

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

NOTICE OF REGULAR SCHOOL BOARD MEETING

Tuesday—June 18, 2024, 6:30 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. May 21, 2024 (Regular Board Meeting)
b. May 31, 2024 (Special Board Meeting)

FINANCE REPORT

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

REPORTS

07. Information, Student Representative Report—None
08. Information, Teacher Report
09. Information, Activities Director Report *None*
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

15. Action, Budget Amendment Proclamation

NEW BUSINESS (Continued)

16. Action, 2024-2025 Certified Contracts
17. Action, Discuss and Possibly Open Part Time Foreign Language
18. Action, Approve 2023 Audit Report
19. Action, Approve Weight Room Supervisors
20. Action, Approve 2024-2025 Spring Coaches
21. Action, Guest Teacher Pay
22. Action, 2024-2025 Professional Growth Allocation
23. Action, Impact Aid Policy Annual Review
24. Action, Roose-Valley Special Education Cooperative Interlocal Agreement
25. Action, Property & Liability Insurance Renewal--MSGIA
26. Action, School Safe Return Plan Semi-Annual Review
27. Action, ARP ESSER Plan Semi-Annual Review
28. Action, Board Policy—1st reading
-5321-P(2), 5321F

PUBLIC COMMENT FOR NON-AGENDA ITEMS

- 29.

REPORTS (Continued)

30. Information, Trustees Reports/Requests

DATE/TIME FOR NEXT MEETING

31. Date: Tuesday, July 16, 2024 Time: 6:30 mtg.
Potential Conflicts:
Suggested Changes:

ADJOURNMENT

32. Time of adjournment: _____

Mission

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

Public Comment

(Agenda Items)

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

Thank you.

SCHOOL BOARD MINUTES
REGULAR MEETING
May 21, 2024
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, May 21, 2024, at 6:30 p.m. Trustees present were: Ian Walker, Vice-Chair, Wendy Becker, Amber Fox, Chris Petersen, and Lisa Stepler. Representatives were Nicole Simonsen, Mike Olson, Janessa Parenteau, and Lora Finnicum. Visitors were recognized.

Wendy Becker made motion to approve the agenda. Chris Petersen seconded motion. Motion carried unanimously. Notice for public comment was given.

School election results were canvassed: For Three-Year Trustee Mark A. Colvin 140, Amber Fox 141, Lisa Stepler 235. Wendy Becker made motion to validate the election results. Chris Petersen seconded motion. Motion carried unanimously. Newly elected trustees Amber Fox and Lisa Stepler were sworn in. Vice Chair calls for reorganization of the Board. Wendy Becker made nomination for Ian Walker as Chair. Chris Petersen seconded nomination. Nomination carried unanimously. Wendy Becker made nomination for Chris Petersen as Vice-Chair. Lisa Stepler seconded nomination. Nomination carried unanimously. Wendy Becker made motion to appoint Lora Finnicum as District Clerk. Chris Petersen seconded motion. Motion carried unanimously.

Chris Petersen made motion to approve the minutes of April 15th (technology committee), April 15th (regular board), April 25th (special board), and May 6, 2024 (special board) meetings. Wendy Becker seconded motion. Motion carried unanimously.

Wendy Becker made motion to pay the May bills, approve investments, note cash and extra-curricular balances. Chris Petersen seconded motion. Motion carried unanimously. Payroll warrants #2607 to #2804 and claims warrants #11911 to #11997 were written.

Reports were presented. Students in partnership with Fish, Wildlife & Parks went to Ike's Pond for fishing. Sophomores participated in the Pre-ACT for practice. Staff expressed their gratitude for the staff appreciation bonus and goodies. Twenty-three students participated in state music festival with 9 superiors and 2 excellent ratings. Fifth grade hosted their annual flea market and will be deciding where to donate their proceeds.

Policy options were reviewed. Wendy Becker made motion to adopt Policy 2162P2, 2132, 3110, 3121, 5325, 8110, 8121, 8132, 8502, 2250F, 3141F, 3416F3, 4330F2 and delete Policy 100FE, 3100, 7008. Chris Petersen seconded motion. Options approve sharing beds and cost sharing. Early literature policy and form are not ready for implementation. Library alternatives not considered. Motion carries unanimously.

Missoula Children's Theatre fundraising activities were explained. Concerns were expressed with the lack of communication regarding play expenses coming from the activity account and a limit on fund balances. Approval of all expenditures are approved by administration under the guidelines of Policy 4210. No action taken.

Wendy Becker made motion to approve the 2025 Missoula Children's Theatre contract with the \$3,000 payment coming from the District's pcard rebate. Lisa Stepler seconded motion.

SCHOOL BOARD MINUTES
REGULAR MEETING
May 21, 2024
Tuesday – 6:30 p.m.

Fundraising or MCT Play Account would be responsible for any housing or additional expenses incurred. Communication and expectations will be developed for class and activity advisors. Motion carried unanimously.

Brian Manning requested to rent the 14-passenger van to travel to a football camp but needs to find a driver. Special board meeting may be scheduled to approve any driver. Item tabled.

Wendy Becker made motion to approve the MHSA Annual Application, Liability Catastrophe Plan, and Concussion Insurance for 2024-2025. Chris Petersen seconded motion. Motion carried unanimously.

Wendy Becker made motion to approve the budget amendment proclamation in the elementary for \$402,000 and the high school for \$148,000. Chris Petersen seconded motion. Motion carried unanimously.

Wendy Becker made motion to approve 2024-2025 membership renewals for Montana School Board Association, Montana Rural Education Association, Indian School Board Caucus, and Montana Quality Education Coalition. Lisa Stepler seconded motion. Motion carried unanimously.

Board established committee assignments: Personnel-all trustees, Petersen©; Finance-all trustees, Becker©; Curriculum-Becker©, Petersen, Stepler; Policy-Walker©, Fox; Professional Development-Becker©, Fox; Facility-Petersen©, Walker; Technology-Walker©, Fox; Vocational-Stepler©, Becker; Public Relations-Walker©, Petersen; Athletics-Walker©, Stepler; Negotiations-all trustees, Petersen©.

Lisa Stepler made motion to hire summer student custodians of Peyton Jahns, Owen Annett, Serenity Wilbanks, Jacklynne McDonald, and Chris Chilson. Amber Fox seconded motion. Motion carried unanimously.

Wendy Becker made motion to approve the resignation of Julie Bailey effective May 15, 2024. Chris Petersen seconded motion. Motion carried unanimously.

Notice for public comment for non-agenda items was given. Suggestion for microphones to hear better in the audience. Next meeting scheduled for June 18th at 6:30 p.m. Chair adjourned meeting at 7:33 p.m.

School Board Chair


Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
May 31, 2024
Friday – 7:00 a.m.

The Board met in special session on Friday, May 31, 2024, at 7:00 a.m. Trustees present were: Ian Walker, Chair, Wendy Becker, Amber Fox, Chris Petersen, and Lisa Steppler (via phone). District representatives were: Nicole Simonsen and Lora Finnicum.

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

Chris Petersen made motion to approve the request for the 14-passenger bus rental for football camp by Coach Brian Manning. Wendy Becker seconded motion. Rental fee is \$.50/mile with all expenses covered by the renter. Motion carried unanimously.

Wendy Becker made motion to approve Mark Colvin as bus driver. Amber Fox seconded motion. Motion carried unanimously.

Public comment for non-agenda items was given. Chair adjourned meeting at 7:03 a.m.

Chairman of the Board



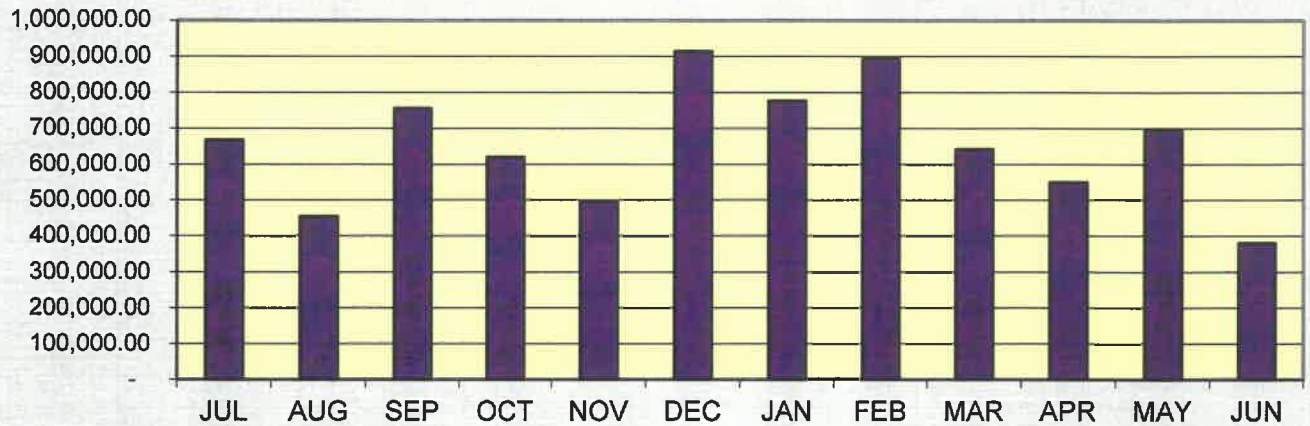
Clerk

CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of MAY 31, 2024

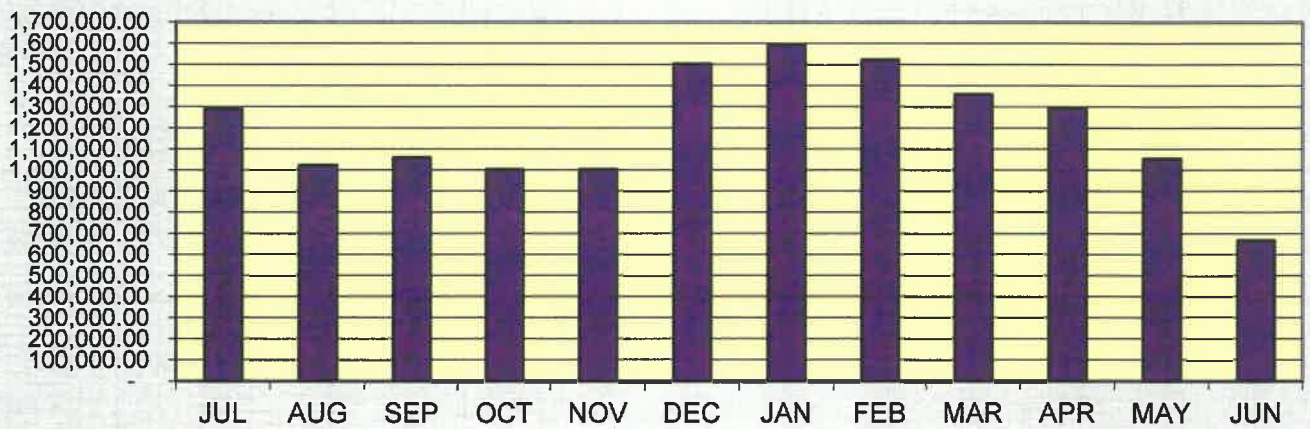
A	B	C	D	E	F	G	H	I
FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	(196,918.27)	473,695.64	-	4,800.00	354,850.05	(82,872.68)	(165,827.45)	82,954.7
TRANSFER	(14,007.27)	93,196.73	91,862.00	67,297.00	66,321.61	37,432.85	37,432.85	-
RETIRE	21,446.25	81,191.21	105,841.00	82,332.00	74,918.23	51,228.23	51,228.23	-
MISC	65,581.38	325.00	-	-	36,311.99	29,594.39	24,888.63	4,705.7
Misc	63,147.34		-		13,232.89	49,914.45		
Title	(12,496.23)				17,347.67	(29,843.90)		
ESSER II	-					-		
ESSER III	-					-		
Ind Ed	26.94					26.94		
JMG	2,422.18				1,211.60	1,210.58		
SRS	0.80				1,265.80	(1,265.00)		
JOM	12,480.35	325.00			3,254.03	9,551.32		
AD ED	(154.78)	2,265.64	8,800.00	8,618.00	2,953.26	(660.40)	1,702.86	(2,363.2
COMPA	19.81	18.76	4,198.00	4,216.00	2,794.17	(2,773.60)	(2,773.60)	-
IMPACT	66,024.73	3,344.57	9,300.00	75,324.00	77,977.04	(74,631.74)	(34,433.74)	(40,198.0
TECH	0.76	0.05	11.00	11.00		0.81	0.81	(0.0
FLEX	1.05	477.83	106,898.00	106,898.00		478.88	478.88	0.0
PR	6,046.62	981,159.29	-		801,614.41	185,591.50	185,591.50	-
CL	8,488.78	236,603.64	-		176,914.25	68,178.17	68,178.17	-
ELEM	(43,470.94)	1,872,278.36	326,910.00	349,496.00	1,594,655.01	211,566.41	166,467.14	45,099.2
GENERAL	(17,809.23)	313,521.58	-	10,680.00	271,321.03	13,711.32	(25,569.71)	39,281.0
TRANSFER	(10,195.20)	78,269.24	38,414.00	20,278.00	42,225.13	43,984.91	43,984.91	-
LUNCH	1,031.20	13,518.13	17,233.00	18,264.00	44,696.70	(31,178.37)	(725.48)	(30,452.8
RETIRE	9,258.75	37,619.18	106,489.00	93,710.00	48,500.96	11,155.97	13,101.23	(1,945.2
MISC	13,243.12	95.00	-	-	8,154.97	5,183.15	6,928.15	(1,745.0
Misc	10,301.00		-			10,301.00		
ESSER	-					-		
AG	-	51.00			51.00	-		
BUS	1,650.00	44.00			1,694.00	-		
JMG	1,295.12				1,295.12	-		
Perkins	(3.00)				5,114.85	(5,117.85)		
AD ED	(158.45)	2,566.22	7,471.00	7,281.00	1,643.26	954.51	1,917.77	(963.2
DR ED	(50.03)	2,719.21	4,297.00	4,246.00		2,720.18	2,720.18	-
COMPA	(1.19)	7.04	1,574.00	1,571.00	1,485.39	(1,476.54)	(2,681.54)	1,205.0
IMPAC	49,971.89	844.88	41,361.00	91,332.00	77,301.62	(76,455.85)	(25,976.96)	(50,478.8
TECH	0.70	0.05	12.00	12.00		0.75	0.75	(0.0
FLEX	0.03	0.01	3.00	3.00		0.04	0.04	(0.0
ENDOW	230,662.35	28.17	6,302.00	102,121.00	5,000.00	129,871.52	129,871.52	-
HS	275,953.94	449,188.71	223,156.00	349,498.00	500,329.06	98,471.59	143,570.86	(45,099.2
TOTAL	232,483.00	2,321,467.07	550,066.00	698,994.00	2,094,984.07	310,038.00	310,038.00	0.0

		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2022-10-21	101 General	116,622.00	147,007.00	119,072.00	-	-	10,456.00	18,027.00	-	-	-	4,800.00	122,944.00
	110 Transport	52,089.00	90,486.00	119,075.00	117,350.00	90,669.00	133,725.00	153,959.00	129,045.00	105,732.00	91,862.00	67,297.00	43,497.00
	114 Retirement	-	54,866.00	54,694.00	77,558.00	71,693.00	91,624.00	104,884.00	138,827.00	117,850.00	105,841.00	82,332.00	7,332.00
	117 Adult Ed	13,194.00	11,439.00	11,734.00	10,655.00	10,160.00	10,177.00	10,565.00	9,099.00	9,111.00	8,800.00	8,618.00	7,618.00
	121 Comp Abs	-	4,285.00	4,451.00	4,474.00	4,474.00	4,489.00	4,165.00	4,162.00	4,181.00	4,198.00	4,216.00	156.00
	126 Impact Aid	86,264.00	-	15,062.00	11,541.00	65,317.00	64,207.00	61,028.00	57,731.00	12,580.00	9,300.00	75,324.00	3,324.00
	128 Technology	11.00	9.00	807.00	301.00	301.00	304.00	306.00	179.00	12.00	11.00	11.00	11.00
	129 Flex	-	-	-	-	-	19,016.00	19,016.00	19,097.00	183.00	106,898.00	106,898.00	-
	201 General	71,010.00	16,912.00	11,762.00	-	-	45,125.00	94,628.00	86,144.00	31,484.00	-	10,680.00	-
	210 Transport	18,916.00	22,414.00	41,014.00	39,077.00	19,550.00	74,797.00	67,261.00	65,865.00	48,543.00	38,414.00	20,278.00	17,978.00
	212 Hot Lunch	3,083.00	4,299.00	5,207.00	-	-	180.00	1,538.00	23,536.00	16,871.00	17,233.00	18,264.00	-
	214 Retirement	39,445.00	84,647.00	84,815.00	115,152.00	-	100,765.00	104,239.00	119,355.00	102,731.00	106,489.00	93,710.00	44,710.00
	217 Adult Ed	13,500.00	11,425.00	11,750.00	10,672.00	9,476.00	10,077.00	9,909.00	8,478.00	7,783.00	7,471.00	7,281.00	7,656.00
	218 Drivers Ed	4,569.00	4,044.00	7,229.00	7,251.00	7,251.00	7,275.00	6,425.00	4,438.00	4,370.00	4,297.00	4,246.00	6,946.00
	221 Comp Abs	153.00	2,537.00	2,586.00	2,600.00	2,600.00	2,609.00	2,268.00	2,256.00	1,565.00	1,574.00	1,571.00	71.00
	226 Impact Aid	107,848.00	-	16,895.00	13,511.00	32,727.00	46,995.00	24,605.00	40,591.00	44,940.00	41,361.00	91,332.00	21,332.00
	228 Technology	12.00	10.00	925.00	602.00	510.00	321.00	418.00	179.00	11.00	12.00	12.00	12.00
	229 Flex	2.00	2.00	2.00	2.00	2.00	2.00	2.00	3.00	3.00	3.00	3.00	3.00
	281 Endow	142,211.00	-	249,360.00	209,517.00	182,289.00	292,067.00	94,123.00	185,716.00	134,842.00	6,302.00	102,121.00	97,121.00
	TOTAL	668,929.00	454,382.00	756,440.00	620,263.00	497,019.00	914,211.00	777,366.00	894,701.00	642,792.00	550,066.00	698,994.00	380,711.00
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2022-10-21	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
2022-10-21	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

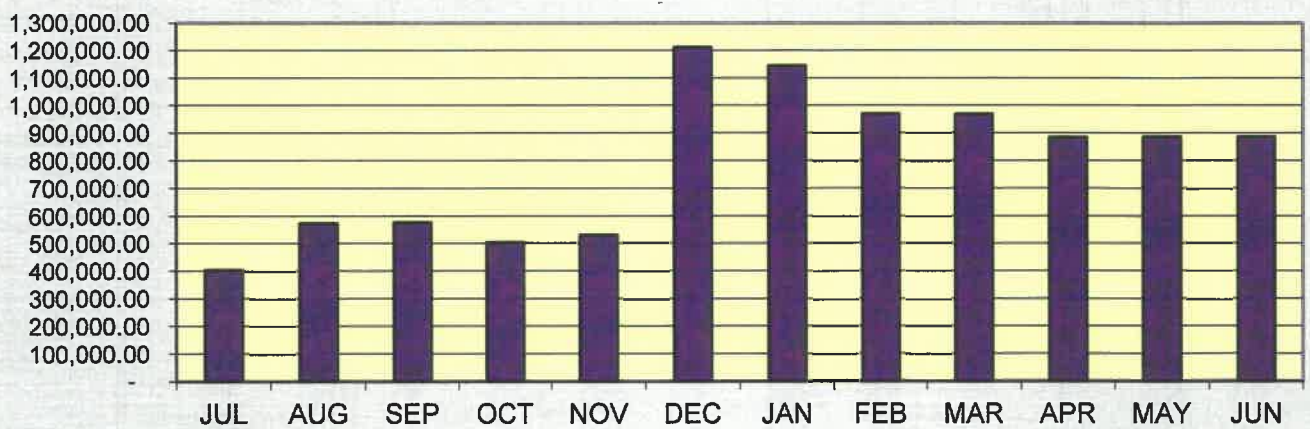
2023-24 INVESTMENTS



2022-23 INVESTMENTS



2021-22 INVESTMENTS



Culbertson Public School

Totals Report for May 2024 through May 2024
2023-2024

06/10/2024
11:20:56 AM

Checking
Savings
Investments

Account	Beginning +	Receipts -	Expenditures +	Transfers =	Ending
1 - ANNUAL	1,397.51	50.00	0.00	0.00	1,447.51
2 - ATHLETICS	5,400.19	447.72	3,630.07	0.00	2,217.84
3 - Used for Future Graduated Senior Class	0.00	0.00	0.00	0.00	0.00
4 - SENIOR CLASS 2024	1,257.28	0.00	1,099.65	0.00	157.63
5 - JUNIOR CLASS 2025	4,099.87	384.17	3,211.09	0.00	1,272.95
6 - SOPHOMORE CLASS 2026	1,408.82	0.00	0.00	0.00	1,408.82
7 - 8TH GRADE	0.00	1,960.00	442.41	0.00	1,517.59
8 - CHEERLEADER	0.00	0.00	0.00	0.00	0.00
9 - FFA	2,640.50	0.00	992.12	0.00	1,648.38
10 - BAND/CHOIR	9,748.88	1,327.60	407.66	0.00	10,668.82
11 - STUDENT COUNCIL	6,990.22	0.00	0.00	0.00	6,990.22
12 - SPEECH AND DRAMA	1,467.03	0.00	0.00	0.00	1,467.03
13 - VO-AG REVOLVING	1,895.49	0.00	0.00	0.00	1,895.49
14 - FRESHMAN CLASS 2027	675.14	0.00	0.00	0.00	675.14
15 - PLAY	5,477.35	0.00	0.00	0.00	5,477.35
16 - JMG	2,257.73	0.00	109.57	0.00	2,148.16
17 - BPA	2,325.19	2,899.67	181.16	0.00	5,043.70
18 - EXPLORE AMERICA	20,766.50	7,898.80	3,434.47	0.00	25,230.83
19 - MUSIC PARENTS	1,818.15	4,275.00	172.80	0.00	5,920.35
20 - ART	2,119.68	0.00	0.00	0.00	2,119.68
21 - LIBRARY	1,760.61	0.00	465.56	0.00	1,295.05
22 - SPANISH CLUB	0.00	0.00	0.00	0.00	0.00
24 - SCIENCE OLYMPIAD	5,420.56	0.00	0.00	0.00	5,420.56
	78,926.70 +	19,242.96 -	14,146.56 +	0.00 =	84,023.10





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

Board report

1 message

Janessa Parenteau <parenteauj@culbertson.k12.mt.us>

Wed, Jun 12, 2024 at 8:02 AM

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

1. Hosted reading curriculum training for K-5
2. Onboarding information for MAPS

PRIVILEGED AND CONFIDENTIAL INFORMATION:

The information contained in this electronic transmission, and any documents attached hereto, may contain information that is legally privileged and confidential. The information is intended only for the use of the recipient(s) named above. If you have received this electronic message in error, please notify the sender and delete the electronic message. Any disclosure, copying, distribution or the taking of any action in reliance on the contents of the information received in error is strictly prohibited.

Culbertson School Board Meeting

Superintendent's Report

June 18, 2024

Staff shoutout this month goes to Andy Ellerkamp! Andy is coming up on a year of employment with us and he is an incredible team member! He does a great job prioritizing and accomplishing a huge variety of tasks each week. I am grateful for his hard work and to have him on our team!

A. Events that I plan to attend for June & July:

June 18	Culbertson Board of Trustees regular June meeting
June 9/10	Infinite Campus Food Service Training (virtual)
July 16	Culbertson Board of Trustees regular July meeting
July 21-24	School Administrators of Montana Summer Institute @ Helena

B. Other updates and items for your review:

1. Roof—Friday, May 31st Thiel Brothers roofing was here to install the necessary drains on the roof. Monday, June 3rd in the late evening hours Dexter worked with the consultant from Bradford Roofing in Billings to do a moisture detection. They marked the few spots where the machine detected moisture and Dexter will do samples in those few areas to see if the insulation is actually wet in those areas. Monday, June 10th we will get the first semi-load of materials dropped off and should start to see some action on our roof. They will begin over the cafeteria and band room. It is a relief to have a great contractor on this job so we know it will be done right.
2. Sinking Sped. Corner—Kyle Huss from Dynamic Analysis in Billings was onsite Tuesday, May 28th. He is a structural engineer that was onsite to draw a plan for the helical pier installation. He has the blue prints, results from the soil boring, and the information he gathered from his onsite visit to create the best plan to raise the 4-inch settlement. His plan already came back and has been passed onto our contractor Branden with Beartooth Construction out of Billings.
3. Concrete in SW corner—Bainville Concrete still believes they can get this job done in June. I will continue to ask for updates.
4. 2024-2025 Class Schedule—We have reached our final destination! Our class schedule is complete for next school year and we are thrilled at the increase in elective offerings for 9-12 and consistency for specials in K-8. Next, Courtney will begin to build the courses in Infinite Campus. Then, we start placing kids. Finally, we will hold a registration day or two so that students can make adjustments if needed.
5. Foreign Language—Stefanie Newbill is interested in teaching German as a foreign language class. We could utilize an emergency license for her and start with a prorated contract for 2 periods a day to see if we have enough student interest. Our first step in this is to officially open a part time foreign language position. I have placed this on the agenda

for this month because this is step 1 regardless if we hire or decide not to hire this position.

6. Carl Perkins Grant—The Carl Perkins grant for next year will be \$5,085. We use this money to support our CTE pathways: Ag Mechanics and Construction and Business Management. Last year we purchased a large blotter banner printer with the money. This year we will most likely use the money in the Ag department for a piece of equipment.
7. Shop Clean Up—The FFA Alumni held 2 clean up nights in the ag shop & classroom on may 29th and 30th. The first night 4 of the FFA officer team members showed up to help as well. It was very productive and we are grateful for their help!
8. School Cleaning—Under the direction of Kaylynn and Mrs. Morris, things are already in full-swing for school cleaning projects: painting, stripping/waxing floors, cleaning classrooms, new floor in the guidance office etc.! I am grateful for their leadership of our summer crew!
9. MT Teacher Residency Program—OPI will be running its 3rd year of the teacher residency program. This is a paid student teaching experience for education students in our Montana University System that goes for an entire year. It requires the teacher residents be placed in a classroom with one of our teachers on staff for an entire year and that the district will support the teacher resident through offering a housing stipend. The hope for any district would be that you host a teacher resident, they fall in love with your district/team/community and then get hired for the next school year to officially be part of your team. There are still about 25 residents to be placed across Montana. I have notified OPI that we are interested, so if we have a resident that wishes to be placed in our district, I will need to add that to our July board agenda. I did not have any luck getting a resident when I was in Lambert where we had very nice housing options. If we get a resident teacher to choose us, I think it will be a fantastic experience!
10. Here are a few items that will be part of the next regular Board meeting agenda:
 - Openings for 2024-2025
 - Possible Part-time Foreign Language for 2024-2025
 - Policy & Handbook Suggested Edits

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 simonsenn@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.

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 15

AGENDA TITLE: Budget Amendment Resolution

SUMMARY: This is step 2 and the final step to include additional oil and gas tax revenue in our budget that was unanticipated. This money will be placed in the elementary and high school budgets. The amount to be added in the elementary budget is \$533,536.84 and the amount to be added in the high school budget is \$148,000.00.

We need a motion to approve this resolution.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

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.

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

At a regular meeting of the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, held June 18, 2024, at 6:30 p.m. in the Lunch Room, the following resolution was introduced:

WHEREAS, the Trustees of Culbertson School District No 17, Roosevelt County, Montana, have made a determination that as a result of an unforeseen need of the district that cannot be postponed without affecting the safety of students and employees or the educational functions of the district, the district's budget for the general fund does not provide sufficient financing to properly maintain and support the district for the entire current school year; and

WHEREAS, the Trustees have determined that an amendment to the elementary general fund in the amount of \$402,000.00, the elementary flex fund in the amount of \$131,536.84, and the high school general fund in the amount of \$148,000.00 is necessary under the provision of Section 20-9-161(6), MCA; for the purpose of building improvements and

WHEREAS, the anticipated source of financing the budget amendment expenditures shall be the oil and gas revenues;

THEREFORE BE IT RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, proclaims a need for a combined amendment to the elementary school budgets for fiscal year 2023-2024 in the amount of \$533,536.84 and the high school budgets for fiscal year 2023-2024 in the amount of \$148,000.00 under Section 20-9-161(6), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, will meet at 6:30 p.m. in the Lunch Room on June 18, 2024, for the purpose of considering and adopting the budget amendment.

Chairperson
Board of Trustees

District Clerk
Board of Trustees

DATE BUDGET AMENDMENT WAS ADOPTED: _____, 20__

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 16

AGENDA TITLE: Certified Contracts for 2024-2025

SUMMARY: I am recommending the following certified contracts be offered:

Full-time Family Consumer Science (FCS): Shelby Manning
Elementary: Kelly Evenson

Shelby is currently enrolled with MSU Bozeman for the necessary courses to get properly licensed in FCS. Her plan of study has her completing necessary work in 2-2.5 years, which will work with the 3 years OPI gives for certification completion. She has already begun her coursework.

We will continue to search for 1 more high-quality, certified elementary teacher for the 2024-2205 school year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 17

AGENDA TITLE: Discuss and Possibly Open Part Time Foreign Language

SUMMARY: As noted in my superintendent report, Stefanie Newbill is interested in pursuing the education needed through MSU Bozeman or U of M to get the necessary courses in order to be a certified foreign language teacher in German. I would like to take the first step in this process and open/advertise for a part-time foreign language teacher. This is necessary prior to granting emergency authorization to a non-certified applicant. What we have in mind would be 2 periods of German 1 being offered as an elective during 6th and 7th period for HS students. Also, once we open the position there is still no obligation to hire if we choose not to in July.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 18

AGENDA TITLE: Approve 2023 Audit Report

SUMMARY: There were no findings in the 2023 Audit Report. We need a motion to approve the 2023 Audit Report.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 19

AGENDA TITLE: Approve Weight Room Supervisors

SUMMARY: I recommend approval for the following weight room supervisors for 2024-2025 fiscal year:

-Shelby Manning
-Brian Manning
-Tiffany Nielsen
-Brad Nielsen

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 20

AGENDA TITLE: Approve 2024-2025 Spring Coaches

SUMMARY: Seeking approval for the following spring coaches being recommended by AD and administration:

HS Golf: Jimie Lou Morris (head) & Eddie Morris (assistant)
HS Track: Dave Solem (head), Mike Olson (assistant), Logan Nickoloff (assistant)
JH/Elem. Track: Terri Sansaver (head), Steve Baldwin (assistant), Matthew Ellerton (assistant), Abbey Granbois (assistant)

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 21

AGENDA TITLE: Guest Teacher Pay

SUMMARY: Guest teacher pay has not been increased since 2019. Currently guest teachers make \$100 a day if they are certified and \$85 if they are non-certified. We are recommending an increase to \$125 for certified guest teachers and \$100 for non-certified guest teachers.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 22

AGENDA TITLE: 2024-2025 Professional Growth Allocation

SUMMARY: On an annual basis the Board has approved a Professional Growth Allocation to encourage teachers to pursue additional professional development. Traditionally the allocation is \$5,000 and I recommend the same for the 2024-2025 year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 23

AGENDA TITLE: Impact Aid Policy Review

SUMMARY: Each year the Federal Government requires the Board to review the Impact Aid Board Policies for possible revisions. The policies are attached for your review, but there are no recommendations to revise anything at this time (from MTSBA our policy manager or myself). No action is required, but if you wish to make changes you have the ability to do so.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

Mission

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Policy 7231: Federal Impact Funds

Status: ADOPTED

Original Adopted Date: 03/20/1984 | **Last Reviewed Date:** 06/30/2023

Federal Impact Funds

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

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

1. Provide tribal officials and parents of Indian children with relevant applications, evaluations, program plans and information related to the District's education program and activities sufficient advance notice for an opportunity to comment on the participation of Indian children on an equal basis in all programs and activities offered by the District;
2. Annually assess the extent to which Indian students are participating on an equal basis in the educational programs and activities of the District;
3. If and when necessary, modify its educational programs to ensure that Indian children participate on an equal basis with non-Indian children served by the District;
4. Respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPP's.
5. Tribes and parents of Indian children claimed shall be:
 - a. afforded an opportunity to present their views with respect to the application, including the opportunity to make recommendations concerning the needs of their children and the ways by which they can assist their children in realizing the benefits to be derived from the educational programs assisted under this paragraph;
 - b. actively consulted and involved in the planning and development of programs assisted under this paragraph; and
 - c. afforded a general opportunity to present their overall views on the educational program, including the operation of such programs, and the degree of parental participation involved.
6. Provide a copy of the IPP's annually to the affected tribe or tribes.

Assessments

Tribal officials and parents of Indian children are encouraged to assess the effectiveness of their input regarding the participation of Indian children in the District's educational programs and activities and the development and implementation of the District's Indian policies and procedures and share the results of such assessment with the District.

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

ATTESTATIONS

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

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

Indian Policies and Procedures

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

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

Procedure 1: The Culbertson School District will disseminate information and seek timely input regarding the following education programs (including, but not limited to): Title I, Part A, Title I, Part C, Title I, Part D, Title II, Part A, Title III, Part A, Title IV, Part A, Title IV, Part B,

Title V, Part B subpart 2, Title VI, Part A, subpart 1, Title VII-Impact Aid programs, Johnson O'Malley programming.

The completed applications, evaluations, and program planning will be made available to parents/guardians of Indian children, Tribal officials, and the Indian Education Committee and a summary will be prepared and disseminated two weeks in advance of public school board meetings held prior to the submission of these federal program grants to afford all interested parties the opportunity to review the documents with sufficient time to provide 1-04-115. **Indian Education Equal Participation.** (page 2)

thoughtful input at the public meetings. These school board meetings will be publically advertised via the Culbertson School District website and emails to allow all interested parties to attend. In addition, representatives from the District will schedule meetings with the Indian Education Committee to seek input.

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

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

Policy 2: The Culbertson School District will provide an opportunity for the Fort Peck Tribe and parents /guardians of Indian children to provide their views on the District's educational program and activities, including recommendations on the needs of their children and on how the District may help those children realize the benefits of the educational programs and activities. [34CFR222.94(a)(2)]

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

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

At each of the Culbertson School Board meetings, a section of time is set aside for communications from the public. This is a time to offer comments and suggestions regarding programming for Indian students. In addition, two school board meetings are scheduled in June and July which are specifically devoted to addressing questions regarding federal programs. Based upon suggestions, preferred methods of communication as well as maximized participation from tribal officials as well as parents/guardians of Indian children will be seriously considered.

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

1-04-115. Indian Education Equal Participation. (page 3)

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

Policy 3: The Culbertson School District will annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities. [34CFR222.94(a)(3)]

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

- A. The Culbertson School District will monitor Indian student participation in all academic and co-curricular activities.
- B. School district administration will review school data to assess the extent on Indian children's participation in the District's educational programs on an equal basis.
- C. The Culbertson School District will share its assessments of district funding, Indian participation, related academic achievements, and other related data will be shared with the parents/guardians of Indian children and tribal officials by email.
- D. Parents/guardians of Indian children, tribal officials, and other interested parties may express their views on participation through direct communications with the school district, at any school board meeting, or to the Indian Education Committee (Parent Advisory Committee).
- E. Copies of the annual reports will be provided to tribal officials.

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

Procedure 4: During the organization meeting of the Indian Education Committee (Parent Advisory Committee), the Indian Policies and Procedures will be reviewed and revised if necessary. Once this has happened, the document will be forwarded to the Culbertson School

Board as well as the tribal officials and the parents/guardians of Indian children for review and consideration. If necessary, the Indian Education Committee may suggest revisions at other times of the year as appropriate. Any updates will be sent to parents/guardians of Indian children and tribal officials within two weeks of adoption by the Culbertson School Board.

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

1-04-115. Indian Education Equal Participation. (page 4)

Procedure 5: The Culbertson School District will at least annually respond in writing to comments and recommendations made by the Indian Education Committee (Parent Advisory Committee), tribal officials, or parents/guardians of Indian children, and disseminate the responses to all parties by email prior to the submission of the IPPs by the District.

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

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

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 24

AGENDA TITLE: Roose-Valley Special Education Cooperative Interlocal Agreement

SUMMARY: The Interlocal Agreement allows our district to belong to the Roos-Valley Special Education Cooperative to receive speech pathology and school psychology services. This agreement is subject to renewal annually. Last year's agreement is attached (nothing has changed) for your review. I recommend the renewal of this agreement.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

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.

ROOSE-VALLEY SPECIAL SERVICES COOPERATIVE

INTERLOCAL AGREEMENT FOR THE ESTABLISHMENT OF A SPECIAL EDUCATION COOPERATIVE

THIS AGREEMENT, Made and entered into this ~~third~~ *seventh* day of ~~May~~ *June*, ~~2022~~ *2023* between and among the following School Districts: Bainville School District #64; Brockton School District #55; Culbertson School District #17, hereinafter referred to as the "Fiscal Host School," Frazer School District #2; Froid School District #65; Frontier School District #3; Lustre School District #23; *Nashua School District #13*; and Opheim School District #9.

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

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

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

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

COOPERATIVE'S POWERS, DUTIES, AND RESPONSIBILITIES

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

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

COOPERATIVE ORGANIZATION

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

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

FINANCIAL ADMINISTRATION

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

TERMINATION OF MEMBERSHIP IN COOPERATIVE

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

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

ADDITION OF A DISTRICT TO COOPERATIVE

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

APPLICATION TO JOIN COOPERATIVE SHALL CONTAIN:

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

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

TERMINATION OF COOPERATIVE

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

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

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

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

REVIEW BY THE ATTORNEY GENERAL

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

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 25

AGENDA TITLE: Property & Liability Insurance Renewal--MSGIA

SUMMARY: I recommend the renewal of our Property and Liability Insurance with MSGIA, our current provider. They were fabulous helping us through our roof claim and we are seeing a very minimal increase considering how large our roof claim was in the 2023-2024 year. It is attached for your review.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

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.



FY25

July 1, 2024 to June 30, 2025

Member PC Renewal



PO Box 7029 | Helena, Montana 59604 | Tel 877-667-7392 | Fax 406-457-4505 | www.msgia.org

5/31/2024

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

RE: MSGIA Self-Insured Property and Liability Renewal

Dear Lora and School Board Members,

I am pleased to present for you the MSGIA self-insured Property and Liability renewal effective July 1, 2024. Thank you for your continued support of MSGIA's School Leaders Property and Liability Program. You are part of a growing movement of 222 elementary and high school district members with more interested school districts joining each year. The overall MSGIA membership expands beyond 406 elementary and high school districts.

MSGIA has been assisting school districts with self-insured coverage solutions since 1989, 35 years! The 2024-2025 school year marks the beginning of its 17th year for the property and liability program. This program is continually evolving, offering new enhancements in coverage and risk management tools for our members.

Our pool has partnered with strong reinsurance carriers that support our program with excellent AM Best ratings.

The program is endorsed by the Montana School Boards Association and supported by thousands of committed school district employees and school board members.

Our coverage package includes critical elements for all school districts in Montana such as, deadly weapons event coverage, cyber liability, and replacement cost coverage for certain classes of buses and other autos. We are pleased to partner with our members to address these risks and provide coverage that helps our members respond if an event occurs.

Culbertson School District #17 is an important member of the MSGIA self-insured property and liability program. You have a voice in the coverage design, board management, and service offerings, because your voice matters. MSGIA strives to provide members with broad coverage, high service levels, and stable premiums, all at a competitive price.

If you are interested in reviewing your coverage deductible structure, please contact Matt Komac in our office. He can assist you with reviewing different deductible levels and the associated premium to see what makes the most sense for your district.

Beginning its 35th year of providing self-insurance solutions for its members, MSGIA is poised to continue to insure a bright future for Montana Public School Districts!



PO Box 7029 | Helena, Montana 59604 | Tel 877-667-7392 | Fax 406-457-4505 | www.msgia.org

I'm pleased to present your renewal premium for the 2024-2025 school year as follows

Total Premium	\$ 96,730
Multi-Line Discount	<u><\$ 4,836></u> (members in worker's compensation and property & liability)
Discounted Premium	\$ 91,893

Your allocated premium for transportation is 3.9%.

Please send renewal checks to the address listed on the enclosed invoice.

Thank you for your continued support!

Be Well and Be Safe!

A handwritten signature in black ink that reads "Shawn F. Bubbs". The signature is stylized, with the first letters of the first and last names being prominent.

Shawn F. Bubbs, CPCU, CIC, CPA
Director of Insurance Services



PO Box 7029 | Helena, Montana 59604 | Tel 877-667-7392 | Fax 406-457-4505 | www.msgia.org

To:

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

PC Policy # PC-25-34188-1

**PROPERTY & LIABILITY INSURANCE
INVOICE**

Date	DESCRIPTION	TOTAL
7/1/2024	Property & Liability Insurance for period 7/1/2024 to 6/30/2025 Total Premium FY25 Multi-Line Discount Discounted Premium for FY25	\$96,730 <\$4,836> \$91,893
TOTAL DUE		\$91,893

Remit Total Due by July 20, 2024

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

Make all checks payable to

MSGIA

PO Box 7029

Helena MT 59604

If you have any questions concerning this invoice, contact Jan Denke, 406.457.4500, jdenke@mtsba.org

Thank You

ACCOUNT SUMMARY

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

222	Members in the Fund
1993	MSGIA Member Since
\$29,969,224	Total Insured Value (TIV)

Fiscal Year	Gross Premium	Multi-Line Discount	Net Premium
2024-2025	\$96,730	<u>(\$4,836)</u>	\$91,893

- FY25 Transportation Premium Allocation 3.9%

RENEWAL NOTICE SUMMARY

Culbertson School District #17

COVERAGE YEAR: JULY 1, 2024 – JUNE 30, 2025 MEMBER#: 034188

Coverage	2024-2025
Property/Boiler & Machinery	included
General Liability	included
School Board Legal Liability	included
Employment Practices Liability	included
Auto Coverage	included
Crime/Fidelity	included
Cyber	included
Deadly Weapons Event Coverage	included
School Board Trustee Travel AD & D	included
Net Premium	\$91,893

Exposure	2024-2025
Building Values	\$24,765,856
Content Values	\$4,467,285
Outdoor Property Value	\$415,000
Bus Values	\$211,000
Vehicle Values	\$31,800
Mobile Equipment Values	\$78,283
# of Vehicles	4
# of Students	272
# of Employees	48



LOSS EXPERIENCE

Culbertson School District #17

PROPERTY AND LIABILITY CLAIM SUMMARY

Fiscal Year	Frequency	Total Paid	Total Incurred
2020	1	\$3,550	\$3,550
2021	1	\$2,886	\$2,886
2022	2	\$6,804	\$6,804
2024	1	\$652,565	\$1,402,000

LOSS RATIO TRENDING

Fiscal Year	Loss Ratio
2020	8.5%
2021	6.5%
2022	12.6%
2024	1,872.3%



LOSSES BY COVERAGE TYPE

Culbertson School District #17

Location Name	Claim Count	Open	Closed	Total Incurred	Open Incurred	Closed Incurred
2024						
Property	1	1	0	1,402,000	1,402,000	0
2024 Total:	1	1	0	1,402,000	1,402,000	0
2023						
2023 Total:	0					
2022						
Auto	2	0	2	6,804	0	6,804
2022 Total:	2	0	2	6,804	0	6,804
2021						
General Liability	1	0	1	2,886	0	2,886
2021 Total:	1	0	1	2,886	0	2,886
Grand Total:	4	1	3	1,411,689	1,402,000	9,689

WHAT SETS US APART FROM THE REST?

Since 2009, the MSGIA property and liability pool has provided financial stability, superior member services, and the most comprehensive property and liability coverage for Montana's public schools. We protect our members from the unpredictable complications and the unknown obstacles that arise in the public school landscape.

Unlike a commercial carrier or a traditional company, our members have a voice in the strategic direction of the Pool since it operates as a member owned and governed organization.

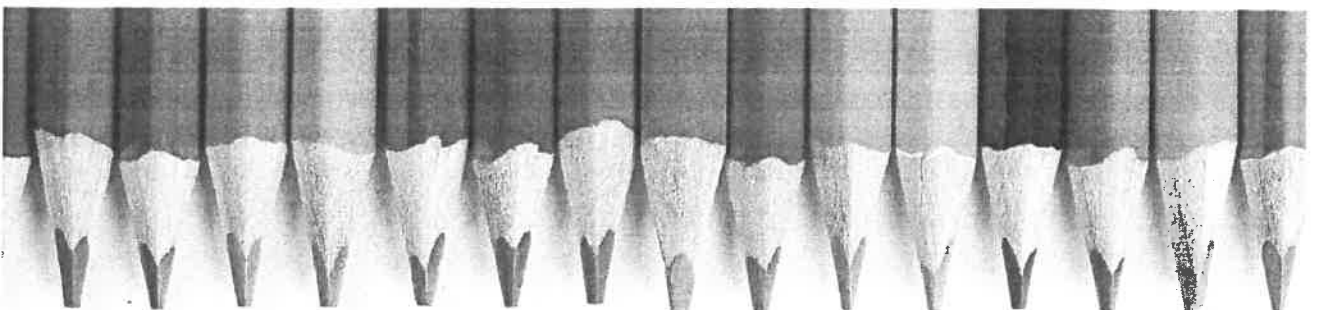
WHY MSGIA?

The MSGIA's purpose is to provide our members with risk management tools and coverage options to help ensure their school operations run smoothly. It works in partnership with its member districts to provide coverage tailored specifically to meet the needs and support the safety of Montana's public schools.

Valuable Services we offer in addition to our core coverages:

- Options for complete SafeSchools course content library for all school operational areas
- School Bus Driver training courses including CDL training and MAP-21 courses
- iPad based building hazard assessments
- Building property appraisals on a five year cycle – at no additional cost to the member
- Playground safety inspections from on-staff Certified Playground Safety Inspectors
- In-district school board legal training with no additional costs for our members
- In-district coaches and sponsor's training with no additional costs for our members
- Member dashboard performance tracking tools
- Mobile app for easy auto claim reporting
- Property protection temperature and H₂O sensors to prevent disruptive and expensive property claims – In pilot program status now!

Our comprehensive programs provide peace-of-mind to members and seamless continuation of your district's daily functions to help you focus on what really matters – your students' education success!



CYBER COVERAGE HIGHLIGHTS

The MSGIA has limits up to **\$2,000,000** per member and provides 24/7 access to a dedicated breach response team.

Your cyber coverage package includes the following items listed below:

Network Security Assessment Services:

The MSGIA worked with the Center for Internet Security in Washington DC to develop a network self-assessment tool aimed at dramatically lowering districts risk factors related to the most common cyber security exposures.

Cyber Event Incident Response Plan:

Cyber experts know a timely response is critical in limiting the negative impacts of a cyber event on a school district. The MSGIA, in consultation with Beazley Cyber Insurance experts has built a comprehensive cyber event response plan to bring your school district quickly back on-line after an event.

KnowBe4

KnowBe4 is the world's largest security awareness training and simulated phishing platform, proven effective in helping organizations manage the ongoing problem of social engineering and reducing vulnerabilities to ransomware, malware, and other data breaches. KnowBe4 is successful because their training content is short and memorable, and their random simulated phishing tests build the muscle memory needed to enable employees to spot sophisticated threats while busy and distracted. MSGIA members will receive a 25% discount on KnowBe4's school security awareness training platform, and 15% off any of their other platforms and products via a standing offer through Beazley. This offer is valid for new KnowBe4 customers only, but existing customers are eligible for a 15% discount at the time of renewal. If you are interested in this offer, please contact James Hood at jamesh@knowbe4.com and make sure to let him know you are a member of MSGIA's property and liability pool and that you have cyber coverage through Beazley.

PRIVACY NOTIFICATION COSTS

Includes the resources to respond to a breach of personal information.

CYBER EXTORTION/RANSOMWARE

Assists with responses to an extortion threat.

DATA COMPROMISE LIABILITY

Provides coverage in the event of a lawsuit related to a breach of personal information.

Refer to policy language for a complete list of coverages, limits and sub-limits

DATA PROTECTION AND RECOVERY

Responds to a computer attack that damages data and systems.

**FRAUDULENT TRANSACTION/
SOCIAL ENGINEERING**

Coverage for an insured having transferred, paid, or delivered any money or securities as a result of a fraudulent instruction provided by a person purporting to be a vendor, client or authorized employee.

SCHOOL DEADLY WEAPONS EVENT COVERAGE

MSGIA and Secure Educational Consultants (SEC) partnership offers "presidential-level protection" for members.

As school shootings and violence continue to dominate headlines and new stories, school safety continues to be on the mind for all administrators. Since 2019, the MSGIA has provided this nationally recognized expert in school violence prevention, planning, and training – to enhance and expand our School Deadly Weapons Events coverage.

Although most schools have safety and security policies and procedure in place, the vast majority are under-prepared for a real emergency. Led by a team of former Secret Service agents and law enforcement leaders with decades of experience, SEC develops comprehensive, prevention-focused safety and security programs for schools.

MSGIA members enjoy access to SEC's pre-crisis security training and industry leading post-crisis response services and receive competitive rates on other service offerings they provide. Services include:

- Educational webinars throughout the year regarding school district safety and security
- Crisis management leadership support
- Crisis communication support, message development and media training
- Coordination with MSGIA legal counsel and claims team
- Event and post-incident management, as needed (press conference, security, re-openings, memorials, etc.)

To learn more about your district's access to SEC services, contact your MSGIA team today.

MSGIA PC Pool Member Deadly Weapons Events Coverage

Coverage Trigger: An event involving the Named Insured where a weapon has been used or brandished at location of the Named Insured.

PER CLAIM COVERAGE LIMIT: \$1,500,000

SUBLIMITS:

Demolition, Clearance Memorialization.....	\$250,000
Extra Expense.....	\$250,000
Threat.....	\$250,000
Medical Expense.....	\$25,000/person
Accidental Death & Dismemberment	\$50,000
Crisis Management Services.....	\$250,000
Counseling Services.....	\$250,000
Funeral Expenses.....	\$250,000
1 st Party Property Damage.....	\$1,500,000

Refer to policy language and declarations page for a complete list of coverages, limits, and sub-limits

RISK MANAGEMENT SERVICES

CONSULTING & TRAINING SERVICES

- Customized risk management & hazard assessment plans
- Comprehensive playground inspections
- In-district employee trainings
- On-line Safe Schools Complete Course Listing (350+). Access to their K-12 school designed tip reporting and safety app at a discounted rate.
- 22 course pack on awareness trainings for prevention of sexual abuse and molestation claims in schools. Title IX compliance course has been added.
- School Bus Safety: 36 Driver training courses, 7-part CDL training series + practice tests, MAP-21 training supplement
- Coaches and Sponsors Training
- Network Security Assessment tools
- Cyber Event Incident response plan consultation

TITLE IX OVERVIEW

- Title IX Compliance Overview

UNIQUE COVERAGE ENHANCEMENTS

- Deadly Weapon Coverage Enhancement
- Replacement coverage for vehicles (4 years and newer)
- School Board Trustee travel AD & D coverage
- 2-hour School Board Legal Training
- Accidental breakage coverage for iPads & eReaders
- Pre-Loss Incident Expense Benefit: \$2,500

RESOURCES

- "In the Classroom" risk management publication
- Safe Schools Anonymous Tip Alert program discounts
- Up to 25% discount to KnowBe4 cyber security services
- MSGIA Mobile App - easy auto claim reporting
- 2 hours of legal advice (pre-loss) support
- Legal contract review services
- Property appraisal services – no additional fees
- Boiler Inspection Services

SAFESCHOOLS EMPLOYEE TRAINING

Your membership gives you access to SafeSchools, the nation's leading provider of school-specific, online training programs, at no extra cost to your district. We've worked with SafeSchools to offer a comprehensive curriculum addressing areas of high risk for your students and employees. You also have access to their K-12 school designed tip reporting and safety app at a discounted rate.

RECOMMENDED PROPERTY/CASUALTY POOL RELATED COURSES

- 22 Child Sexual Abuse Prevention Courses
- Sexual Harassment: Staff to Staff
- Title VI Overview
- Title IX Compliance Overview

The following list is a sampling of courses designed to help you create a safer environment for your students, staff, and visitors and reduce the cost of claims. For a complete list of classes, log into your district's SafeSchools account online:

- Asbestos Awareness
- Back Injury and Lifting
- Bloodborne Pathogens Exposure Prevention
- Classroom Safety
- Common School Employee Injuries
- Conflict Management
- First Aid
- Medication Administration: Epinephrine Auto Injectors
- Personal Protective Equipment
- School Intruders
- Slips, Trips and Falls
- Transportation Safety

Suicide Prevention and Awareness:
In the 2017 Legislative Session, HB 381 was signed into law by Governor Steve Bullock. This legislation requires school districts to take significant steps to address suicide prevention and response.

We offer three courses on the topic to help schools comply with this legislative directive.

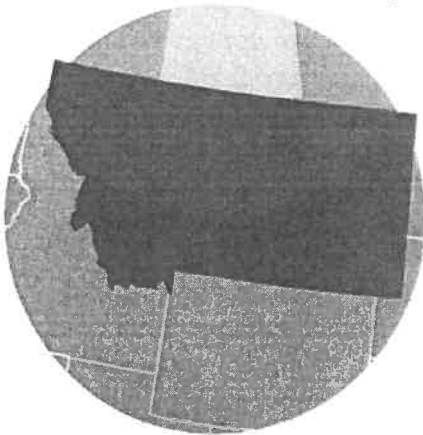
- Youth Suicide Awareness & Prevention Full Course – 39 min.
- Jason Flatt Act Youth Suicide Awareness Prevention – 2 hr.
- Jason Flatt Act – Raise School Community's Awareness – 60 min.

DID YOU KNOW...

You can access over 350 continuing education courses online by using SafeSchools courses provided by MSGIA. Visit <http://msgia/safety-resources/training> and select your school for all courses.

Districts can upload your District Employee Handbook/Policy Book to ensure all employees have read, understand and acknowledge your policy!

TRENDS TO WATCH



NATIONAL PERSPECTIVE

- Construction costs are showing signs of stabilizing but have nearly doubled since 2020.
- Hurricanes, wildfires, floods, and hailstorms continue to impact insurance carriers across the country.
- National attention drawn to workplace sexual assault and discrimination.
- Governmental entities continue to face community mistrust in the age of COVID-19, social movements, and social media.
- Workplace and school violence create new challenges for entities to address.
- Schools continue to be targeted by cyber criminals.

MONTANA PERSPECTIVE

- Micro storms intensity levels are increasing hail and high wind claim frequency statewide.
- As a result of high-profile cases, the Statute of Limitations for Criminal Sexual Misconduct increased from age 21 to 27 in 2019. This change creates potential exposures for additional sexual assault allegations to arise. Plaintiff's attorneys have taken note as we're seeing an uptick in SAM claims.
- Aging school facilities are creating property claim risks and liability for many school districts.
- Third-party contractors are omitting or including language in their contracts that leave districts at risk.
- Turnover of upper administration and the lack of applicants with the appropriate training and experience.

HOT TOPICS

MAP-21

The Federal Motor Carriers Safety Administration (FMSCA) has issued new regulations regarding training for school bus drivers who are first-time CDL holders. Referred to as **Moving Ahead for Progress 2021**, or MAP-21, the new regulations apply to all locations that train school bus drivers who require a Class A or Class B CDL License. Any driver receiving a CDL after February 7, 2022, will need to follow these stringent new regulations and will thus require additional training. Each district that trains drivers must become a Training Provider. MSGIA has put together a short video tutorial explaining how to complete this task. MSGIA also purchases the School Bus Safety Company computer modules for the districts in our Property and Casualty Program and can be accessed through Safe Schools. All of the 26 on-line courses provided, plus the new on-line MAP 21 supplemental course, cover the practices required to meet the Entry-Level Driver Training.

TITLE IX

Title IX protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. It is important that districts understand the requirements and follow guidelines to make sure their schools are protected.

TRAIN

- District staff must understand Title IX obligations to ensure an education free of sexual misconduct, discrimination or harassment is provided to students.

REPORT

- Report ALL reported or suspected sexual misconduct to the proper authorities. School personnel are mandatory reporters; failure to do so is punishable by law.

INVESTIGATE

- Districts have the obligation to conduct a Title IX investigation, regardless of another authority conducting a separate investigation on any subsequent claim of sexual misconduct, retaliation, discrimination, or harassment.

SCHOOL CYBER ATTACKS

Ransomware attacks targeting school districts are on the rise due to the records and sensitive data you may store on your servers. Here are some things you can do to help prevent your district from becoming the next target.

- Multi Factor Authentication needs to be required for any remote access to your network.
- Deploy and maintain a well configured and centrally managed anti-virus solution: A robust anti-virus solution is a basic component of any security program.
- Email tagging: Tag emails from external senders to alert employees of emails that originate outside your school.
- Office 365 add-ons and configuration: Enable two-factor authentication and use Office 365 Advanced Threat Protection.
- Patching: Rapidly patch critical vulnerabilities across endpoints and servers.
- Back-up key systems and databases: Ensure regular back-ups which are verified and stored safely online.
- Educate your users: Most attacks rely on users making mistakes, train your users to identify phishing emails with malicious links or attachments.

BOOSTERS, CLUBS, AND MORE...

The district's liability coverage extends to the following list as they act within their scope of duties related to school business:

- Volunteers
- District-directed community organizations (PTOs, Boosters, etc.)
- Student clubs sponsored and supervised by the district

WHO TO CONTACT

GENERAL PROPERTY & LIABILITY SUPPORT QUESTIONS

Jan Denke, Customer Service Representative
(877) 667-7392 | jdenke@mtsba.org

RISK MANAGEMENT AND LOSS CONTROL

- Review potential hazards or risk exposures
- Coordinate training and other risk management resources
- Accessing Safe Schools online training courses
- Providing in-district trainings
- Request for safety posters

Brenda Koch, Risk Management Consultant
(406) 696-0562 | <mailto:bkoch@mtsba.org>

Annette Satterly, Risk Management Consultant
(406) 439-1271 | asatterly@mtsba.org

CLAIMS

- Discuss concerns regarding a claim or incident
- Questions about claim status and/or progress
- Questions about legal representation and defense

Matt Komac, Assistant Director, Property & Liability Pool Operations
(877) 667-7392 | mkomac@mtsba.org

Jeremy May, Property & Liability Claim Adjuster
(877) 667-7392 | jmay@mtsba.org

QUESTIONS ABOUT ACCESSING SAFESCHOOLS COURSES, RUNNING REPORTS, OR GENERAL SUPPORT

Annette Satterly, MSGIA Risk Management Consultant
asatterly@mtsba.org (406) 439-1271

Megan Nobert, SafeSchools, Customer Success Manager
megan.nobert@vectorsolutions.com (513) 463-1698

John-Michael Larry, SafeSchools, Account Management Team Lead
john-michael.larry@vectorsolutions.com (513) 792-4404

FILING A PROPERTY AND LIABILITY CLAIM

Property and liability claim losses occurring for a MSGIA pool member should be reported as soon as an occurrence is known, or a claim is anticipated by the member. Early reporting will allow our staff adequate time to perform a thorough and complete claim investigation.

How To Report A Claim Online

- ✚ Report your claim online by going to www.msgia.org and clicking on "Report a Claim" at the top of the page. Select "Property and Liability"
- ✚ Click on the type of claim to access the correct form:
 - Auto Loss
 - Liability loss (school board legal claims or general liability claims)
 - Property Loss
 - Multiple (an example might be a bleacher collapse – this could have a general liability claim and a property claim included in the same event).
- ✚ Complete as much information as you can on the form, choosing for drop down boxes or lookup boxes.
- ✚ Once complete, click "Complete Incident".
- ✚ The next screen that comes up gives you the ability to attach any supporting documents or photo. Click "Upload File" on the right side of the screen and choose the file(s) you wish to attach and "Save"
- ✚ Once you have completed the uploads, click "I'm Done" and everything is submitted to MSGIA.

You are done!

How To Report An Auto or Property Claim via Origami Risk Mobile App

- ✚ Download the free mobile app, Origami Mobile Forms, or scan the QR code to the right
- ✚ Choose MSGIA as the Account Name
- ✚ Use 0 and the district 5-digit member number as the password
- ✚ Choose either Auto or Property form and complete as much information as possible
- ✚ You will have the ability to attach photos as well
- ✚ Submit the form



For in person phone support in completing your on-line claim, you can contact MSGIA staff by calling our toll-free line at 1.877.667.7392 and they will help walk you through the reporting process.

SCHOOL ABOVE AND UNDERGROUND FUEL STORAGE TANK COVERAGE

ABOVE GROUND AND BELOW GROUND STORAGE TANK COVERAGE THROUGH ACE STORAGE TANK LIABILITY INSURANCE POLICY

MSGIA offers access to an affordable option for storage tank liability insurance. The program is available to members of the MSGIA property and liability pool.

State of Montana requires school districts having fuel storage tanks to demonstrate their financial responsibility for potential clean-up, or third-party liability, that results due to petroleum releases from underground storage tank systems on school property. The state guidance is found in Title 17, Chapter 17, Administrative Rules of Montana. This coverage program offers schools an affordable way to meet this requirement through a trusted partner of the MSGIA's property and liability pool, ACE Insurance Company.

The application can be completed on-line by following the link below:
<http://msgia.org/propertyliability/storage-tank-coverage>

Once the application has been completed, please print and sign the application. You may mail, fax, or scan and email the completed, signed application to Sandra Omari with Alliant Insurance Services. The underwriting process for a new application is normally completed within one week of submission.

It is the hope of MSGIA that this process will meet our members' needs and provide a low cost and simple option to meet the State of Montana's fuel storage insurance requirements.

You may mail, fax, or email applications to:

Sandra Omari, Assistant Account Manager
Alliant Insurance Services, Inc. 1301 Dove St, Suite 200
Newport Beach, California 92660
sandra.omari@alliant.com
Fax #: 619.699.0906
Phone: 949.756.0271

SCHOOL SPECIAL EVENTS COVERAGE

MSGIA SCHOOL LEADERS' PROPERTY AND LIABILITY SELF INSURANCE POOL SCHOOL DISTRICT SPECIAL EVENTS COVERAGE

MSGIA knows that school districts are often asked by outside groups to use their facilities for a non-school event. An important part of this process is ensuring the group(s) understands your district's facility use rules and provides proof of liability insurance. MSGIA has worked to make this process easier for your community guests by establishing a special events insurance program through Alliant Specialty Insurance Group. Because of this relationship to our self-insured program, we have been able to secure very competitive rates for the special events coverage. The application for liability coverage for the event is just a single page and the rating process is simple and affordable for your community guests. School districts can work directly through their independent insurance agent to place this coverage as long as the district is a member of the MSGIA's School Leaders Property and Liability Pool.

An example of activities that could take advantage of the MSGIA special events program would be:

- 1) Regional sporting events hosted at the school gymnasium when a large number of guests will be traveling in and out of the school district facilities: Purchasing a special events policy to transfer liability risk to another policy is a good risk management approach for the district.
- 2) A non-profit charity requests to rent the gym for a weekend fundraising event.
- 3) A family wishes to use the kitchen, gym, and fields for a large family reunion for two days in the summer.

As stated, the premiums are low, application is simple, and the benefits are many.

At the discretion of your Board of Directors, not all outside uses of the school district facilities would need the additional protection that is brought by a special events policy. Many low-risk activities, such as the ones noted below can be covered under the school district's base policy, with the use of appropriately worded and signed waiver of liability forms. Some examples of these activities would be:

- 1) Open gym night for the community.
- 2) Use of meeting space within the school for groups such as FFA, boy and girl scouts, or adult education classes.
- 3) Use of the school auditorium for a local community lecture or presentation by a community group.

If you have questions about obtaining special events coverage for your school district, please contact Matt Komac for information about this program at mkomac@mtsba.org.



MSGIA Coverage Summary

Summary of Coverage - Culbertson School District #17

Policy Period July 1, 2024 to June 30, 2025

Policy Number PC-25-34188-1

Property Coverage

Coverage by Location:	Per Occurrence Limit	Aggregate Policy Limit	Valuation	Deductible
			Repair or Replacement Cost, Actual sustained loss for time element coverage	
Building and Business Personal Property	\$500,000,000		Replacement Cost	\$2,500
Extra Expense	\$50,000,000		Actual Sustained Loss	
Transit Coverage	\$25,000,000			
Unscheduled Tax Interruption & Business Income	\$500,000		Actual Sustained Loss	
Property Of Others:				
Employees	\$1,000 per employee	\$50,000		
Students	\$750 per student	\$50,000		
Leased or Rented	included in blanket limit			
Earthquake	\$75,000,000	\$75,000,000		
Flood	\$75,000,000	\$75,000,000		
Flood - Zone A & V	\$5,000,000	\$5,000,000		\$500,000
Building Ordinance	\$50,000,000			
Accidental Contamination	\$250,000 (Member Aggregate)	\$500,000 (Pool Aggregate)		
New Building Construction	\$15,000,000			
Newly Acquired locations	\$50,000,000 for 120 days Flood coverage not included if property located in zone A, \$5,000,000 for vacant/unoccupied.			
Off premise Personal Property	\$1,000,000			



MSGIA Coverage Summary

Property Coverage-continued

Coverage by Location:	Per Occurrence Limit	Aggregate Policy Limit	Valuation	Deductible
Contractors Equipment	included in blanket limit		Actual Cash Value	
Unscheduled Landscaping	\$1,000,000 subject to \$25,000/25 gallon per tree			
Property schedule errors & omissions	\$50,000,000			
Money & Securities	\$2,500,000			
Unscheduled Fine Arts	\$2,500,000			
Unscheduled tunnels, bridges, sidewalks, roadways, street lights	\$750,000 (after \$500,000 member deductible)			
Unscheduled Animals	\$2,500,000 (sub-limit of \$50,000 per animal)			
Watercraft (under 27 feet)	\$2,500,000			
Notebook Computers	\$250 per notebook after \$2,500 member self-insured retention is met	\$7,500		
Jewelry, Furs, Precious Metals	\$500,000			
Fire Legal Liability	included in blanket limit			
Exclusions (including but not limited to):				
Seepage & Contamination				
Cost of Clean-up for Pollution				
Mold				



MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025

Policy Number PC-25-34188-1

Boiler and Machinery Coverage

Coverage by Location:	Per Occurrence Limit	Aggregate Policy Limit	Valuation Repair or Replacement except Actual Loss Sustained for all time element coverage	Deductible
Coverage limit per location	\$100,000,000			\$2,500
Extra Expense	included in blanket limit			24 hours
Expediting Expense	included in blanket limit			
Ammonia Contamination	\$10,000,000			
Water Damage	\$10,000,000			
Ordinance & Law	\$25,000,000			
Service/Utility/Off Premise Power Interruption - Including Consequential Damage/Perishable Goods/Spoilage	\$10,000,000			24 hours
Hazardous Substances/Pollutants/ Decontamination	\$10,000,000			
Electronic Data Processing Media and Data Restoration	\$10,000,000			

Exclusions (including but not limited to):

- Testing
- Explosion, except for steam or centrifugal explosion
- Explosion of gas or unconsumed fuel from furnace of the boiler

Excluded Objects (including but not limited to):

- Insulating or refractory material
- Buried Vessels or piping

Special Provisions:

The MSGIA provides each member annual steam boiler inspections to ensure compliance with Montana law.

This coverage provides relief for machinery breakdowns and damage caused by electrical injury such as to telephone systems.



MSGIA

MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025

Policy Number PC-25-34188-1

Crime Coverage

<u>Coverage by Location:</u>	<u>Per Occurrence Limit</u>	<u>Aggregate Policy Limit</u>	<u>Deductible</u>
Employee Theft per Loss	\$500,000	\$500,000	\$1,000
Forgery or Alteration	\$500,000	\$500,000	\$1,000
Inside the Premise:			
Theft of money/securities	\$500,000	\$500,000	\$1,000
Robbery	\$500,000	\$500,000	\$1,000
Outside Premises	\$500,000	\$500,000	\$1,000
Computer Fraud	\$500,000	\$500,000	\$1,000
Money Orders & Counterfeit:			
Paper currency	\$500,000	\$500,000	\$1,000
Funds Transfer Fraud	\$500,000	\$500,000	\$1,000

Special Provisions:

Inclusion of Treasurer as employees
Bonded employees exclusion deleted endorsement
Faithful performance losses are covered under \$500,000 limit
Credit, Debit, or Charge Card forgery covered

MSGIA

MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025
Policy Number PC-25-34188-1

Auto Coverage

Coverage	Per Occurrence Limit	Aggregate Policy Limit	Valuation	Deductible (Comprehensive and Collision)	Symbols
* Coverage limit - Auto liability	\$3,000,000				1
Automotive Medical Payments	\$25,000 per person				2 & 8
* Uninsured Motorist	\$1,000,000				2 & 8
* Underinsured Motorist	\$1,000,000				2 & 8
* Hired & Non-Owned Automotive Liability	\$3,000,000				8 & 9
Hired Automobile Physical Damage	included in Property Blanket Limit				8
* Garage Keepers Legal Liability	\$500,000				9
Member Owned vehicles - Auto Physical Damage	included in Property Blanket Limit		Repair, ACV or Replacement Cost	\$1,000	2

Covered Auto Symbols

1	2	8	9
Any Auto	Owned Autos Only	Hired Autos Only	Non Owned Autos Only

Special Provisions:

Employees, Volunteers, and board members are added as additional insureds for automotive liability coverage
 No additional premium for newly acquired vehicles during coverage term

* Some coverage limits provided are subject to MCA 2-9-108 (Limitation on Governmental liability) - please refer to your declaration page of the coverage document for specific application of these governmental provisions.



MSGIA

MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025
Policy Number PC-25-34188-1

School Board Legal Liability Coverage/Employment Practices / Employee Benefit Liability Coverage

Coverage	Per Occurrence Limit	Aggregate Policy Limit	Deductible
*Per Claim Coverage limit	\$3,000,000		\$2,500
School Board Legal Pre-Loss Incident Expense Coverage	\$2,500	\$2,500	

Forms and Conditions:

Claims Made Policy - with retro date effective through July 1, 1992

Additional Information:

The coverage under these sections applies to claims for civil rights, human rights commission complaints, EEOC, or other administrative hearings/forums. It also provides coverage for wrongful termination claims and other employment practices liability complaints.

* Some coverage limits provided are subject to MCA 2-9-108 (Limitation on Governmental liability) - please refer to your declaration page of the coverage document for specific application of these governmental provisions.



MSGIA

MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025
Policy Number PC-25-34188-1

Defense of Non-Monetary Claims

Coverage	Per Occurrence Limit	Aggregate Policy Limit	Deductible
Per Claim Coverage limit	\$100,000	\$100,000	\$2,500

Forms and Conditions:

Claims Made Policy

Defense cost limits are provided for members where a claim is filed seeking no monetary damages from the school district



MSGIA

MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025
Policy Number PC-25-34188-1

General Liability Coverage

Coverage	Per Occurrence Limit	Aggregate Policy Limit	Deductible
Per Claim Coverage limit	\$3,000,000	\$5,000,000	
Medical Payments (Excluding students)	\$5,000		
Personal/Advertising Injury limit	Included in GL coverage limit		
Products & Completed Operations	Included in GL coverage limit		
Student School to Work	\$25,000	\$250,000	

Coverage Trigger:

Occurrence

Special Coverage Provisions:

No audit provision for additional ADA after start of coverage term

Employees, volunteers, board members, PTA, PTO, and booster clubs covered as additional insureds

Personal Injury

Athletic participation

Host Liquor liability

Professional liability

Incidental medical malpractice

* Some coverage limits provided are subject to MCA 2-9-108 (Limitation on Governmental liability) - please refer to your declaration page of the coverage document for specific application of these governmental provisions.



MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025
Policy Number PC-25-34188-1

Cyber Coverage

Coverage	Per Occurrence Limit	Aggregate Policy Limit	Deductible
			\$10,000
Information Security & Privacy liability	\$2,000,000	\$2,000,000	
* Privacy Notification Costs	\$500,000	\$500,000	
Regulatory Defense & Penalties	\$2,000,000	\$2,000,000	
Website Media Content Liability	\$2,000,000	\$2,000,000	
Cyber Extortion	\$750,000	\$750,000	
Business Interruption	\$750,000	\$750,000	
Data Recovery Costs	\$750,000	\$750,000	

Coverage Trigger:

First Discovered

Special Coverage Provisions:

* Privacy Notification Cost per occurrence and annual aggregate limits are \$1,000,000 if Beazley services are used for this coverage element.



MSGIA

MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025
Policy Number PC-25-34188-1

Business Travel Insurance Coverage

Coverage	Per Occurrence Limit	Aggregate Policy Limit	Deductible
Per Claim Coverage limit	\$100,000	\$1,000,000	\$0

Coverage Trigger:
Occurrence

Special Coverage Provisions:

This coverage provides \$100,000 of accident death and dismemberment coverage benefits for school board trustees while traveling for school board business.



MSGIA

MSGIA Coverage Summary

Policy Period July 1, 2024 to June 30, 2025

Policy Number PC-25-34188-1

Deadly Weapons Event Coverage

Coverage	Per Occurrence Limit	Aggregate Policy Limit	Deductible
Per Claim Coverage limit	\$1,500,000	\$7,500,000 (pool Aggregate limit)	\$1,000
Sub Limits:			
Demolition, Clearance, Memorialization	\$250,000		
Extra Expense	\$250,000		
Threat	\$250,000		
Medical Expenses	\$25,000/person	\$500,000 (annual Aggregate limit)	
Accident Death & Dismemberment	\$50,000	\$500,000 (annual Aggregate limit)	
Crisis Management Services	\$250,000		
Counseling Services	\$250,000		
Funeral Expenses	\$250,000		
1 st Party Property Damage	\$250,000		

Coverage Trigger:

An event involving the Named Insured where a weapon has been used or brandished at any location of the Named Insured. A weapon is broadly defined to include: a portable firearm, explosive device, knife, syringe, medical instrument, corrosive substance, or any other device. "Weapon" can also include vehicles, including armored or military vehicles used by an "Active Shooter".

Special Coverage Provisions: Claims Made Policy

This coverage also provides a security vulnerability assessment for the district as well as an active shooter webinar training for all staff conducted by the coverage carrier's security consulting vendor.

**MONTANA SCHOOLS GROUP INTERLOCAL AUTHORITY
MEMORANDUM OF COVERAGE
DECLARATIONS**

- 1. Member Entity:** Culbertson School District #17
PO Box 459
Culbertson, MT59218
- 2. Coverage Period:** **July 1, 2024 00:00:01 am
to 23:59:59 PM June 30, 2025**
- 3. Policy Number:** **PC-25-34188-1**
- 4. Maximum Tort Liability Coverage**

In accordance with the statutory limitations that have been enacted on governmental liability for damages in tort under the substantive law of Montana (see, Mont. Code Ann § 2-9-108), and subject to the conditions, limitations, and exclusions as set forth in the Memorandum of Coverage, the Maximum Tort Liability Coverage for any tort claim, excluding Defense Costs, shall be \$750,000 for each Claim and \$1,500,000 for each Occurrence during the Coverage Period. Should the statutory limits on tort liability be found invalid by a legislative act or by a final judicial determination of a Court of competent jurisdiction, or to be inapplicable to an Occurrence, then the amounts described below in Sections 8a, 9a, 11a, and 11b in these Declarations shall apply.

Nothing in these Declarations or the Memorandum of Coverage is intended by the parties to be an endorsement to provide coverage in excess of the limitations on governmental liability provided by Mont. Code Ann. § 2-9-108(1).

Subject to the limits for tort damages provided at Mont. Code Ann. §§ 2-9-101 through 2-9-144, the coverage limits provided by this Memorandum are listed in the relevant section headings.

Sections 5 and 6 relate to coverage provided under the Memorandum of Property Coverage and MSGIA's Property Reinsurance Partners.

5. Limits of Property:

a. Property	\$500,000,000 per Occurrence
b. Earthquake	\$75,000,000 Pool aggregate limit
c. Flood	\$75,000,000 Pool aggregate limit
d. Flood Zone A and V	\$5,000,000 Pool aggregate limit (included in \$75,000,000 Flood Limit)
e. Extra Expense	\$50,000,000 per Occurrence
f. Transit Coverage	\$25,000,000 per Occurrence
g. Unscheduled Business Interruption, Rental Income, Tax Interruption & Tuition Income	\$500,000 per Occurrence
h. (i) Personal Effects -- Officials/Employees	\$1,000 per employee/\$50,000 aggregate limit
(ii) Personal Effects -- Students	\$750 per student/\$50,000 aggregate limit
i. Building Ordinance	\$50,000,000 per Occurrence, \$2,500,000 for vacant properties.
j. Personal Property Outside of the USA	\$1,000,000 per Occurrence
k. Course of Construction & Additions	\$15,000,000 for projects with completed values not exceeding the sub-limit shown
l. Automatic Acquisitions	\$50,000,000 for 120 days (does not provide flood coverage for locations in Flood Zone A) / \$5,000,000 for 120 days for vacant and unoccupied buildings
m. Miscellaneous Unnamed Locations	\$10,000,000 (does not provide flood coverage for locations in Flood Zone A)
n. Tax Revenue Interruption	\$1,000,000 per Occurrence
o. Electronic Data Processing Media	\$10,000,000 per Occurrence
p. Unscheduled landscaping	\$1,000,000 per Occurrence (sub limit \$25,000/25 gallon per item)
q. Errors & Omissions	\$50,000,000 per Occurrence
r. Money & Securities	\$500,000 per Occurrence
s. Unscheduled Fine Art	\$2,500,000 per Occurrence
t. Accidental Contamination	\$250,000 Pool aggregate limit
u. Unscheduled sidewalks, roadways, streets, street lights, tunnels, bridges, culverts and traffic signals	\$750,000 per Occurrence (after \$500,000 deductible)
v. Unscheduled Animals	\$2,500,000 per Occurrence (\$50,000 per Occurrence sub-limit per animal)
w. Watercraft	\$2,500,000 per Occurrence under 27 ft
x. Notebook Computers	\$250 max per Notebook Computer / \$7,500 Member aggregate / \$30,000 Pool aggregate (subject to self-insured retention of \$2,500 per member)
y. Jewelry, Furs, Precious Metals	\$500,000 per Occurrence
z. Terrorism	\$100,000,000 Pool aggregate limit
aa. Claims Preparation Expenses	\$1,000,000 per Occurrence

- 6. Limits of Boiler & Machinery:**
- | | |
|--|---------------------------|
| a. Coverage limit per occurrence | \$100,000,000 |
| b. Expediting Expense | Included in blanket limit |
| c. Hazardous Substance Decontamination | \$10,000,000 |
| d. Ordinance & Law | \$25,000,000 |
| e. Extra Expense | Included in blanket limit |
| f. Electronic Data Processing Media | \$10,000,000 |
| g. Service/Utility/Off Premises | |
| Power Interruption – consequential damage/perishable goods/spoilage included | \$10,000,000 |
| h. Utility Service Interruption Deductible | 24hrs |

Sections 7 relates to coverage provided under the National Union Fire Insurance crime policy.

- 7. Limits of Crime:**
- | | |
|-------------------------------|-----------|
| a. Employee Theft per loss | \$500,000 |
| b. Forgery or Alteration | \$500,000 |
| c. Inside the Premises | |
| Theft of money/securities | \$500,000 |
| d. Inside the Premises – | |
| Robbery | \$500,000 |
| e. Outside Premises - | \$500,000 |
| f. Computer Fraud | \$500,000 |
| g. Money Orders & Counterfeit | |
| Paper currency | \$500,000 |
| h. Funds Transfer Fraud | \$500,000 |

Sections 8 through 13 relate to coverage provided under the MSGIA Memorandum of Liability Coverage and MSGIA Liability Reinsurance Partners.

- 8. Limits of Auto Coverage**
- | | |
|---|---|
| a. Coverage limit | The lesser amount of (1) \$3,000,000 per Occurrence; or (2) the Maximum Tort Liability Coverage |
| b. Automobile Medical Payments | \$25,000 per person |
| c. Uninsured Motorist | \$1,000,000 per Occurrence |
| d. Underinsured Motorist | \$1,000,000 per Occurrence |
| e. Hired & Non-Owned Automobile Liability | Included in per member occurrence limit |
- 9. Limits of Public Entity Errors and Omissions, Employment Practices & Employee Benefits Liability:**
- | | |
|----------------------------------|--|
| a. Coverage limit | The lesser of (1) \$3,000,000 per Occurrence or (2) the Maximum Tort Liability Coverage |
| b. Basis of Coverage | Claims made basis with coverage for prior acts going back retroactively to July 1, 1992. |
| c. E&O Pre-Loss Incident Expense | \$2,500 annual aggregate |

- | | |
|---|---|
| 10. Non-Monetary Defense | |
| a. Coverage limit | \$100,000 per Occurrence/annual aggregate |
| b. Basis of Coverage | Claims made basis with coverage for prior acts going back retroactively to July 1, 1992 |
| 11. Defense of Communicable Disease Actions | |
| a. Coverage limit | \$50,000 per Occurrence/annual aggregate
\$250,000 pool aggregate limit |
| 12. Limits of General Liability: | |
| a. Coverage limit | The lesser of (1) \$3,000,000 per Occurrence/\$5,000,000 annual aggregate; or (2) the Maximum Tort Liability Coverage |
| b. Medical Payments | |
| i. Medical Payments | \$5,000 per Occurrence (students excluded) |
| ii. Student – School to Work | \$25,000 per student per Occurrence/
\$250,000 annual aggregate |
| 13. Garage Keepers Legal Liability | \$500,000 per Occurrence |
| Sections 14 relates to coverage provided under the Alliant Deadly Weapon Response Program. | |
| 14. Deadly Weapons Event Coverage | \$1,500,000 per Occurrence
\$7,500,000 Pool aggregate limit |
| a. Crisis Management Services | \$250,000 per Occurrence |
| b. Counseling Services | \$250,000 per Occurrence; \$15,000 per person maximum |
| c. Funeral Expenses | \$250,000 per Occurrence; \$1,000,000 annual aggregate; \$15,000 per person maximum |
| d. Business Interruption | \$250,000 per Occurrence |
| e. Demo/Clearance/Memorialization | \$250,000 per Occurrence |
| f. Extra Expense | \$250,000 per Occurrence |
| g. Threat | \$250,000 per Occurrence |
| h. Medical Expenses | \$25,000 per person; \$500,000 annual aggregate |
| i. Accidental Death & Dismemberment | \$50,000 per person; \$500,000 annual aggregate |

Sections 15 relates to coverage provided by Beazley as part of MSGIA's Property Reinsurance Program.

15. Cyber Coverage	\$2,000,000 annual aggregate
<i>Breach Response:</i>	
a. Breach Response Costs:	\$500,000 per member annual aggregate (Limit is increased to \$1,000,000 if Beazley Nominated Service Providers are used)
<i>First Party Loss:</i>	
b. Business Interruption and Dependent Business Interruption Aggregate Sublimit	\$750,000 per member annual aggregate
i. Business Interruption Loss Resulting from Security Breach:	\$750,000 per member annual aggregate within sublimit
ii. Business Interruption Loss Resulting from System Failure:	\$500,000 per member annual aggregate within sublimit
iii. Dependent Business Loss Resulting from Security Breach:	\$750,000 per member annual aggregate within sublimit
iv. Dependent Business Loss Resulting from System Failure:	\$100,000 per member annual aggregate within sublimit
c. Cyber Extortion Loss	\$750,000 per member annual aggregate
d. Data Recovery Costs	\$750,000 per member annual aggregate within sublimit
<i>Liability:</i>	
e. Data & Network Liability	\$2,000,000 per member annual aggregate for all damages and claims expenses
f. Regulatory Defense & Penalties	\$2,000,000 per member annual aggregate for all damages and claims expenses
g. Payment Card Liabilities & Costs	\$2,000,000 per member annual aggregate for all damages and claims expenses
h. Media Liability	\$2,000,000 per member annual aggregate for all damages and claims expenses
<i>eCRIME:</i>	
i. Fraudulent Instruction	\$75,000 per member annual aggregate
j. Funds Transfer Fraud	\$75,000 per member annual aggregate
k. Telephone Fraud	\$75,000 per member annual aggregate
<i>Criminal Reward:</i>	
l. Criminal Reward	\$25,000 per member annual aggregate
<i>Computer Hardware Replacement Costs:</i>	
m. Computer Hardware Replacement Costs	\$100,000 per member annual aggregate

Sections 16 relates to coverage provided by AXIS Insurance Company.

16. Business Travel Insurance	\$100,000 per Occurrence/\$1,000,000 annual aggregate
17. Member Deductibles:	
a. Auto Physical Damage/Garage Keepers	\$ 1,000 per Occurrence
b. Property, Inland Marine	\$ 2,500 per Occurrence
c. Flood for Zone A Properties	\$ 500,000 per Occurrence
d. Boiler and Machine	\$ 2,500 per Occurrence
e. Crime and Employee Dishonesty	\$ 1,000 per Occurrence
f. Public Entity E & O, Employment Practices and Employee Benefits Liability	\$ 2,500 per Occurrence
g. Non-Monetary Defense	\$ 2,500 per Occurrence
h. Defense of Communicable Disease	\$ 2,500 per Occurrence
i. Cyber	\$ 10,000 per Occurrence
j. Deadly Weapons Event	\$ 1,000 per Occurrence
18. Total Annual Premium	\$ 91,893

**FORMS AND ENDORSEMENTS:
FORMING PART OF THE POLICY
AT INCEPTION**



Director of Insurance Services

07/01/2024

Date

It is agreed that these Declarations and the Memorandums of Coverage together with any reinsurance agreements and endorsements that may be added thereto constitutes the entire coverage agreement.

Auto Coverage Identification Card	See Important Notice Below
<p>Policy Number: PC-25-34188-1</p> <p>Policy Period: 7/1/2024 to 6/30/2025</p> <p>Vehicle: Fleet Automatic Coverage</p> <p>Member Name and Address</p> <p>Culbertson School District #17 PO Box 459 Culbertson, MT 59218</p> <p>Insurance Company</p> <p>MSGIA PC Pool PO Box 7029 Helena, MT 59604-7029 (406) 457-4500 or 1-877-667-7392</p> <p>Report all accidents to MSGIA PC Pool as soon as possible</p>	<p>THIS CARD MUST BE KEPT IN THE INSURED VEHICLE AND PRESENTED UPON DEMAND</p> <p>In Case of Accident:</p> <p>**Obtain the following information:</p> <ol style="list-style-type: none"> 1. Name and address of each driver, passenger & witness. 2. Insurance company name & policy # for each vehicle involved 3. Document damages to all vehicles involved. <p>Ways To Report a Claim</p> <ol style="list-style-type: none"> 1. Go to MSGIA website at http://www.msgia.org/reportclaim and choose Auto Loss. 2. Download and use the MSGIA Mobile App through Origami Risk Mobile Forms (instructions below).

 FORMS	Reporting an Auto Claim using MSGIA Mobile App through Origami Risk Mobile Forms	 FORMS
<p>1. Before you go on a trip - school district drivers should either use the QR code copied to the right go to either the Apple App store for IOS phones or the Google Play store for Android operating system phones. Search for "Origami Risk, LLC" then download the "Origami Mobile Forms" App.</p>		
<p>2. If you are in accident - take photos and document the damages to the district vehicle and the vehicle on your phone or iPad. You do not need the app open at this point.</p>		
<p>3. Click on the app - To start, please enter your account name – type in "MSGIA" and click "Use a passcode instead".</p> <p>At the "log in" screen, Enter: 034188 Click: "sign in" Click "Incident" and then "+ New" in the bottom right corner and you can then select "Auto Loss Notice" or "Property Loss Notice" – click on "Auto Loss Notice" then "Incident Details"</p>		
<p>4. Complete the form as thoroughly as possible by section - Member Information, Member Contact, Accident Details (description of what happened), Accident Location, Member Driver Information, Member Vehicle Look Up (click blue button and select the district vehicle/bus from the listing of vehicles), then complete as much remaining information as possible.</p>		
<p>5. Once you complete the loss notice – click on the "add items" button on the bottom right and select "Add Media". Here you can either choose from library(your photos), take a photo, or take a video that will be submitted with the loss notice. Once they have been selected then hit "Form" on the bottom left and you are ready to hit "Submit" as outlined below.</p>		
<p>6. Next you can-</p> <p>Submit the form – automatically sends the loss notice to MSGIA when you have cell coverage, and the claim is reported. You're Done!</p> <p>Save as Draft – if you don't hit submit the information should save as a draft in the application until you are ready to finalize and submit the incident to MSGIA.</p> <p>Discard the form – go back to the incident screen and swipe the draft incident to the left to delete it from the app.</p>		
<p>MSGIA will not have the accident information until you SUBMIT the form!</p>		

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

MSGIA SCHEDULE OF INSURANCE COVERAGE
Coverage Date: July 1, 2023 thru June 30, 2024

WORKERS' COMPENSATION:

Carrier Name: MSGIA – Safety National & Big Sky Reinsurance Inc.
Policy Number: 24-WC 2024-34188-1
Coverage: See Declarations Page

AGENT: *(applies to policies listed below only)*

Name: David Seitz, Seitz Insurance Agency, (406) 433-1411
Address: Sidney, MT 59270

GENERAL LIABILITY:

Carrier Name: MSGIA – Berkley Reinsurance
Policy Number: 24-PC2024-34188-1
Coverage: See Declarations Page

PROPERTY INSURANCE:

Carrier Name: MSGIA – Big Sky Reinsurance Inc/Alliant Property Insurance Program (APIP)
Policy Number: 24-PC2024-34188-1
Coverage: See Declarations Page

AUTO LIABILITY:

Carrier Name: MSGIA – Berkley Reinsurance/Big Sky Reinsurance Inc
Policy Number: 24-PC2024-34188-1
Coverage: See Declarations Page

AUTO PHYSICAL DAMAGE:

Carrier Name: MSGIA – Alliant Property Insurance Program (APIP)
Policy Number: 24-PC2024-34188-1
Coverage: See Declarations Page

ERRORS & OMISSIONS:

Carrier Name: MSGIA – Berkley Reinsurance
Policy Number: 24-PC2024-34188-1
Coverage: See Declarations Page

BOILER INSURANCE:

Carrier Name: MSGIA – Alliant Property Insurance Program (APIP)
Policy Number: 24-PC2024-34188-1
Coverage: See Declarations Page

INDEMNITY/HONESTY BONDS/INSURANCE:

Carrier Name: MSGIA – National Union Fire Insurance Co of Pittsburgh, PA
Policy Number: 24-PC2024-34188-1
Coverage: See Declarations Page

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 26

AGENDA TITLE: School Safe Return Plan Semi-Annual Review

SUMMARY: Every 6 months OPI is asking schools to review their Safe Return Plan for possible changes in order to remain in compliance with the Federal Government regarding ESSER funds. The plan remains generic and is basically completely irrelevant at this point, but still required. I do not recommend any changes, so no action is necessary.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

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 School District Health & Safety Plan

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

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

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

Phase One and Phase Two

Academic:

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

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

Academic:

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

Physical and Structural:

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

Social, Emotional, and Behavioral:

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

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

Transportation:

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

Business:

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

Extra-curricular Activities:

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

Phase Three (On-Site Learning Only):

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

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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 27

AGENDA TITLE: ARP ESSER Plan Semi-Annual Review

SUMMARY: Every 6 months OPI is asking schools to review their ARP ESSER Plan in order to remain in compliance with requirements from the Federal Government. ARP stands for American Rescue Plan—this was another required document connected to ESSER funds (Covid money). The ESSER priorities for our district in 2020-2021 were:

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

I do not recommend any changes to these priorities due to the fact that our ESSER money (I, II, and III) have been spent or allocated since prior to July 1, 2023.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

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.

Q1.

Montana School District ARP ESSER Plan Update

This tool allows districts to update their ARP ESSER plans at any point. Updates must be completed at least once every six months.

Federal Requirement

The US Department of Education (USED) required the OPI to establish a process for district plans consistent with the ARP ESSER requirements for the use of ARP ESSER funds and ensure plans be made available to the public, within no later than 90 days after a district received its ARP ESSER allocation (August 24, 2021). The requirements for the school district plans include, at a minimum, how districts will:

1. use funds to implement prevention and mitigation strategies;
2. use the funds totaling not less than 20% to address lost instructional time;
3. spend its remaining 80% of ARP ESSER funds;
4. respond to needs of student disproportionately affected by the pandemic; and
5. meaningfully engage with and consult stakeholders in crafting their plans.

Each of these federally required components are embedded into this school district ARP ESSER plan.

In addition, the USED requires the OPI to support and monitor each school district's use of ARP ESSER funds, including:

- i. implementation of evidence-based interventions;
 - ii. address the student groups specifically that were disproportionately impacted by the pandemic; and
 - iii. identify, reengage, and support students who have experienced the impact of lost instructional time.
- The plan will provide the information necessary for the OPI to support and monitor school districts as they move forward.

State Components

Throughout this school district ARP ESSER plan, the OPI has emphasized local control and coordination of state initiatives and requirements so that school districts can identify and innovate solutions for unique local needs and priorities. These components are embedded in the school district ARP ESSER plan. Additionally, the OPI will seek flexibility from the Board of Public Education to use the Goals section of this plan in place of the Continuous School Improvement Plan (CSIP).

Initial ARP-ESSER plans were developed through the use of a template. This plan update tool will provide districts with their most recent plan submission presented with the same fields and sections as their initial plan.

The sections of this tool match the sections of the template provided for districts to use for the creation of their plans.

The template sections are as follows:

1. School District-Identified Priorities
2. Meaningful Consultation
3. Goals
4. Coordinating Funds
5. Creating Safe and Healthy Learning Environment
6. Addressing Lost Instructional Time
7. Supporting the Educator Workforce
8. Monitoring and Measuring Impact of ARP ESSER funds

Prior to updating your school district ARP ESSER plan, consider the following:

What data do you have available to you to measure the impact of your work and guide plan adjustments?
What feedback have you received from stakeholders around your plan and/or your plan implementation?
What steps have you taken to engage stakeholders in your update process?

Instructions for updating your school district ARP ESSER plan

In the event that there is a difference please update any impacted fields during your update process. It is recommended that you complete your plan revision in a single sitting. If you are unable to do this please click through to the end of the survey and note on the final page that this submission represents an unfinished update draft. After you hit submit you will receive an email that contains a link that you can use for your next update. If you were submitting a draft update please be sure to return to complete your draft before the deadline.

Resources to help with completing your plan

Curriculum Selection
Acceleration Guidance
ESSA Tiers of Evidence
Gap Analysis Tool
U.S. Department of Education FAQ - ESSER/GEERS
FAQ's of Maintenance of Equity Requirements
Montana Office of Public Instruction ESSER website
SEL Priorities

Next Steps:

When you submit your update you will receive a confirmation email that contains a link to access a PDF of your plan submission and a link to complete your next update.

Q73. Please review the information in these fields and verify that it reflects the submission of this update.

Q5. Please choose your county and district from the dropdown.

County Roosevelt ▼
District Culbertson Elem, LE0777 ▼

Q6. Who is the Authorized Representative submitting this form?

Nicole Simonsen

Q11. Please indicate your role in the district.

- ☒ District-level Administrator
☐ Principal
☐ Other (Please identify your role in the box below.)

Q9. What is your AR email as shown in Egrants?

simonsennl@culbertson.k12.mt.us

Q76. What is your school district phone number ?

4067876246

Q74. Describe the stakeholder consultation that was completed to inform this update. Include dates, locations, and links where relevant.

Stakeholder consultation took place during public comment at board meetings, conversations between administrators and parents/community/students, parent teacher conferences, and board meetings for strategic planning where community members were participants.

Q75. Please write a summary statement describing this update. Example: "This submission reflects our first update of our plan in November of 2021"

This question was not displayed to the respondent.

Q30. 1. School District-Identified Priorities

This question was not displayed to the respondent.

Q33. Please provide the top priorities the school district has determined as the most pressing needs for students and schools within the school district as a result or in response to the COVID-19 pandemic. You may elect between 1-3 priorities by checking the box and providing the text response.

☒ Priority 1

Classroom Support by splitting larger classroom sizes to reduce the student/teacher ratio and increase social distancing.

☒ Priority 2

Technology Support by increasing the number of chromebook devices and SmartBoards in our school and by increasing computer speed by replacing CAT4 cable with CAT6 cable.

☒ Priority 3

Improving Cleaning and Sanitizing by purchasing a Kaivac machine.

Q34. When you identified each of your district's priorities, what data points did you use? Please list any and all data sources, such as attendance, interim assessments, surveys, etc.

Q24. Please indicate which of the following student groups specifically referenced in ARP ESSER were more affected than others in your district. Choose all that apply.

☒ Economically Disadvantaged (Free and Reduced Lunch)

☐ White

☐ Black or African American

☒ American Indian or Alaska Native

☐ Multi-Racial

☐ Migrant

☐ Homeless

☐ Foster Youth

☒ Children with Disabilities

☐ Male

☐ Female

☐ English Language Learners

☐ Other (please identify in the box below)

Q41. 2. Meaningful Consultation

Q25. ARP ESSER requires school districts to consult with a wide variety of stakeholders when developing a plan. Please select all of the following groups of stakeholders your district consulted and/or plans to consult.

☒ Parents

☒ Students

☒ Teachers

☒ Staff

☒ Tribal governments

☒ Local bargaining units

☐ Educational advocacy organizations

☒ County health departments

☒ Community members

☐ Other (please identify in the box below)

Q26. What method(s) did you use to seek stakeholder input? Choose all that apply.

☒ Public meetings

☐ Website

☐ Media

☒ Social media

☒ Email

☐ Other (please identify in the box below)

Q72. 3. Goals

Q71.

Goal Action Plan:

Please define your Math goal, English Language Arts (ELA) goal, and other goal, based on the priorities you identified.

Explain what instruments or methods will be used to monitor the progress of the goals and determine if the goals are met. Click the box and provide the text response for each applicable box.

☒ Math Goal

70% of students will be proficient in math at the conclusion of the 2023-2024 school year.

☒ ELA Goal

75% of student will be proficient in ELA at the conclusion of the 2023-2024 school year.

☒ Other Goal (For example, SEL, Mental Health, Graduation Rates, Recruitment/Retention, Professional Development, Community and Family Engagement, etc.)

2023-2024 school year.

Q42.

Goal Action Plan, Part 2:

Identify what strategies/action steps will be used to support the achievement of the goals.

Describe a realistic and achievable timeline to achieve the goals.

Identify who is responsible to ensure the strategies/action steps are achieved.

Click the box and provide the text response for each applicable box.

☒ **Math Goal Strategies, Actions, Timelines, and Assignments**

1. Reduce the student/teacher ratio in grades K-8 to optimize math learning time.
2. Increase tutoring availability for any student that was not considered "proficient" in math from the statewide testing in the spring of 2021.

☒ **ELA Goal Strategies, Actions, Timelines, and Assignments**

1. Reduce the student/teacher ratio in grades K-8 to optimize ELA learning time with emphasis placed on Reading.
2. Increase tutoring availability for any student that was not considered "proficient" in Reading and/or Language Arts from the statewide testing in the spring of 2021.

☐ **Other Goal (For example, SEL, Mental Health, Graduation Rates, Recruitment/Retention, Professional Development, Community and Family Engagement, etc.) Strategies, Actions, Timelines, and Assignments**

Attendance/Absenteeism will be monitored monthly.

Q14. For which of the following student groups do you have a distinct Math goal? Choose all that apply.

- ☐ American Indian or Alaska Native
- ☐ Black or African American
- ☐ Hispanic
- ☐ MultiRacial
- ☐ White
- ☐ Free and Reduced Lunch
- ☐ Homeless
- ☐ Students with Disabilities
- ☒ None

Q63. For which of the following student groups do you have a distinct English Language Arts (ELA) goal? Choose all that apply.

- ☐ American Indian or Alaska Native
- ☐ Black or African American
- ☐ Hispanic
- ☐ MultiRacial
- ☐ White
- ☐ Free and Reduced Lunch
- ☐ Homeless
- ☐ Students with Disabilities
- ☒ None

Q64. For which of the following student groups do you have a distinct goal other than Math or ELA? Choose all that apply.

- ☐ American Indian or Alaska Native
- ☐ Black or African American

- ☐ MultiRacial
- ☐ White
- ☐ Free and Reduced Lunch
- ☐ Homeless
- ☐ Students with Disabilities
- ☒ None

Q15. Describe your Math goal for each identified student group.

This question was not displayed to the respondent.

Q16. Describe your ELA goal for each identified student group.

This question was not displayed to the respondent.

Q65. Describe your Other goal for each identified student group.

This question was not displayed to the respondent.

Q67. If you are planning to develop or use approaches that are novel to achieve your Math, ELA, or other goal, would you be willing to have the OPI share your approaches with state and federal entities? If so, please briefly describe your innovation below.

This question was not displayed to the respondent.

Q56. 4. Coordinating Funds

Identify other federal funding that you are coordinating with ARP ESSER funds to most effectively use funds to address student needs.

This question was not displayed to the respondent.

Q60. Did you coordinate ARP ESSER funds with other federal funds to address student needs?

- ☐ Yes
- ☒ No

Q57. Please select each type of federal funding you are coordinating with ARP ESSER funds to most effectively use funds to address student needs.

This question was not displayed to the respondent.

Q40. 5. Creating Safe and Healthy Learning Environments

Determine if ARP funds will be used to **implement prevention and mitigation strategies**, to the greatest extent practicable, in order to continuously operate schools for in-person learning.

This question was not displayed to the respondent.

Q12. If you are planning to use ARP ESSER funds for prevention and/or mitigation strategies, please select the evidence-based practices below and/or describe an additional practice in the Other box.

- ☐ Mental health supports
- ☐ Social emotional learning
- ☒ Academic support
- ☐ Extended learning/enrichment
- ☒ Hiring new staff and avoiding layoffs
- ☐ Meeting the nutritional needs of underserved students.
- ☐ Locating absent students and re-engaging disconnected youth
- ☒ Providing safe, healthy, inclusive learning environments.
- ☐ Activities to address the unique needs of at-risk populations.
- ☐ Developing and implementing procedures and systems to improve the preparedness and response efforts
- ☐ Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases
- ☒ Purchasing supplies to sanitize and clean the facilities
- ☐ Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.
- ☐ Purchasing educational technology (including hardware, software, and connectivity) that aids in regular and substantive educational interaction between students and their classroom instructors including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.
- ☐ School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.
- ☐ Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and nonmechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement
- ☐ Other (please identify in the box below)

Q68. If you are planning to develop or use approaches that are novel to implement prevention and mitigation strategies, would you be willing to have the OPI share your approaches with state and federal entities? If so, please briefly describe your innovation below.

This question was not displayed to the respondent.

Q47. 6. Addressing Lost Instructional Time

Act to **address lost instructional time** through the implementation of evidence-based interventions. The district must spend a minimum of 20% of ARP ESSER funds. The full implementation of the evidence-based interventions should be considered including personnel, materials, equipment, professional development, and expenses needed to meet the needs of students. Other evidenced-based practices may be utilized if the intervention meets one of the four tiers of evidence. Evidence-based practices may be found at OPI's Multi-Tiered Systems of Support page.

This question was not displayed to the respondent.

Q21. How do you plan to spend the required 20% set-aside to address lost instructional time? Choose all evidence-based practices that apply.

- ☐ Extended learning time
- ☐ Tribal/community engagement
- ☐ Wraparound academic/health/social services
- ☐ SEL learning supports
- ☐ Evidenced-based curriculum
- ☐ Accelerating learning through instructional approaches: In-school acceleration-Certified educators provide support for students within the classroom and grade-level work, using high-quality instructional materials, instructional strategies, and formative assessments.
- ☐ Accelerating learning through instructional approaches: Tutoring program-High-dosage tutoring provided consistently by well-trained tutors or educators at least 3 days per week for at least 30 minutes at a time in groups of five or fewer students.
- ☐ Accelerating learning through instructional approaches: Out-of-school time programs-Identified students, needing additional support before, and after the regular school days, as well as on weekends, and during school breaks.
- ☐ Accelerating learning through instructional approaches: Summer learning and enrichment: Summer learning programs, camps, community partnerships, work-based learning or community service that provide high-quality instructional and are designed to meet the social and emotional needs of student through engaging and enriching experiences.
- ☒ Access to and effective use of technology
- ☐ Engaging families in digital learning training and effectively using technology and platforms
- ☐ Administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiating instruction
- ☐ Providing information and assistance to parents and families on how they can effectively support students
- ☒ Tracking student attendance and improving student engagement provided by the school
- ☐ Using data about students opportunity to learn indicators to help target resources and support
- ☐ Professional Learning Communities
- ☐ Access to advanced coursework, dual enrollment, work-place learning, and/or internships
- ☐ Career, Technical, and Agricultural Education expenses (approved under Perkins Act)
- ☐ Distance/Remote Learning: connectivity (hot spots, outfitting buildings/buses with WiFi, other wireless, internet service, etc.), devices (laptops, tablets, etc.), printing costs for learning packets, instructional resources/tools, hardware, software, subscriptions, licenses, assistive technology or adaptive equipment, online learning platforms/learning management systems, other distance/remote learning costs
- ☒ Other (please identify in the box below)

We plan to reduce the student/teacher ratio in the K-8 classrooms by hiring additional teaching staff.

Q48. How do you plan to use the remaining 80% for the allowable uses of funds related to preventing, preparing for, and responding to COVID-19 as required by ESSER I, II, and III? See page 5 of the ARP ESSER Fact Sheet for more information. Choose all evidence-based practices that apply.

- ☐ Extended learning time
- ☐ Tribal/community engagement
- ☐ Wraparound academic/health/social services
- ☐ SEL learning supports
- ☐ Evidenced-based curriculum
- ☐ Accelerating learning through instructional approaches: In-school acceleration-Certified educators provide support for students within the classroom and grade-level work, using high-quality instructional materials, instructional strategies, and formative assessments.
- ☐ Accelerating learning through instructional approaches: Tutoring program-High-dosage tutoring provided consistently by well-trained tutors or educators at least 3 days per week for at least 30 minutes at a time in groups of five or fewer students.
- ☐ Accelerating learning through instructional approaches: Out-of-school time programs-Identified students, needing additional support before, and after the regular school days, as well as on weekends, and during school breaks.
- ☐ Accelerating learning through instructional approaches: Summer learning and enrichment: Summer learning programs, camps, community partnerships, work-based learning or community service that provide high-quality instructional and are designed to meet the social and emotional needs of student through engaging and enriching experiences.
- ☐ Access to and effective use of technology
- ☐ Engaging families in digital learning training and effectively using technology and platforms
- ☐ Administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiating instruction
- ☐ Providing information and assistance to parents and families on how they can effectively support students
- ☐ Tracking student attendance and improving student engagement provided by the school
- ☐ Using data about students opportunity to learn indicators to help target resources and support
- ☐ Professional Learning Communities
- ☐ Access to advanced coursework, dual enrollment, work-place learning, and/or internships
- ☐ Career, Technical, and Agricultural Education expenses (approved under Perkins Act)
- ☐ Distance/Remote Learning: connectivity (hot spots, outfitting buildings/buses with WiFi, other wireless, internet service, etc.), devices (laptops, tablets, etc.), printing costs for learning packets, instructional resources/tools, hardware, software, subscriptions, licenses, assistive technology or adaptive equipment, online learning platforms/learning management systems, other distance/remote learning costs
- ☐ Mental health supports
- ☒ Hiring new staff and avoiding layoffs
- ☐ Meeting the nutritional needs of underserved students
- ☒ Locating absent students and re-engaging disconnected youth
- ☐ Providing safe, healthy, inclusive learning environments
- ☐ Activities to address the unique needs of at-risk populations
- ☐ Developing and implementing procedures and systems to improve the preparedness and response efforts
- ☐ Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases
- ☒ Purchasing supplies to sanitize and clean the facilities

eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.

- ☐ Purchasing educational technology (including hardware, software, and connectivity) that aids in regular and substantive educational interaction between students and their classroom instructors including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.
- ☐ School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.
- ☐ Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and nonmechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement.
- ☐ Other (please identify in the box below)

Q70. If you are planning to develop or use approaches that are novel to address lost instructional time, would you be willing to have the OPI share your approaches with state and federal entities? If so, please briefly describe your innovation below.

This question was not displayed to the respondent.

Q49. 7. Supporting the Educator Workforce

Determine if ARP funds will be used to support and stabilize the educator workforce consistent with Section 2001 (e) (2) of the ARP Act.

This question was not displayed to the respondent.

Q51. How do you plan to use ARP funds to support and stabilize the educator workforce? Choose all that apply.

- ☐ Cover costs of offsetting the need to furlough or reduce the salaries of school-based staff
- ☐ Cover costs of bonuses for recruiting and retaining educators and support personnel
- ☐ Additional pay for additional work
- ☒ Class-size reduction
- ☒ Technology to support learning: enable students to learn anywhere and teachers to teach essential standards
- ☐ Additional professional development for school leaders, teachers, and staff (trainings, extended professional development days, programs, etc.)
- ☐ Staffing additional physical and mental health support staff (counselors, social workers)
- ☐ Other (please identify in the box below)

Q58.

Please provide the estimated number of jobs (FTEs) that have been or will be **created** by the school district through the district's planned use of ESSER III Funds.

Please provide the estimated number of jobs (FTEs) that have been or will be **retained** by the LEA through the LEA's planned use of ESSER III Funds.

2

Q69. If you are planning to develop or use approaches that are novel to support and stabilize the educator workforce, would you be willing to have the OPI share your approaches with state and federal entities? If so, please briefly describe your innovation below.

This question was not displayed to the respondent.

Q52. 8. Monitoring and Measuring Impact of ARP ESSER funds

This question was not displayed to the respondent.

Q53. How will the District monitor the impact of the ARP ESSER funded interventions or strategies, including but not limited to the 20% set-aside, to respond effectively to the academic, social, emotional, and mental health needs of all students, and particularly those students disproportionately impacted?

Student academic progress will be monitored weekly, in addition to traditional parent/teacher conferences and report cards. Any students falling below "proficient" levels will be recommended for additional tutoring.

Q23. Please indicate the type of data you are obtaining and using to monitor outcomes.

- ☒ Early Warning System
- ☒ Interim Formative Assessment
- ☐ Opportunities to Learn surveys
- ☒ Summative assessments
- ☒ Chronic absenteeism
- ☐ Student engagement
- ☐ Use of exclusionary discipline
- ☐ Advanced coursework
- ☒ Access to technology
- ☐ Educator PD on technology
- ☐ Access to and preparation of high-quality educators
- ☐ Access to mental health and nursing staff
- ☐ Student, parent, or educator surveys
- ☐ Per-pupil expenditures
- ☐ Classified and certified staff (numbers of positions or people)
- ☐ Summer, Afterschool, and ESY enrollment

☐ Student enrollment by Mode of instruction

☐ Student attendance by Mode of Instruction

☐ Other (please identify in the box below)

Q55. You have reached the end of the LEA ARP ESSER Plan Update Tool.

Please take a moment to verify that your plan is fully updated. This is your last opportunity to use the back buttons to update or edit your responses before submitting.

When you are ready to submit please respond to the items below to ensure that the OPI is able to process your submission.

This question was not displayed to the respondent.

Q77. Please select the statement below that accurately describes your role:

This question was not displayed to the respondent.

Q78. Please select the statement below that accurately describes this submission:

This question was not displayed to the respondent.

Q79. Please Sign Here

This question was not displayed to the respondent.

Location Data

Location: (48.1118927, -105.629303)

Source: GeoIP Estimation



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

MEETING DATE: 6-18-2024

AGENDA ITEM #: 28

AGENDA TITLE: Board Policy – 1st Reading

SUMMARY: I recommend the following changes to 5321 P(2) and adopting 5321F. This is the first reading and the second reading will be another opportunity to review and/or edit before adopting both of these suggested changes.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Walker					
Petersen					
Becker					
Steppler					
Fox					

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.

Procedure 5321-P(2): Leaves of Absence - Compensated Absence

Status: ADOPTED

Original Adopted Date: 02/01/2021 | Last Revised Date: 06/21/2022 | Last Reviewed Date: 06/21/2022

Certified Staff Compensated Absence Leave

The Culbertson School District recognizes the importance of having certified staff instructing students each day of the school year. Therefore, the District will establish policy to allow certified teachers to accrue and utilize compensated absence leave time.

Earning Compensated Absence Leave Time

Certified Teachers may earn compensated Absence Leave Time by voluntarily forgoing all or part of their preparation period to cover another teachers' class.

Utilizing Compensated Absence Leave Time

Compensated Absence Leave Time can be utilized in the same manner as personal leave.

Carry Over

Teachers may carry over up to thirty-two (32) hours of time from the conclusion of one school year to the start of the next school year. Any time remaining beyond the 32 hour carry over limit will be either paid to the certified employee at a rate equal to the certified staff substitute wage or donated to the District Sick Leave Bank, at the choice of the employee.

Any time remaining upon leaving the district will be forfeited.

returning

Excess Compensated Absence Election Form

Teacher Name: _____

Current School Year: _____

Compensated Absence Leave Balance (in minutes): _____

Policy 5321-P(2) allows for any time remaining beyond the 32-hour (1,920 minutes) carryover limit to be either paid to the certified employee at a rate equal to the certified staff substitute wage or donated to the District Sick Leave Bank.

Please choose one of the following options:

_____ I elect to receive my excess compensated absence over the limit as wages to be paid by June 30th at the rate equal to the certified staff substitute wage.

_____ I elect to donate my excess compensated absence over the limit to the District Sick Leave Bank.

Signature of Teacher

Date

For District Use Only

Date Received: _____

Excess Compensated Absence Leave for Pay or Donation: _____

District Clerk Signature

Date

5321 F

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.