lists of pros & cons, discussion in staff meetings, one on one conversations, exploration of an adjusted trimester schedule with 6 periods, and exploration of semester schedule with 6 or 7 periods.

Rationale for moving back to a 7-period semester schedule is provided in the attachment for this agenda item.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

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Rationale for Consideration of 7-period Semester Schedule

Educational Minutes: currently in trimesters our kids receive their core classes for 8,520 minutes each school year (71 minute period X 120 school days). A 7-period semester schedule would allow students 10,620 minutes in core classes each school year (59 minute period X 180 school days).

MAST Testing: Our new state standardized testing is set up for 5 smaller chunks called testlets sprinkled throughout the school year rather than one huge summative test in March as it was in the past. The MAST standardized testing gives Montana OPI our test results, which are then published for our school and used as a piece of judgment for our school accreditation.

The challenge of the current trimester schedule is that our students will have a trimester where they are not in a core, possibly English or math, and are being asked to perform proficiently on the standardized test. I do not believe this is giving our students the best chance at success. Allowing our students to have consistency in their core classes throughout the year is going to help them be better equipped to show proficiency on the testlets.

Class Options: The 7-period semester schedule provides far more electives than we are currently able to offer.

There were lists and lists of many factors, but these were the main sticking points after months of discussion that kept leading me back to the fact that I believe it may be the right time for consideration of a change to a 7-semester schedule. Please reach out if you have questions.

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

MEETING DATE: 12-20-2023

AGENDA ITEM #: 26

AGENDA TITLE: Staffing for 24-25 School Year

SUMMARY: I am asking the board to consider staffing for the 24-25 school year so that we can get an early start on recruitment and hiring—I currently have 5 certified elementary teachers willing to interview in January. When I arrived in July we were still advertising for elementary positions. It was my understanding that the advertised positions would be to keep 2 classrooms per grade level. I am requesting permission to open 3 positions in order to return to a second classroom for grades 1, 3, 4.

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: 12-20-2023

AGENDA ITEM #: 27

AGENDA TITLE: Student Teacher Placement Request

SUMMARY: Clayton Marchwick has requested to be placed in our elementary for his 60 days of student teaching experience. I am seeking your formal approval for his request.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

Mission

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

Student teaching

1 message

Clayton Marchwick <claytondarryl13@gmail.com>

Fri, Dec 15, 2023 at 4:03 PM

To: simonsenn@culbertson.k12.mt.us

Good afternoon Mrs Simonsen. This is Clayton Marchwick and all I have left for my teaching degree is my student teaching practicum. I have the Montana Praxis tests passed and all of my classes finished, including the Native American class that is required for licensure. I wanted to express interest in placement with Culbertson Schools for student teaching.

-Clayton Marchwick



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

WGU Student Teaching Request - Clayton Marchwick

1 message

Jannet Román <jannet.roman@wgu.edu>

Mon, Dec 18, 2023 at 11:30 AM

To: "simonsenn@culbertson.k12.mt.us" <simonsenn@culbertson.k12.mt.us>



Hello Superintendent Nicole Simonsen,

I hope this email finds you well! I am writing to request that you consider the following teacher candidate for a student teaching placement with your district. WGU is a regionally accredited, non-profit university and is the first competency-based online university to receive both CAEP and AAQEP accreditation for its degree programs that lead to teacher licensure. Additional information about WGU licensure programs is available at WGU Teachers College.

Student Name: Clayton Marchwick

Program Name: Bachelor of Arts, Special Education and Elementary Education (Dual Licensure)

License Name: Elementary K-8 and Special Education PK-12

Placement Requested:

- Grade(s): Kindergarten; 1st; 2nd; 3rd; 4th; 5th; 6th
- Subject(s): Elementary Multiple Core Subject Classroom

Length of Placement: 60 days (excluding holidays)

Estimated Start Date: 1/8/2024 (start date is flexible)

Relationship to District: Employed at: Poplar School, Kindergarten
Special Education
Position: Paraprofessional

Family Members: Poplar Schools, Shirley Marchwick, 1st grade teacher

Additional Information: Clayton completed his preclinical experience at Poplar Elementary School & Poplar Middle School.

WGU values its relationships with our K-12 partners and practices co-selection of host teachers and placements as it enhances the experience for both the district and the teacher candidate. As part of the co-selection process, if you accept this teacher candidate, please nominate a host teacher by completing the **Host Teacher Nomination Form**. The information provided on this form allows us to confirm that the nominated host teacher meets requirements. By accepting a teacher candidate for placement, the district agrees to the terms and conditions contained in the Student Teaching Agreement on file, available on request, or if no existing agreement is on file, one is available here.

The nominated host teacher must meet the following minimum requirements:

- Holds a teaching credential* or license for the subject area and/or grade level being taught (**Host teachers in California must hold at least a Clear Credential to qualify as a host teacher for a teacher candidate. A Preliminary Credential will not meet host teacher qualifications in California, regardless of years of teaching experience.*);
- Has a minimum of three years of teaching experience, five years preferred and has strong evaluations;
- Demonstrated positive impact on student learning in the classroom; and
- Experience successfully and with positive impact mentoring student teachers, colleagues, and/or other adults.

For additional information, please review host teacher qualifications and responsibilities.

WGU provides an honorarium per teacher candidate paid either directly to the host teacher or to the district, online training, and documentation for professional development hours. Host teachers in California, Kentucky, Missouri, and Washington will receive additional communication regarding state-specific training requirements.

During student teaching, Clayton will work with the host teacher to gradually increase instructional responsibilities utilizing co-teaching strategies. Please review this pacing guide for more details.

WGU will assign a clinical supervisor who will observe the student teacher on six separate occasions with the first observation occurring around week three of the student teaching assignment. Additionally, the clinical supervisor and host teacher each complete a midterm and final evaluation. The host teacher will collaborate with the student teacher on lesson planning and will approve all lesson plans. The clinical supervisor will approve lesson plans presented for observations prior to the scheduled observation.

Clayton's background clearance is on file with WGU.

Please let me know if there is any information that I can provide. You can also find additional details in the WGU Teachers College Field Experiences Handbook. I look forward to collaborating with you as we continue to build the relationship between WGU and Culbertson Elementary School and appreciate your consideration of this request.

Happy holidays!

Sincerely,

Jannet Román

Field Experiences Team
Western Governors University
4001 S. 700 E. Suite 700
Salt Lake City, UT 84107
jannet.roman@wgu.edu

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

MEETING DATE: 12-20-2023

AGENDA ITEM #: 28

AGENDA TITLE: Superintendent Evaluation

SUMMARY: I would like to request an Executive Session with the Board to discuss my evaluation, just as Mr. Crowder has previously done.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Colvin					
Walker					
Finnicum					
Becker					
Petersen					

Mission

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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.