

AGENDA
Board of Trustees
Columbia Falls School District Six
Regular Board Meeting
Monday, February 10, 2025
6:00 p.m.
School District Six Board Room

- 1. Call to Order**
- 2. Pledge to the Flag**
- 3. Approval of Agenda**
- 4. Consent Agenda.**
 - a. Approval of Board Meeting Minutes- Pgs. 1-19
 - b. Approval of January Bills
 - c. Approval of Investment Reports
- 5. Public Participation**
 - a. Student Body Representative
- 6. Reports**
 - a. Written
 - Elementary Principals – Pgs. 20-25
 - High School Principal – Pgs. 26-27
 - Curriculum Director – Pg. 28
 - Special Services Director – Pg.29
 - Board Standing Committees –See website for reports
 - b. Verbal
 - MTSBA Update – Barb Riley
 - Clerk / Business Manager – Dustin Zuffelato – Pgs. 30-32
 - Superintendent – Cory Dziowgo
 - Board Chair – Jill Rocksund
- 7. Action/Discussion Items:**
 - a. Discussion on uniform complaint decision.
 - b. Presentation of the Climate Survey results which closes Friday, February 7.
 - c. Consideration of the Portrait of a Learner. – Pg. 33
 - d. Consideration of changes to Policy #3141 – Out of District Enrollment on 1st of 2 readings. - Pgs. 34-37
 - e. Consideration of extension of the term of the superintendent contract effective July 1, 2025.
 - f. Review of the FY 2026 General Fund budget projection.
 - g. Consideration of Resolution 434 – Calling for an Elementary District Election. – Pg. 38
 - h. Consideration of Resolution 435 – Calling for a High School District Election. – Pg. 39
 - i. Consideration of the mail ballot plan:
 - Elementary District Election – Pgs. 40-42
 - High School District Election – Pgs. 43-45
 - j. Consideration of the attached Memorandum of Understanding - 2025 Election Procedures – Flathead County. – Pgs. 46-47
 - k. Consideration of the Multi District Participation Agreement with Montana Schools Unemployment Insurance Program 2024-2027. – Pgs. 48-57
 - l. Consideration of the addition of two AP courses that will be added to the high school course offerings: AP Seminar and AP Research. – pg. 58

8. Personnel

a. The superintendent has accepted the following resignations:

Jarrold Calabrese	Special Educ. Teacher – Glacier Gateway – end of SY 24-25
Paula Koch	Track Coach – Junior High School – end of SY 23-24
John Thompson	Assistant Principal – High School – Retirement end of SY 24-25

b. Consideration of the following hiring recommendations:

Jessica Burns	Special Educ. Para – Glacier Gateway
Teresa Hughes	Hot Lunch Site Building Lead
Karen Taylor	Hot Lunch Site Building Lead
Amanda King	Hot Lunch Site Building Lead
Angel McCarley	Hot Lunch Site Building Lead
Brad Parker	Bus Driver
Tary Middlesworth	Non-CDL Activity Bus Driver
Keegan Mackenstadt	Maintenance – High School
David Brett Crump	Assistant Wrestling Coach – High School
Alia Hanson	Mentor – High School
Wendy Bruce	PT Special Education Paraeducator – High School

c. Consideration of the following without cause termination:

Kayla Davis-Nelson	Hot Lunch Helper/Floater – 1/23/25
--------------------	------------------------------------

d. Consideration of the attached substitute hires: - Pg. 58

9. Miscellaneous and Future Planning:

- Chamber of Commerce Food Bank Donation Drive – 2/25-3/11
- Transportation Committee – February 12 at 5:30 PM – Canyon Elementary
- Schedule Long Range Planning Committee Meeting

10. Adjournment

**The next Regular Board Meeting will be held at 6:00 p.m.,
Monday, March 10, 2025, in the School District Six Board Room**

REGULAR MEETING
BOARD OF TRUSTEES
SCHOOL DISTRICT #6
NOVEMBER 11, 2024

Unofficial

The Regular Meeting of the Board of Trustees of School District Six was held at 6:00 P.M., Monday, November 11, 2024, in the Boardroom of the administration offices at 501 Sixth Avenue West, Columbia Falls, Montana.

PRESENT:

- Jill Rocksund Board Chair
- Barbara Riley..... Vice Chair
- Megan Upton Trustee
- Justin Cheff..... Trustee Via Google Meets
- Keri Hill Trustee
- Heather Mumby..... Trustee
- Amanda Pacheco..... Trustee
- Casey Heupel Trustee
- Cory Dziowgo..... Superintendent of Schools
- Dustin Zuffelato..... Business Manager/Clerk

Call to order at 6:01 P.M.

CALL TO ORDER

Motion by Upton, second by Hill, to approve the agenda as presented.
Public comment was requested and there was none.
Passed 8-0.

APPROVE AGENDA

Motion by Mumby, second by Heupel, to approve the consent agenda as follows:
Approve board meeting minutes.
Approve October bills.
Approve the investment report.
Student Activity Account Transfer.
Approve the 24-25 out-of-district student recommendations for Elementary District: 25-202, 25-203, 25-204
Public comment was requested and there was none.
Passed 8-0

APPROVE CONSENT AGENDA

Public Participation:

Approximately five (5) people participated in the meeting remotely via Google Meets.
Approximately nineteen (19) people attended the meeting in person.

PUBLIC PARTICIPATION:

Student Body President, Kanen Brickert, and Student Body Vice President, Taryn Borgen, updated the Board with the ongoings at the High School. They reviewed the Veterans Day Assembly, the roof project, and fall sports accomplishments.

Written Reports:

The Elementary School Principals provided the Board with written reports.

REPORTS:

Unofficial

High School Principal, Joshua Gibbs, provided the Board with a written report.

Curriculum Director, Mark McCord, provided the Board with a written report.

Committees provided the Board with written reports.

Verbal Reports:

Trustee Barbara Riley provided the Board with the recent proceedings of the Consortium of State School Board Associations (COSSBA) and the Montana School Board Association (MTSBA). MCEL conference was in October, and the content was decent. One that was of interest was the Renaissance student assessment software. Now moving into preparing for the state legislative session and the MTSBA will be posting updates on sessions. Kris Goss at MTSBA took a position with Carroll College and will be leaving his current position. MTSBA will be hiring someone to replace him. John Doran from the Montana State Insurance Alliance (MTSIA) met with the District's insurance committee. Mr. Dziowgo and Mr. Zuffelato will be meeting with Mr. Doran at the Northwest Superintendent's meeting in November.

District Business Manager/Clerk provided the Board with a written report. The Board will be making decisions soon on whether to move to the state trust or stay self-funded. MTSIA sounds like a favorable program, but definitely something to consider. Received final billings from Swank. Working through a retainage of the funds to cover punchlist items. The project started with ESSER money, then the levy and finally an insurance claim. Currently the District is at a positive balance, but used the entire 2.7 million voted for in May. The biggest obstacle is the heating system replacement and knowing how much the insurance will cover with the remaining being the districts responsibility.

Superintendent Cory Dziowgo will report further down the agenda.

Board Chair Jill Rocksund is attending the legislature forum on December 5, 2024, and will report back in January.

ACTION / DISCUSSION ITEMS:

REVIEW OF THE
PARKSIDE CREDIT
UNION RUN WILD
BENEFIT FOR JUNIOR
HIGH FCS
DEPARTMENT

Action/Discussed Items:

Review of the Parkside Credit Union Run Wild benefit for the Junior High Family and Consumer Science classroom by Teacher Derek Andrews. Mr. Andrews is in his third year at the FCS position. The equipment in the classroom was originally purchased when the Junior High was constructed in 2001, and is getting old. Mr. Andrews, with fellow teacher Senora Koch, worked on grants and donations for new cookware. Parkside sponsored a fun run to support the District. In total over \$20,000 was raised. The Junior High received six new ovens, microwaves, and ADA oven, washer and dryer, and two fridges. The remaining funds were shared with Lend a Hand and the Boys & Girls Club.

FULBRIGHT
ADVENTURES IN
URUGUAY PRESEN-
TATION BY PAULA
KOCH

Presentation of the Fulbright Adventures in Uruguay by Teacher Paula Koch. Senora Koch shared her experience and photos of the ten weeks of collaborative learning, a trip to Washington D.C. and a month in Uruguay.

Unofficial

Superintendent Dziowgo reviewed the District hiring practices and substitute fill rates.

REVIEW OF DISTRICT
HIRING PRACTICES
BY SUPERINTENDENT
DZIWGO

MOTION TO APPROVE
RESOLUTION 433

Motion by Mumby, second by Pacheco, to approve Resolution 433 – Disposal of Abandoned, Obsolete and Undesirable Property.

Public comment was requested and there was none.

Passed 8-0.

Motion by Mumby, second by Riley, to approve the following Transportation Committee recommendations:

MOTION TO APPROVE
TRANSPORTATION
COMMITTEE
RECOMMENDATIONS

Route changes: Route 11 changed to 56 miles per day. Route 20 was changed to 13 miles per day. Route 26 was changed to 106.6 miles per day. Route 27 was changed to 72.5 miles per day. Route 35 was changed to 78 miles per day.

Activity bus acquisition – FY26 Bus Depreciation Fund Budget.

Trade-in/dispose of Bus 40 – 2010 activity bus

Public comment was requested and there was none.

Passed 8-0.

Motion by Riley, second by Upton, for consideration of the following Health Insurance Committee recommendations

MOTION TO APPROVE
HEALTH INSURANCE
COMMITTEE
RECOMMENDATIONS

Approve partnering with Sqwire – financial wellness.

Public comment was requested and there was none.

Passed 8-0.

Motion by Heupel, second by Pacheco, to approve to establish Student Activity Accounts 142 – Class of 2028

MOTION TO APPROVE
ESTABLISHING
STUDENT ACTIVITY
ACCOUNTS 142 & 143

143 – Class of 2027.

Public comment was requested and there was none.

Passed 8-0.

Motion by Mumby, second by Heupel, to approve the consideration of Extended Learning Opportunities purchases. The High School conducted summer/fall classes for the vocational program. ESSER funds will be used to purchase equipment for the program including a CNC Plasma Table and desktop mills.

MOTION TO APPROVE
THE EXTENDED
LEARNING
OPPORTUNITIES
PURCHASES

Public comment was requested and there was none.

Passed 8-0.

Personnel:

PERSONNEL:

The Board acknowledged the following resignations previously accepted by the Superintendent: Christopher Grau – Director of IT; Trey Buckallew – Assistant Mechanic; Austin Green – High School Social Studies Teacher and Assistant Baseball Coach.

Unofficial

MOTION TO APPROVE
ELEMENTARY HIRING
RECOMMENDATIONS

Motion by Upton, second by Hill, to approve the following Elementary District hiring recommendations: Rhonda Thornberry – Ruder Elementary Special Education Para-educator; Jessica Culver – Ruder Elementary Special Education Paraeducator; Theodore Miller – Junior High Boys’ Basketball Coach.
Public comment was requested and there was none.
Passed 7-0.

MOTION TO APPROVE
HS AND DISTRICT-
WIDE HIRING
RECOMMENDATIONS

Motion by Heupel, second by Pacheco, to approve the following High School/District Wide hiring recommendations: Destiny Davis – Hot Lunch Helper/Floater; Cory Dzio- wgo – Non CDL Activity Bus Driver; Shelby Stephen – High School Special Education Paraeducator; Jessica Moultray – High School Key Club Advisor.
Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
SUBSTITUTE HIRING
RECOMMENDATIONS

Motion by Riley, second by Upton, to approve the substitute hiring recommendations.
Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
OUT-OF-STATE
STUDENT BAND
TRAVEL

Motion by Riley, second by Pacheco, to approve out-of-state travel request for Josh Forke and the Columbian Jazz Band – Spokane Falls Community College, November 22-23, 2024 – Student Funded; Josh Forke and the Wind & Percussion Ensembles – Seattle, WA, April 24-27, 2025, - Student Funded. Public comment was requested and Mr. Forke spoke about the two band trips, one going to Spokane for festivals and the second April trip gets students out of valley, working with a college, jazz club, underground Seattle Tour. Both trips are student funding from selling cookie dough and email marketing in January. There will be two concerts that will charge admissions to use. Wind Ensembles will have 42 students (36 going on the trip) There is a hope to take donations to spread money to students less fortunate.
Passed 8-0.

MISCELLANEOUS
AND FUTURE
PLANNING

Miscellaneous and Future Planning:

Evaluation’s deadline is December 18, 2024.

Insurance Committee Meeting is December 18, 2024, at 4:00 P.M.

MEETING
ADJOURNED

As there was no further business to come before the Board, Chair Rocksund adjourned the meeting at 7:19 P.M.

Board Chair

Business Manager/Clerk

SPECIAL MEETING
BOARD OF TRUSTEES
SCHOOL DISTRICT #6
NOVEMBER 25, 2024

Unofficial

The Special Meeting of the Board of Trustees of School District Six was held at 12:00 P.M., Monday, November 25, 2024, in the Boardroom of the administration offices at 501 Sixth Avenue West, Columbia Falls, Montana.

PRESENT:

Jill Rocksund.....	Board Chair	Via Google Meets
Barbara Riley	Vice Chair	
Megan Upton	Trustee	
Justin Cheff	Trustee	
Heather Mumby	Trustee	Via Google Meets
Amanda Pacheco.....	Trustee	Arrived 12:05 P.M.
Casey Heupel.....	Trustee	
Cory Dziowgo.....	Superintendent of Schools	

ABSENT:

Keri Hill.....Trustee
Dustin ZuffelatoBusiness Manager/District Clerk

Call to order at 12:00 P.M.

CALL TO ORDER

Motion by Heupel, second by Riley, to approve the agenda as presented.
Public comment was requested and there was none.
Passed 6-0

APPROVE AGENDA

Public Participation:
There was no public in attendance.

PUBLIC PARTICIPATION:

Amanda Pacheco Arrived.

Action/Discussion Items:

ACTION / DISCUSSION ITEMS

The District has been working to execute covenants for the Glacier Gateway Elementary property that was conveyed to Ruis back in 2022. During the Spring 2024, the District discovered the covenants were not included in the buy-sell agreement that was executed back in 2022. The District drafted these proposed covenants but could not obtain a response from Ruis in an effort to get them executed. The draft version varies slightly from the version the School Board approved back in 2022. Ruis recently contacted the District as they would like to convey the property to the Boys and Girls Club and thus want to execute these covenants in advance of a property title exchange. The Special Meeting was conducted so the District can execute these documents prior to the conveyance of the property from Ruis to the Boys and Girls Club.

Motion by Riley, second by Mumby, to approve Covenants, Conditions, and Restrictions for the old Glacier Gateway Elementary – Ruis Property.

The covenants will be filed with the property title to protect the District.

Public comment requested and there was none.

MOTION TO APPROVE THE COVENANTS, CONDITIONS, AND RESTRICTIONS FOR THE OLD GG ELEMENTARY.

Passed 6-0.

MOTION TO APPROVE
THE RIGHT OF FIRST
REFUSAL FOR OLD
GLACIER GATEWAY
ELEMENTARY - RUIS
PROPERTY

Motion by Cheff, second by Upton, to approve the Right of First Refusal for the old Glacier Gateway Elementary – Ruis Property.
Public comment requested and there was none.
Passed 6-0.

MOTION TO NOT
EXERCISE THE RIGHT
OF FIRST REFUSAL OF
OLD GLACIER GATE-
WAY PROPERTY

Motion by Riley, second by Mumby, to not exercise the Right of First Refusal for the old Glacier Gateway Elementary – Ruis Property. The property is not of value to the District at this time and they would not like to purchase the property at the current fair value.
Public comment requested and there was none.
Passed 6-0.

MOTION TO APPROVE
ESSER II SCOPE
DOCUMENT - LARGE
PROJECTS/PURCHASES

Motion by Mumby, second by Pacheco, to approve ESSER II Scope Document – large projects/purchases – Canyon Elementary parking lot asphalt repair. Projects were finished a few years ago, but OPI is looking for Board Approval for ESSER compliance reporting. All ESSER monies have been spent.
Public comment requested and there was none.
Passed 6-0.

MISCELLANEOUS
AND FUTURE
PLANNING

Miscellaneous and Future Planning:
Regular Board Meeting – Monday, December 9, 2024 – 6:00 P.M. – Admin Board Room

MEETING
ADJOURNED

As there was no further business to come before the Board, Chair Rocksund adjourned the meeting at 12:21 P.M.

Board Chair

Business Manager/Clerk

SPECIAL MEETING
BOARD OF TRUSTEES
SCHOOL DISTRICT #6
DECEMBER 9, 2024

Unofficial

The Regular Meeting of the Board of Trustees of School District Six was held at 6:00 P.M., Monday, December 9, 2024, in the Boardroom of the administration offices at 501 Sixth Avenue West, Columbia Falls, Montana.

PRESENT:

Jill Rocksund Board Chair
Barbara Riley Vice Chair
Megan Upton..... Trustee
Justin Cheff..... Trustee
Keri Hill..... Trustee
Heather Mumby..... Trustee
Amanda Pacheco Trustee
Casey Heupel..... Trustee
Cory Dziowgo Superintendent of Schools
Dustin Zuffelato Business Manager/Clerk

Call to order at 6:00 P.M.

CALL TO ORDER

Motion by Heupel, second by Cheff, to approve the agenda as presented.
Public comment was requested and there was none.
Passed 8-0.

APPROVE AGENDA

Motion by Upton, second by Hill, to approve the consent agenda as follows:
Approve November bills.
Approve the investment report.
Public comment was requested and there was none.
Passed 8-0

APPROVE CONSENT
AGENDA

Public Participation:
Approximately six (6) people participated in the meeting remotely via Google Meets.
Approximately fifteen (15) people attended the meeting in person.

PUBLIC
PARTICIPATION:

Student Body Representatives, Rafe Rusche, talked about the new Bleed Blue logos for student tee-shirts, the upcoming winter assembly, and that all teachers have new wooden name signs for the classrooms. The Special Olympics team has twenty athletes participating in the Holiday Bowl. The holiday band and choir concerts are coming up before the break, as well as the Jazz Café. Junior Azreal Lara has won the Junior World Finals Senior Bareback Championship for the second year in a row.

Written Reports:
The Elementary School Principals provided the Board with written reports.

REPORTS:

High School Principal, Joshua Gibbs, provided the Board with a written report.

Unofficial

Special Education Director, Michelle Swank, provided the Board with a written report.

Curriculum Director, Mark McCord, provided the Board with a written report.

Committees provided the Board with written reports on the District's Website.

Verbal Reports:

Trustee Barbara Riley provided the Board with the recent proceedings of the Consortium of State School Board Associations (COSSBA) and the Montana School Board Association (MTSBA). "The Great Work of Montana's Public Schools" handout was shared from the MCEL Conference. The publication is preparation for the upcoming State Legislative session. School related groups are working on language for new bills to be presented during the session. The Montana School Insurance Alliance plan needs to be approved by the State Insurance Commission. The original law authorizing this new statewide health insurance program may have new bills proposed to provide amendments making it possible to accomplish the objectives and realize the forty million dollars startup fund appropriated. The plan currently needs one hundred fifty districts and twelve thousand covered lives to get going. The group will start meeting with districts in January 2025.

District Business Manager/Clerk provided the Board with a written report. Mr. Zuffelato reminded trustees that are up for reelection that the deadline to turn in applications is March 27, 2025. Trustees Casey Heupel, Heather Mumby, and Justin Cheff are up for reelection. The transportation department has had some recent resignations that has refueled a contingency plan. The District is trying to work through the rough spots and will come up with alternative options to transport students to school and activity trips. Details should be considered by the Transportation Committee.

Superintendent Cory Dziowgo attended the legislative summit conducted in Kalispell and there were over fifty individuals in attendance. The main takeaway is that as many public education supporters as possible need to be in Helena. The High School lights are going up on the first floor. Floor coverings have a lot of damage and one room still needs to be abated. The District is still working with the insurance company regarding the condition of the lockers as they were damaged when removed and re-installed. The Transportation Committee needs to meet to come up with contingency plans and the Policy Committee needs to chat about the out-of-district attendance policy.

Board Chair Jill Rocksund had nothing to report in this meeting.

ACTION/
DISCUSSION ITEMS:
MTSS PRESENTATION

Action/Discussed Items:

Presentation on MTSS (Multi-Tiered System of Supports) was conducted by Curriculum Director Mark McCord, School Psychologist Trina Crowe and Teacher Dana Shields. The District is implementing a system level change to provide academic and behavior support to all students.

Unofficial

Motion by Mumby, second by Riley, to approve the snow removal agreement with TS Spraying and Snow Removal LLC for the High School.

Public comment was requested and TS Spray owner Mr. Turner addressed the Board with the details about his business and experience serving other schools in Bozeman and Belgrade.

Passed 8-0.

MOTION TO APPROVE THE SNOW REMOVAL AGREEMENT WITH TS SPRAYING AND SNOW REMOVAL LLC

Personnel:

The Board acknowledged the following resignations previously accepted by the Superintendent: Jessica Hancock – Ruder Special Education Paraeducator; Andrea Rogers – Dispatcher; Kurt Rogers – Bus Driver; Dawn Garwood – Hot Lunch Helper; Rachel Burke – High School Drama Coach; Tracy McDowell – High School Assistant Drama Coach; Doug Dougherty – High School Maintenance; Trey Buckallev – Assistant Wrestling Coach

PERSONNEL:

Motion by Cheff, second by Upton, to approve the following High School/District Wide hiring recommendations: Jenasis Falbogart – Part-Time Custodian; Johnny Carmona – Custodian; Dawn Garwood – Custodian; Jewel Huntsman – Hot Lunch Helper/Floater; Heather Ronne – Hot Lunch Helper/Floater; Aaron Wiersma – Director of IT; Kristina Counts – CDL Activity Bus Driver; Trey Buckallev – CDL Activity Bus Driver

Public comment was requested and there was none.

Passed 8-0.

MOTION TO APPROVE HS AND DISTRICT-WIDE HIRING RECOMMENDATIONS

Motion by Upton, second by Cheff, to approve the substitute hiring recommendations.

Public comment was requested and there was none.

Passed 8-0.

MOTION TO APPROVE SUBSTITUTE HIRING RECOMMENDATIONS

Miscellaneous and Future Planning:

MTSBA Collective Bargaining Training – December 17, 2024 – 1:00 P.M. to 5:00 P.M.

Health Insurance Committee Meeting – December 18, 2024 – 4:00 P.M.

Policy Committee Meeting – January 8, 2025 – 4:00 P.M.

Transportation Committee will check with West Glacier School District for a time that works to continue discussions regarding the Byrd Contract.

Superintendent Evaluation Meeting will be after the Regular Board Meeting, in executive session, on January 13, 2025.

MISCELLANEOUS AND FUTURE PLANNING:

As there was no further business to come before the Board, Chair Rocksund adjourned the meeting at 6:59 P.M.

MEETING ADJOURNED

Board Chair

Business Manager/Clerk

SPECIAL MEETING
BOARD OF TRUSTEES
SCHOOL DISTRICT #6
JANUARY 10, 2025

Unofficial

The Special Meeting of the Board of Trustees of School District Six was held at 12:00 P.M., Friday, January 10, 2025, in the Boardroom of the administration offices at 501 Sixth Avenue West, Columbia Falls, Montana.

PRESENT:

Jill Rocksund Board Chair
Barbara Riley Vice Chair Via remote technology
Justin Cheff Trustee Via remote technology
Casey Heupel Trustee
Amanda Pacheco Trustee
Heather Mumby Trustee Via remote technology
Cory Dziowgo Superintendent of Schools
Dustin Zuffelato Business Manager/Clerk

ABSENT:

Keri Hill Trustee
Megan Upton Trustee

Chair Rocksund called the meeting to order at 12:02 PM

Motion by Heupel, second by Pacheco, to approve the agenda as presented.
Public comment was requested and there was none.
Passed 6-0

Public Participation:
None

Action/Discussion Items:

The Board considered a grant application for Advanced Opportunities. OPI notified the District at the end of December regarding this grant opportunity. The deadline to apply is January 13, 2025. The funds were appropriated during the 2023 legislative session via House Bill 257. If the grant application is approved, the Elementary District would be eligible for FY 2026 funding based on current law of 4.5% of the Quality Educator Entitlement which is approximately \$21,000. The High School District would receive 30% of this entitlement or approximately \$58,000. Allowable expenses to provide advanced opportunities for students include dual credit tuition, exam fees, advanced placement, and out of school enrichment activities that advance the pupils opportunity for post secondary and educational success.

Motion by Heupel, second by Pacheco, to approve the Advanced Opportunities Grant Application for the High School District.
Passed 6-0

Motion by Pacheco, second by Riley, to approve the Advanced Opportunity Grant Application for the Elementary District. Passed 5-0

CALL TO ORDER

APPROVE AGENDA

PUBLIC PARTICIPATION:

ACTION / DISCUSSION ITEMS

MOTION TO APPROVE THE ADVANCED OPPORTUNITIES GRANT APPLICATION FOR THE HS DISTRICT

MOTION TO APPROVE THE ADVANCED OPPORTUNITIES GRANT APPLICATION FOR THE ELEM DISTRICT

Unofficial

MISCELLANEOUS
AND FUTURE
PLANNING

Miscellaneous and Future Planning:

Regular Board Meeting – January 13, 2025 6:00 P.M.

Superintendent Dziowgo informed the Board that a uniform complaint regarding the ROMBI Foundation filed in accordance to policy 1700 may be appealed to the Board.

Trustee Riley noted that the Montana High School Association is conducting their annual meeting on January 19th to consider proposals to amend bylaws. Trustee Riley recommended the Board review these proposals in advance during the upcoming regular board meeting.

MEETING
ADJOURNED

As there was no further business to come before the Board, Chair Rocksund adjourned the meeting at 12:14 P.M.

Board Chair

Business Manager/Clerk

REGULAR MEETING
BOARD OF TRUSTEES
SCHOOL DISTRICT #6
JANUARY 13, 2025

Unofficial

The Regular Meeting of the Board of Trustees of School District Six was held at 6:00 P.M., Monday, January 13, 2025, in the Boardroom of the administration offices at 501 Sixth Avenue West, Columbia Falls, Montana.

PRESENT:

- Jill Rocksund Board Chair
- Barbara Riley Vice Chair
- Megan Upton Trustee
- Justin Cheff Trustee
- Keri Hill Trustee
- Heather Mumby Trustee
- Amanda Pacheco Trustee
- Casey Heupel Trustee
- Cory Dziowgo Superintendent of Schools
- Dustin Zuffelato Business Manager/Clerk

Call to order at 6:00 P.M.

CALL TO ORDER

Motion by Upton , second by Heupel, to approve the agenda as presented.
Public comment was requested and there was none.
Passed 8-0.

APPROVE AGENDA

Motion by Mumby, second by Cheff, to approve the consent agenda as follows:
Approve December bills.
Approve the investment report.
Public comment was requested and there was none.
Passed 8-0

APPROVE CONSENT
AGENDA

Public Participation:

PUBLIC
PARTICIPATION:

Approximately five (5) people participated in the meeting remotely via Google Meets.
Approximately seventeen (17) people attended the meeting in person.

Freshman Class Representatives, Chloe Kinsella, Ava Anderson, and Ella Branstetter, updated the Board on activities in the High School. Winter sports are keeping students busy, first semester finals are the week of January 21-24, 2025, and Bleed Blue Week is scheduled for the last week in February.

High School Teacher, Jeanette Price, wanted to address the Board regarding "how we treat one another within the District". As the information was personal, Chair Rocksund requested restraint to protect the privacy rights of the individual.

Unofficial

REPORTS:

Written Reports:

The Elementary School Principals provided the Board with written reports.

High School Principal, Joshua Gibbs, provided the Board with a written report.

Curriculum Director, Mark McCord, provided the Board with a written report.

Committees provided the Board with written reports on the District's Website.

Verbal Reports:

Trustee Barbara Riley provided the Board with the recent proceedings of the Consortium of State School Board Associations (COSSBA) and the Montana School Board Association (MTSBA). The winter board meeting has been completed. Trustee Riley recommended the District remain engaged through MTSBA updates and watch the bill tracking website. The state senate did not meet last week because of complications on the floor and hopefully it gets going this week. The coalition has five bills in draft form. A bill to address the inflation cap issue is being heard in committee. The governor's budget includes many items pertaining to public schools. The state insurance commissioner denied the first proposal from the statewide health insurance trust with approximately seven pages of questions to be answered. All of the state representatives that drafted the law regarding the formation of the insurance plan conducted a meeting with the Insurance Commissioner and the plan now appears to be in good standings. The alliance is still on track to present proposals and receive decisions from Districts to participate prior to June 2025. January 29, 2025, is public education advocacy day at the state capital. Reviews will happen in the morning and then public education committees meet in the afternoon. These meetings will also be available on Zoom. There may be another day scheduled in the month of March to focus on education.

District Business Manager/Clerk provided the Board with a written report. Mr. Zuffelato added to his report some future planning. The annual school election is scheduled for May 6, 2025. Trustees whose terms are expiring are Casey Heupel, Justin Cheff, and Heath Mumby. The Board of Trustees will consider a resolution to call for elections during the February Board meeting and then start working through the process. There are a lot of financial implications contingent on the state legislature. The operating levy election can be moved from May to another date as the annual school election is scheduled during a legislative session. The High School roof replacement and HVAC projects are getting close to being finalized; the HVAC project was able to release \$75,000 of contingency funds, and there are a few items on the punch list that require warmer weather and thus are scheduled to be completed in the spring and summer. Retainage will be withheld until these final punch list items are completed. Swank agreed to replace the 2nd floor tile in the hallway, which will require retainage funds to be withheld from the roof project. Finally, the restoration project will see some floors and lockers being taken care of this summer.

Unofficial

Superintendent Cory Dziowgo recommended the District formally consider a remodel bond for the High School. This is a good time to see what we need for students as a learning space. This will not be on the May ballot, but something down the road. The District has made great improvements on the classroom wing, but now the rest of the building will need attention. The annual Montana High School Association (MHSA) is next week and the Board took the opportunity to provide Troy Bowman, High School Activities Director, for guidance on how to vote on the six upcoming proposals. The first proposal does not impact Columbia Falls and is for smaller Class B and Class A district. The transfer proposal is hard to evaluate with the open enrollment policy and does not allow the eligibility in activities for students. The third proposal is moving to the NIL rule that is a mirrored policy to many surrounding states. The last proposal is about the two-year physical and Mr. Bowman is a member of that committee. The hope is that it will push students to see their primary care physicians to get a more extensive exam and not get rushed through mass physicals that can see up to one hundred students in a short time. The Board agreed to let Mr. Bowman use his conscience and vote how he thinks would be best for the District.

Board Chair Jill Rocksund had nothing to report at this time.

Action/Discussed Items:

Superintendent Dziowgo presented year to date details concerning the Community Eligibility Provision (CEP) program. The program provides free breakfasts and lunches to all students with no applications or burden on families to provide financial information. The lunch department is making strides to provide more high quality foods, and to give food choices to students to allow for better participation. In the month of December, an average of 230 lunches per day were served at the High School, compared to 155 last year and 193 at the beginning of the current year. An option of grab-and-go meals are available in the lobby, allowing students to not have to stand in line and can still take advantage of the open campus policy. The average increase for breakfast over all of the schools is at 37% and lunch is up 38%. If the increase holds until the end of the school year, the federal revenue should increase to a point that covers the lost of paid meal revenue. One major challenge is the cost of food continuing to rise which causes the program expenses to increase.

Superintendent Dziowgo reviewed the Flathead County Schools 2025 Statistical Report. The Board reviewed the annual report compiled by the County Superintendent. Total county-wide enrollment is down from last school year, but over the last ten years the Cfalls School District is up almost 7%. At this time it is unknown how the open enrollment policy will change the numbers.

The Board considered the policy changes recommended by the Policy Committee. Motion by Mumby, second by Cheff, to approve changes to Policy #2320 - Field Trips, Excursions and Outdoor Education.

The changes require field trips out of state or country to be approved by the Board in advance.

ACTION /
DISCUSSION ITEMS:
COMMUNITY
ELIGIBILITY PROGRAM
UPDATE

REVIEW OF THE 2025
FLATHEAD COUNTY
STATISTICAL REPORT

REGULAR MEETING

JANUARY 13, 2025

PAGE 4

Unofficial

MOTION TO APPROVE
RECOMMENDED
CHANGES TO POLICY
#2320

Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
HS ROOF
RESTORATION
PROJECT AGREEMENT
WITH DIAMOND
PLUMBING

Motion by Riley, second by Upton, to approve the High School Roof Restoration Project HVAC Agreement with Diamond Plumbing as presented. The agreement requires the contractor to install all of the univents prior to March 14, 2025.
Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
HS ROOF
RESTORATION
PROJECT AGREEMENT
WITH ELECTRO
CONTROLS

Motion by Upton, second by Cheff, to approve the High School Roof Restoration Project HVAC Agreement with Electro Controls. Business Manager Zuffelato noted that recent discussions with Electro late last week indicated they would like to amend the terms of the completion date to provide flexibility concerning the timeline that is controlled by Diamond Plumbing. Specifically, the univents must be installed by Diamond Plumbing prior to electro controlling the schedule to complete the control installations. The Board consensus was to allow the contract to be amended to facilitate a different completion date negotiated by the District administration team.
Public comment was requested and there was none.
Passed 8-0.

MOTION TO APPROVE
FACILITY USE AGREE-
MENT WITH U OF M
TO HOLD MOTOR-
CYCLE RIDER SAFETY
PROGRAM

Motion by Riley, second by Pacheco, to approve the facility use request for U of M to hold their Motorcycle Rider Safety Program – 2025 in the Junior High parking lot.
Public comment was requested and there was none.
Passed 8-0.

PERSONNEL:

Personnel:

The Board acknowledged the following resignations previously accepted by the Superintendent: Brian Dompf – District Mechanic; Tanya DeShaw – District Custodian; Caitlin Bloom – District Food Service.

MOTION TO APPROVE
ELEMENTARY HIRING
RECOMMENDATIONS

Motion by Mumby, second by Upton, to approve the following Elementary District hiring recommendations: Alisa McMunn – Ruder Elementary Special Education Paraeducator; Ashley Thomas-Meager – Junior High Special Education Paraeducator; David Brothwell – Junior High Custodian.
Public comment was requested and there was none.
Passed 7-0.

MOTION TO APPROVE
HS AND DISTRICT-
WIDE HIRING
RECOMMENDATIONS

Motion by Heupel, second by Cheff, to approve the following High School/District Wide hiring recommendations: Amanda Bjornrud – Hot Lunch Helper/Floater; Emily Hackethorn – Non CDL Activity Bus Driver; Troy Bowman – Non CDL Activity Bus Driver; Teresa Hughes – Part-time Dispatcher; Dawn Boutwell – Part-time Dispatcher; Raylee LaRocque – Bus Monitor; Ron LaTray – High School Assistant Wrestling Coach; Nicolas Edlund – High School Assistant Football Coach; Michelle Woodard – High

REGULAR MEETING

JANUARY 13, 2025

PAGE 5

Unofficial

School Assistant Softball Coach; Connor Werdel – High School Social Studies Teacher
Public comment was requested and there was none.

Passed 8-0.

Motion by Cheff, second by Hill, to approve the substitute hiring recommendations.
Public comment was requested and there was none.

Passed 8-0.

Motion by Riley, second by Upton, to approve the following out-of-state travel requests.
Alia Hanson – Northwest Council for Computer Education Annual Conference – February 14-16, 2025 – Seattle WA.

Derek Andrews – Montana State Family Consumer Science Conference – April 23-25, 2025 – Helena, MT.

Paula Koch – Teaching English to Speakers of Other Languages (TESOL) International Convention – March 18-21, 2025 – Long Beach, CA.

Hilary Ypma – Teaching English to Speakers of Other Languages (TESOL) International Convention – March 18-21, 2025 – Long Beach, CA.

Jeanette Price – Teaching English to Speakers of Other Languages (TESOL) International Convention – March 18-21, 2025 – Long Beach, CA.

Zulma Fernandez – Teaching English to Speakers of Other Language (TESOL) International Convention – March 18-21, 2025 – Long Beach, CA.

All travel will be through the Professional Development Grant process.

Public comment was requested and there was none.

Passed 8-0.

Miscellaneous and Future Planning:

Meeting with Logan Health – January 21, 2025 – 12:30 P.M. – Administration Conference Room.

Transportation Committee Meeting – January 21, 2025 – 5:00 P.M.

Health Insurance Committee – January 22, 2025 – 4:00 P.M.

Superintendent Dziowgo updated the Board regarding an issue that is working its way through the uniform complaint procedure. The complaint may result in a Board hearing sometime in February.

Executive Session – Superintendent Evaluation:

As the individual's right to privacy exceeds the public's right to know, Chair Rocksund called the meeting into executive session at 7:15 P.M. to conduct the annual Superintendent Evaluation.

Open meeting resumed at 8:54 P.M.

Motion by Cheff, second by Heupel, to approve the minutes from the executive session.

MOTION TO APPROVE
SUBSTITUTE HIRING
RECOMMENDATIONS

MOTION TO APPROVE
OUT-OF STATE
TRAVEL REQUESTS

MISCELLANEOUS
AND FUTURE
PLANNING:

EXECUTIVE SESSION

MOTION TO APPROVE
EXECUTIVE SESSION
MEETING MINUTES

REGULAR MEETING

JANUARY 13, 2025

PAGE 6

Unofficial

Public comment was requested and there was none.
Passed 8-0.

As there was no further business to come before the Board, Chair Rocksund adjourned the meeting at 8:54 P.M.

MEETING
ADJOURNED

Board Chair

Business Manager/Clerk

SPECIAL MEETING
BOARD OF TRUSTEES
SCHOOL DISTRICT #6
JANUARY 27, 2025

Unofficial

The Special Meeting of the Board of Trustees of School District Six was held at 6:00 P.M., Monday, January 27, 2025, in the Boardroom of the administration offices at 501 Sixth Avenue West, Columbia Falls, Montana.

PRESENT:

- Jill Rocksund..... Board Chair
- Barbara Riley Vice Chair
- Megan Upton..... Trustee
- Justin Cheff Trustee
- Amanda Pacheco..... Trustee
- Casey Heupel Trustee via phone
- Cory Dziowgo..... Superintendent of Schools
- Dustin Zuffelato Business Manager/Clerk

ABSENT:

- Heather Mumby..... Trustee
- Keri Hill Trustee

Call to order at 6:00 P.M. by Chair Rocksund.

CALL TO ORDER

Motion by Upton, second by Cheff, to approve the agenda as presented.
Public comment was requested and there was none.
Passed 6-0.

APPROVE AGENDA

Public Participation:
Chair Rocksund requested public participation. There was none.

PUBLIC PARTICIPATION:

Action/Discussion Items:
The Board considered admitting out of district student 25-205.
Motion by Riley, second by Upton, to admit student 25-205 for the remainder of school year 2024/25.
Public comment was requested and there was none.
Passed 5-0.

ACTION / DISCUSSION ITEMS:
MOTION TO APPROVE OUT-OF-DISTRICT ATTENDANCE FOR STUDENT 25-205

Executive Session:
The Board considered an expulsion of student 25-01.

EXECUTIVE SESSION:

As the individuals right to privacy outweighs the publics right to know, Chair Rocksund called the meeting into Executive Session at 6:02 P.M.

Open Meeting resumed at 6:47 P.M.
The Board considered the Executive Session Meeting Minutes.

BOARD RECONVENES

SPECIAL MEETING

JANUARY 27, 2025

PAGE 2

Unofficial

MOTION TO APPROVE EXECUTIVE SESSION MINUTES

Motion by Pacheco, second by Cheff, to approve the executive session meeting minutes. Public comment was requested and there was none. Passed 6-0.

MOTION TO APPROVE THE EXPULSION OF STUDENT 25-01 FOR THE REMAINDER OF SY 24-25

Motion by Riley, second by Upton, to expel high school student 25-01 for the remainder of school year 2024/25. Readmittance will be contingent on successful completion of on-line coursework of at least 2.50 credits (one semester). Readmittance will also be subject to a behavior contract. Public comment was requested and there was none. Passed 6-0.

The Board considered an expulsion of student 25-02.

EXECUTIVE SESSION:

As the individual's right to privacy outweighs the public's right to know, Chair Rocksund called the meeting into Executive Session at 6:49 P.M.

BOARD RECONVENES

Open Meeting resumed at 8:04 P.M. The Board considered the Executive Session Meeting Minutes.

MOTION TO APPROVE EXECUTIVE SESSION MINUTES

Motion by Upton, second by Pacheco, to approve the executive session meeting minutes. Public comment was requested and there was none. Passed 6-0.

MOTION TO APPROVE THE PERMANENT EXPULSION OF STUDENT 25-02

Motion by Cheff, second by Upton, to expel high school student 25-02 on a permanent basis. Public comment was requested and there was none. Passed 6-0.

MISCELLANEOUS AND FUTURE PLANNING:

Miscellaneous and Future Planning:
Regular Board Meeting – February 10, 2025 – District Board Room – 6:00 P.M.

MEETING ADJOURNED

As there was no further business to come before the Board, Chair Rocksund adjourned the meeting at 8:06 P.M.

Board Chair

Business Manager/Clerk

School Board Report for February 2025

Glacier Gateway Elementary School

Enrollment: Enrollment held at 470 students K-5 and 21 students in our specially designed preschool, however we had movement this month with 9 students enrolled and 5 students withdrawing.

Attendance:

KF	71	6335	489.90	5845.10	68.11	62.85	49.16	0.51	92.27%
01	81	7358	532.17	6825.83	79.12	73.43	127.48	1.36	92.77%
02	81	7409	549.78	6859.22	79.66	73.73	76.88	0.79	92.58%
03	87	7862	602.58	7259.42	84.53	78.06	131.08	1.38	92.34%
04	71	6280	464.44	5815.56	67.52	62.55	106.96	1.12	92.60%
05	79	7104	603.53	6500.47	76.38	69.93	78.48	0.82	91.50%
8	496	43864	3283.40	40580.60	471.63	436.43	577.80	6.06	92.51%

Enrichment/GT 4th graders have been working on a unit about building and designing bridges. Students designed bridges or researched a bridge and created an art project about the bridge. Come check out our art on display in the display cases at GG.

Glacier Gateway annual 5th-grade spelling bee is scheduled for Thursday, 2/6. I will send an update next month to introduce our Champion and Runner-up. We will send a representative to the County Spelling Bee later this month.

Our PTO purchased the Missoula Children's Theater experience for our students 1st thru 5th grade. We will have auditions Monday, February 24th. Students will perform at two shows on Saturday, March 1st at GG.

February is "I Love to Read" month and we are celebrating at Glacier Gateway with dress up Fridays. Silverwood reading program will happen during the month of February. Kids have the opportunity to earn a Silverwood Park ticket for 10 hours of reading. Bikes for Books Program is also happening during our "I Love to Read" month. The Masons of Columbia Falls will present 2 bikes to each grade level in March. Students earn a ticket for every 20 minutes of reading at home.

Book Fair will be January 27-31 and Book Bingo will be on Thursday, January 30th at GG. Students will be able to win gift certificates for our Scholastic Book fair during our Bingo games. We will have our annual "Pie in the Face" raffle as a fundraiser for PTO. Students love to purchase tickets to win the opportunity to "pie" a teacher in the face.

Fifth Grade students will have started practicing and preparing for their JAZZ performance at the beginning of March and 4th Graders will perform the historical musical mid March.

Testing season is upon us.. All 2nd-grade students will participate in the CoGat screener used to identify students who may need to move forward in the Gifted program. WIDA testing will wrap up at the end of the month for ELL students. The 2nd window for the MAST will be completed during the month of February and we will have wrapped up our Winter Benchmark testing for STAR.

Ruder Elementary School Board Report

February 2025

The new year is off to a busy but fantastic start at Ruder Elementary! As soon as we returned in January, we jumped right into the Winter STAR Benchmark testing window, followed closely by the second round of MAST testing for our 3rd–5th grade students. These assessments provide valuable insights into student progress and help guide our instructional decisions.

WIDA testing is now wrapping up at Ruder, marking another milestone in assessing and supporting our ESL students.

Our exceptional extended studies teacher, Janae Christensen, recently presented to staff about this wonderful enrichment opportunity for students. We are so fortunate to have a teacher with so much passion to provide these opportunities to students at our school.

Speaking of Mrs. Christensen, the Great Brain projects are well underway, with students hard at work on their research and presentations. Judging for this exciting showcase will take place on February 27th, and we are already seeing some amazing projects coming together!

We are excited for the upcoming Ruder Spelling Bee, which will be held on Tuesday, February 11th. We are honored to have Superintendent Dziowgo and Mark McCord assisting as MCs for this exciting event.

Meanwhile, we are thrilled to announce that Bikes for Books is back and will launch on Monday, February 10th! This incredible program promotes a love for reading, culminating in the Masons of Columbia Falls presenting two bikes per grade level to students who participate in the program.

We have also had some exciting field trips that have enriched student learning experiences. Students have enjoyed snowshoeing in Glacier National Park, students in our RISE program visited Rylee's Play Place, and our fourth graders are preparing for an ice fishing trip as part of the Hooked on Fishing program. These experiences provide hands-on learning and memorable opportunities for our students.

A key focus at Ruder is using data to drive instruction. Our most recent data dive took place on January 30th, where I, along with our Reading Intervention Specialist and Title Math teacher, met with each grade-level PLC. We analyzed current student data and

made necessary adjustments to intervention groups to ensure that each student is receiving the support they need to thrive.

We also continue to reinforce positive character traits and academic success through our monthly MTSS assemblies. During these assemblies, we recognize students from each class who exemplify the character trait of the month. Additionally, we introduce the new character trait focus and celebrate the grade levels with the best attendance in K-2 and 3-5.

January attendance rates are as follows:

- **Kindergarten** – 91.74%
- **First Grade** – 92.28%
- **Second Grade** – 92.10%
- **Third Grade** – 91.97%
- **Fourth Grade** – 92.19%
- **Fifth Grade** – 90.09%

With February already off to a strong start, we look forward to another month filled with growth, achievement, and student success.



**CFJH February Board Report
Monday, February 10th**

Staff Activities & Academics

- The first round of teacher observations finished. It is a pleasure watching our teachers in the classroom. We have a very talented staff of dedicated professionals who want to get better at their craft. The next round of informal observations is starting this month.
- Teachers are currently reflecting on their professional goals. They are to review their goals and reflect on how they progressed toward them. Teachers are supposed to report if they have met one or more of their goals, how they have made gains, or a plan to start a goal if they haven't started one yet. They need to complete a short write-up on each goal.
- The Scheduling Committee met again to discuss next year's schedule. We are looking to provide the best schedule that meets the needs of our students. The committee discussed how to best provide all three tiers of support, especially in math and ELA. We discussed implementing an intervention block period for all students. We are not sure if this is feasible with our schedule but it has been a great discussion and is leading us to creative suggestions for our schedule.
- We are in the second round of MAST Testing. We have found that these tests are taking a lot of instructional time. Tests last about two days a piece. Math has multiple tests each round, so they spend a lot of time testing. English Language Arts tests have a lot of reading and take multiple class periods. Also, if students are absent, we have to make them up. This requires teachers to take more time to make them up or other staff members to pull students from class. Either way, it is more instructional time used.

Student Activities & Academics

- Mrs. Branstetter has a group of choir students who are currently running a fundraiser selling Singing Valentines. This has been a success in the past and we look forward to hearing our talented students perform!
- We had a wonderful CFJH Spelling Bee! Congratulations our champion, sixth grader Scarlett Lawson! Our runner-up is seventh grader Calin Osborne. These two were

awesome! There were almost 100 participants this year. We have a lot of great spellers and it was a tough competition! Huge shout out to our teachers who made it possible! Also, thank you Mr. Wick for being our announcer again this year.



- Our monthly Wildcat Way Assemblies have been improving this year as we have not done them before. We are building a school community, recognizing students, discussing concerns, and having some fun! Each month we re-teach one of our Wildcat Way traits from BLUE. Be Kind, Lead, Unite, and Engage. We have used videos, student interviews, and a skit to teach the traits. This month we had CFHS Senior Will Pickard as a guest! Will taught our students about what engagement looks and sounds like. We showed a video of Will, engaging as the “hype man” at a high school game. Will then spoke about engaging in the classroom and school activities to be a great Wildcat and student! He then taught the students a high school cheer. Will is a great hype man at CFHS! A huge shout out to Will! Well done!
- Student Council is currently running a Wildcat T-shirt Contest. The group is looking for a great student-designed logo to make Wildcat shirts to sell at the Student Store. The

Student Store has been a huge success, but we feel adding items created by one of our students, will add to a positive atmosphere and build more school spirit.

- There is a new club that started at the junior high. We have partnered with Imagine!F Library. It is called Challenge Accepted. In this club, students can explore new activities, build their creativity, and tackle fun challenges! Each meeting is packed with exciting opportunities, including card games like Exploding Kittens and Uno, STEM challenges that test problem-solving skills, and crafts like button-making and origami. It takes place for all grade levels. We are excited about the collaboration and new offering!
- The Kindness Club started the "Spread Kindness Like Confetti" initiative. Students can write positive messages to specific people in the school, or positive words for all to read and brighten their day. The club checks the messages each week and hangs them up for everyone to see. We have had a lot of participation and the group of 6th graders have been excited about the project!

Facilities

- We are pleased to announce that we are at full strength in our custodial department. It has been great having a full crew to keep our school clean and address our needs. Our new employees have learned a lot and are working together nicely. Thank you custodial staff!

January Attendance Rates

6th Gr. - 89.47%

7th Gr. - 89.43%

8th Gr. - 84.99%

Overall - 87.99%

January Student Enrollment

6th - 171

7th - 187

8th - 175

Total - 533



CFHS Board Report: February 10, 2025

Columbia Falls High School
610 13th St W
Columbia Falls, MT 59912

Principal - Josh Gibbs
Asst. Principal - John Thompson
Athletic Director - Troy Bowman

(406)892-6500 Office (406)892-6583 Fax

Submitted by Josh Gibbs HS Principal

Strategic Goal #1: Challenging, Diverse, and Supportive Learning Environment

Pocket Constitutions: With the generosity from the Columbia Falls Academic Foundation CAF, Government students have been given a pocket constitution. Having a personal Constitution allows students to engage directly with the most important foundational document in US history. The pocket Constitution serves as a tangible reminder of the importance of civic engagement and can inspire students to participate in discussions, vote when eligible, and advocate for issues they care about, knowing the constitutional framework that supports these rights. One goal is for students to be 'masters of their own information', meaning that they actively pursue information. Having access to this living, primary source document helps achieve this.

Strategic Goal #2: High Performing Workplace

Open and Unfilled Positions at the High School - We have filled most of our positions! We have one paraprofessional for the special education program opening. We are still short some FTE in our sped department as a few of our new staff members were hired on a part time basis.

Other Accomplishments:

PROFESSIONAL DEVELOPMENT – We have been working on our strategic goals for the 2024-2025 and 2025-2026 school years. Our staff took the time to identify focus areas and establish goals for each strategic priority. These goals have been refined and developed into a working document. One thing the high school staff strongly advocated for was that this be a living document, reviewed and revisited throughout the year. Additionally, we've created a separate document specific to the high school's strategic goals, which will allow us to track progress and ensure we accomplish them.

We also had Jamie Bell lead a session on how to better teach and support our gifted and talented students. She shared valuable strategies for ensuring these students are both challenged and supported in their learning, fostering their growth in meaningful ways.

Strategic Goal #3: Organizational Effectiveness

The third goal under Organizational Effectiveness in the strategic plan states, "Goal 3: Establish and foster a positive, collaborative culture in all district departments." Our MTSS team has been working diligently to develop our tiered system of support. Now that we are back to "normal," we are focusing on ways to further support our students. We are making adjustments to our Student Support Team and refining our referral process. One area we have identified for improvement is the development of a more comprehensive toolkit of interventions to better address our students' needs.

Strategic Goal #4: Family & Community Engagement

MUSIC BRINGS US TOGETHER– Choir: The High School Troubadours and Cantilena choirs attended the Flathead Lake Choir Festival, where they did an outstanding job, representing our school excellently in rehearsals, travel, and performance.



CFHS Board Report: February 10, 2025

Columbia Falls High School
610 13th St W
Columbia Falls, MT 59912

Principal - Josh Gibbs
Asst. Principal - John Thompson
Athletic Director - Troy Bowman

(406)892-6500 Office (406)892-6583 Fax

We also hosted another successful Night at the Movies, raising \$1,800 for future 2026 choir travel. The evening featured wonderful performances by soloists, small groups, and choirs. We were also honored to have Mr. Hubbard and his 5th graders perform during the concert. It was a fun night of singing and dancing for all!

Band: In January, we partnered with the Whitefish High School band program to bring in "The Institute for Creative Music," a Texas-based musical group. They led a masterclass with the Wind Ensemble on Friday, followed by a 3-hour jazz session on Saturday, and a concert that evening. It was a fantastic event for our students, exposing them to new sounds and fresh perspectives on music. A small group of our students also performed at the annual Chamber Awards night.



Upcoming band events:

Pep Band – The pep band is excited to cheer on the basketball teams as they head to the state tournament!

Pops and Pies Concert (with 8th grade) – February 20

Kiwanis Night of Jazz – March 10 (A jazz concert featuring each valley high school)

Strategic Goal #5: District Facilities Support & Enhance Learning

We are settling into being fully back at the high school and identifying areas and needs that still require attention. One of the noticeable improvements has been the replacement of blinds in many classrooms, which were lost during the project. This has been a high priority for our teachers, as the sunlight affects students' ability to see smartboards and Chromebooks. The blinds are in the process of being installed. Additionally, we are still awaiting the installation of the new heating vents. Teachers have been very patient with the added "decor" of the new units in their classrooms. We're excited for this project to be completed in the coming weeks.

Curriculum Director Report – February 2025

Measures of Achievement and Student Growth Testing (MAST) Parent Portal

The second testing window for MAST is currently open until February 21st. Performance data for math and ELA from the first testing window is now available for students in grades 3-8. Parents can access their child's results electronically through the Parent Portal.

Calendar Committee

The Calendar Committee has been collaborating on the 2025-2026 school calendar. Board members and staff have been selected to serve on the committee, and meetings are ongoing. Staff members will vote on draft calendars in mid-February. Our goal is to present a proposed calendar for adoption consideration at the March 10th Board meeting.

Accreditation Standards

Various staff members are continuing to develop the necessary district processes and documentation for accreditation submission, which is due at the end of this month. The final three areas we are working to complete include:

- Development of our **Portrait of a Learner**
- Documentation of the **Proficiency-Based Learning Model**, including its role in curriculum development and assessment
- Documentation of a **School Climate Measure** and how its data informs improvement decisions

Language Arts Instructional Materials Review Meetings

Meetings were held at CFHS and CFJH with Language Arts teachers to discuss upcoming curriculum changes. With the state developing new content standards, it is time to review instructional materials. A variety of resources are being explored, with plans to pilot selected materials for the 2025-2026 school year.

CFJH Science Pilot

Junior high science teachers have completed their first-semester pilot of **Elevate Science**. Training has been provided for their second-semester pilot of **OpenSciEd**. The goal is to evaluate both resources and present a recommendation for Board adoption in May or June.

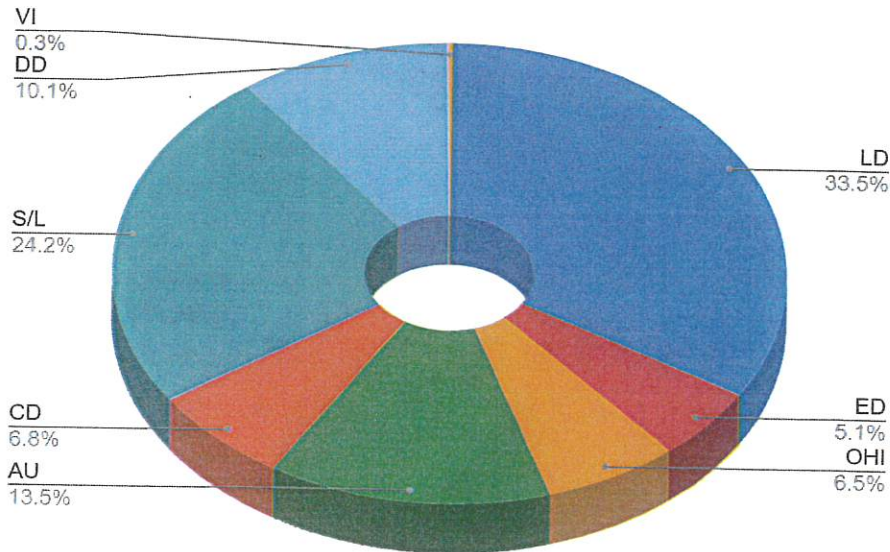
SPECIAL EDUCATION

Special Services
Columbia Falls School District #6
February 2025 Board Report
Submitted by Michelle Swank, Director

SD6 Special Services Data dated 2/1/25:

- 16.5% students are identified as receiving Special Services within SD6.
- Over-all, SD6 has had a 4.37% increase in students qualifying for Special Education Services compared to October 2024. School building teams are working collaboratively to meet the needs of our students, but this rise necessitates additional special education staff to meet service demands, highlighting the need to fill open positions.
- Additional information about specific areas within IDEA categories of eligibility for SD6:

2024 - 2025 DISABILITY CATEGORIES BY %'S



Staff Development Focus:

SD6 Sp.Ed. staff have participated in January professional development workshops which have focused on Executive Functioning, facilitated by Jasna Stafford, SLP, and MANDT (behavioral/de-escalation strategies and approaches). Upcoming February professional development opportunities encompass Autism and Classroom Management, offered by OPI, as well as continued teacher and paraeducator training on Early Release days, February 12th and 19th.

TO: Board of Trustees
FROM: Dustin Zuffelato, Business Manager/Clerk
DATE: February 5, 2025
RE: **Business Office Report for the February 10, 2025 Regular Meeting**

Annual School Election

The County School Districts have conducted meetings with the County Election Office to devise a collaborative plan for the upcoming election. The new team employed by the County Election Department is capable of consolidating and conducting all of the school district elections. We worked through the details including the duties the County will perform and the duties the Districts will perform. These details are denoted in the Memorandum of Understanding. There will be minimal change as to this coordination between the County and SD6. The biggest change for SD6 is that the County will order the ballots, stuff the envelopes, and prepare for mailing. Furthermore, the county will tabulate (count) the ballots and simply inform the District as to the election results. The returned ballots have been sent to and processed by the County for the past few years.

Trustee Election – Resolution calling for the election is required at least 70 days prior (Feb 25 2025) to the annual election day. Two Elementary District Trustee positions expire in May (Mumby and Cheff). One High School District Trustee position (Heupel). **Deadline to file for candidacy is March 27, 2025.**

General Fund Operating Levy Election – The District will present budget projections. As you understand, School District budgets are driven by number of students enrolled. The District captures this data two times per year (October and February). The February count date was Feb 3rd and the District is still working to finalize the enrollment. As such, the ANB numbers are preliminary. Spring enrollment for the Elementary District is down 80 students as compared to last Spring and down 20 as compared to the Fall count. Current Year ANB would be 1,542 as compared to 1,620 last year. However, the District will opt to soften the blow of this substantial decrease by using the **three-year average**. The three year average ANB used for the FY26 budget is projected to be 1,595, which represents a **decrease of 25**. Using this ANB figure as well as the 3% inflation rate within HB15, the budget authority increases **\$132,746**. This represents a **1.09% increase**. Expenses for next year are projected to increase \$586,000, which is aligned to the salary/benefits and longevity afforded last year. **Projected budget deficit for FY26 would be \$454,000**. Alternatively, the voted levy authority the Elementary District could impose on our local taxpayers approximates this deficit balance of \$455,000. This would increase the Elem District budget from 96% to 100% of maximum. As you understand, it is a legislative year and one of the bills the School District is tracking is HB 252 referred to as the STARS Act. If passed in its current form, this bill would provide an additional \$467,000 of budget authority to the Elem District General Fund budget (without a vote). At this point, it appears prudent to consider a general fund levy election in case the Stars Act does not pass or changes form. The District has until **April 4, 2025** to set the levy amount or cancel the election. With regards to the High School District, enrollment is holding steady as compared to last year. 3% inflation provided through HB15 would provide an additional \$166,127 in budget authority, which represents 2.56%. Expenses are projected to increase \$230,000. Projected budget deficit would be \$63,000. **The Board could impose a voted levy for \$52,532**. The voted levy authority is limited as the levy was approved last year to get us to the 100% max budget level. The STARS act would provide an additional \$190,000 of budget authority for the High School District. This would cover our projected expenses as well as provide some ability to add some non-personnel budget lines for technology as well as add to our activities/athletic budgets as they are typically negative as a result of inflationary pressure on travel costs.

Multi District Participation Agreement - MSUIP

The District obtains its unemployment insurance from the Montana Schools Unemployment Insurance Program. This program is unique to School Districts throughout our state. This cooperative program benefits school districts as we all have the same unemployment insurance claim risk / exposure and are not placed in a pool with other businesses or non-profits who have different operations and different exposure to unemployment claims. The renewal of this agreement is for the following three years. The expenses for this program are funded by the Retirement Fund (permissive levy). The agreement requires each District to be a member of the Montana School Board Association (MTSBA) and Montana Association of School Business Officials (MASBO). Each member District's liability for claims is capped at five times the District's annual contribution to the program. Annual contribution (unemployment insurance premiums) last year was \$44,000. Looking forward, I foresee some type of similar agreement to be formed for the new Health Insurance Trust (Alliance) pursuant to the Interlocal Cooperative Act. Below is a report comparing the premium with the State plan. In addition to being a great savings for our taxpayers, the MSUIP program provides training (HR) as well as resources like sample job descriptions and employment contracts, etc.

CONTRIB RATE	PAYROLL	TOTAL CONTRIB	MT STATE RATE	STATE PREMIUM	MTSUIP SAVINGS
FY21-22					
0.0029	15,715,512	45,574	0.0046	72,291	26,716
FY22-23					
0.0027	16,448,963	44,412	0.0046	75,665	31,253
FY23-24					
0.0026	17,007,795	44,220	0.0036	61,228	17,007
					24,992.40 Three Year Average Savings

Logan Health

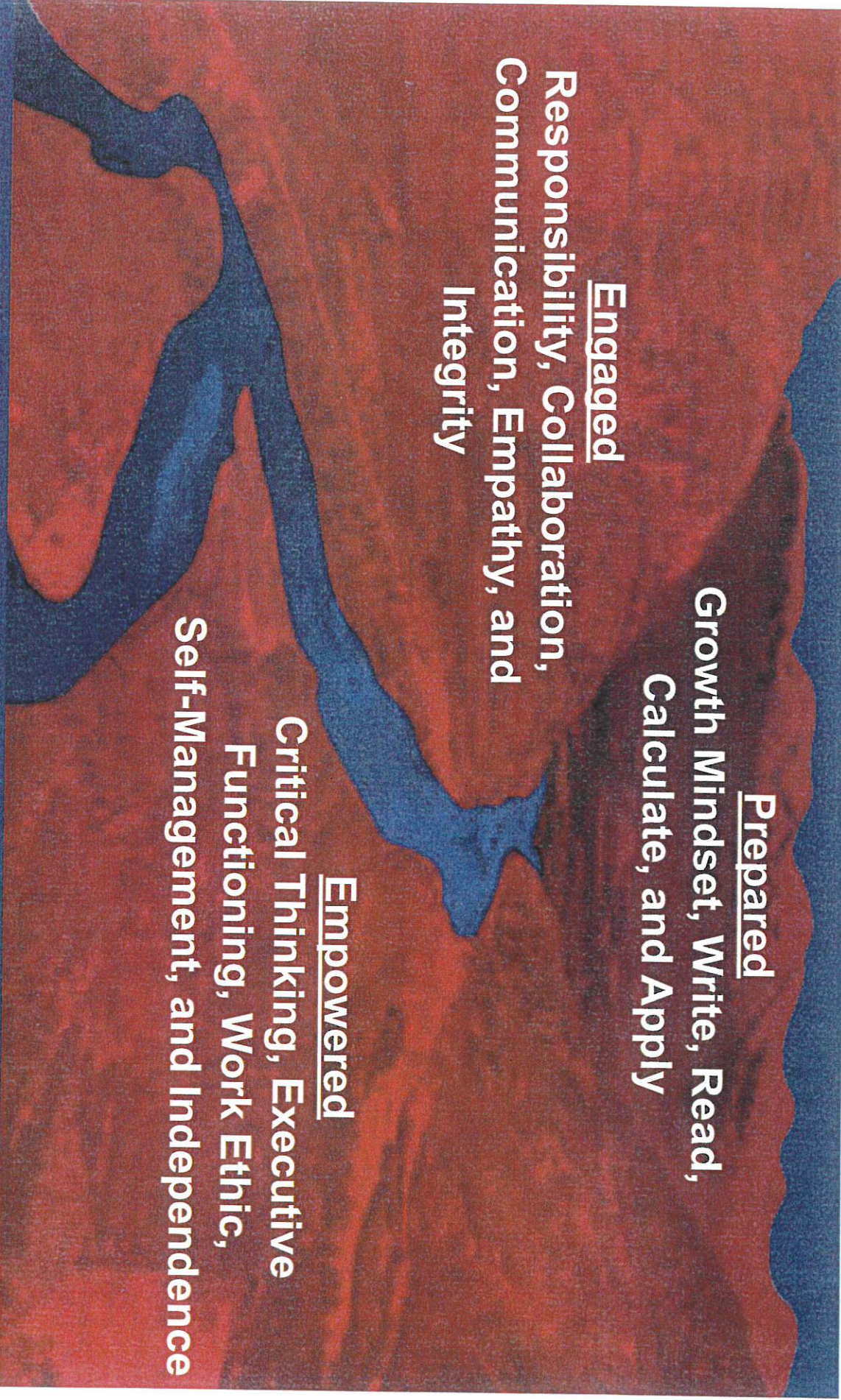
As you are aware, the District has partnered with Logan Health on numerous initiatives. The District met with representatives from Logan Health on January 21st to discuss these various initiatives.

We discussed academic/class offerings including the new MSU Nursing Program facility donation on the Logan Health Campus in Kalispell.

We discussed the Athletic Trainer. It appears that Cfalls is the only District that Logan Health provides direct financial support for this position in the amount of \$10,000 per year. Logan Health typically supports schools by providing these services directly.

We discussed the synergies created by the recent merger with Billings Clinic. This includes one IT department – new billing software program being implemented. This includes medical supply procurement from one vendor improving the volume purchasing discounts. Logan Health and Billings Clinic are sharing specialty care providers to optimize utilization. It appears that the operational efficiencies are necessary as a result of recent net operating losses reported by Billings Clinic. Overall, it appears like their charge master was too low and their reimbursement rates too low from health insurance carrier and Medicare. Billings Clinic is currently negotiating with Blue Cross Blue Shields with an April 1 deadline looming.

Finally, we discussed our direct provider contract with SD6/Logan Health. The current contract contains an inpatient outlier in which when a claim exceeds \$80,000, it is repriced at (the lessor of) 350% of Medicare or 75% of billed charge. Logan Health was open to inserting an outpatient outlier. This would capture specialty drug claims and reprice them through Logan Health as opposed to Magellan. Jac is working to calculate the potential savings as well as define an appropriate reimbursement threshold for this outlier. Rx program expenses have been a major factor driving our claim utilization this year. Logan Health offered to provide bundled pricing for specific services like knee/hip replacements. Logan Health offered to provide a set rate for screenings like mammograms and colonoscopies. The District will work with Jacquelyn to determine an appropriate price point to propose and work to get this language inserted into our agreement.



Prepared
Growth Mindset, Write, Read,
Calculate, and Apply

Engaged
Responsibility, Collaboration,
Communication, Empathy, and
Integrity

Empowered
Critical Thinking, Executive
Functioning, Work Ethic,
Self-Management, and Independence

Wildcats are: Engaged, Prepared, and Empowered
Columbia Falls School District #6

Columbia Falls School District

STUDENTS

3141

Page 1 of 4

Out-Of-District Student Enrollment

The Board will enroll out-of-district students in accordance with Montana law and this policy. A student's residence shall be determined pursuant to MCA § 1-1-215 except as otherwise provided by MCA § 20-9-207.

Out-of-District Student Enrollment with Extenuating Circumstances

The District shall enroll out-of-district students when extenuating circumstances exist pursuant to MCA § 20-5-321.

Out-of-District Student Enrollment with no Extenuating Circumstances

The District shall serve students who are residents of the District and out-of-district students who are subject to mandatory enrollment due to extenuating circumstances under MCA § 20-5-321 prior to enrolling other out-of-district students. The District may enroll out-of-district students at the request of the student's parent or guardian as provided in this policy when it is not mandatory because no extenuating circumstances exist. A parent or guardian seeking out-of-district enrollment when not mandatory shall apply on the out-of-district attendance agreement form approved by the Office of Public Instruction to the Board for approval on an annual basis. Out-of-district students shall reapply for admission for each school year. Admission in one school year does not imply or guarantee admission in subsequent years.

The District will begin collecting applications for the upcoming school year on April 1. Applications must be received by the first Friday in May for consideration by the school board at the June Regular Board Meeting. Failure to meet this deadline will result in postponement of enrollment until the second semester. The deadline for second semester enrollment of the current school year is the first Friday in December. The second semester approvals for the current school year will take place at the January Regular Board Meeting.

~~The District will begin collecting applications April 1, however out-of-district students who are currently enrolled will have first priority. Out-of-district students who are currently enrolled, and want to continue into the following year, must submit their application by May 1 to be given priority. Failure to meet this deadline will result in the currently enrolled student's application going into the non-current applicant pool. Once the current out-of-district applicants have been reviewed and approved, the board will begin processing the non-current applications requests. Approval will be based on the criteria listed on page 2 and 3 of this document.~~

~~Applications for enrollment of out-of-district students must be submitted to the District for consideration by August 1 preceding the intended start of the school year if students are intending to begin classes on the first scheduled day of the academic term. After that date, students will commence school, if approved, upon completion of the vetting process, and the Board has formally approved the student's attendance. All students will go through the vetting~~

process before the board can approve any applications and before attending any classes.

Currently enrolled students who move out of District at any time throughout the school year shall be required to complete an out-of-district attendance application. A 30-day grace period beginning on the date of change of residence to complete this application shall be afforded.

Columbia Falls School District

STUDENTS

3141

Page 2 of 4

Failure to submit the application within the grace period shall make the student ineligible for continued enrollment, with readmission only upon the District accepting a completing and out-of-district attendance application.

The Superintendent or designee shall review all applications for out-of-district enrollment when it is not mandatory and shall recommend approval or denial of each application to the Board as provided in this policy. As part of the review, the District shall request and review the student records of out-of-district students applying for enrollment prior to making the recommendation to the Board.

The Board shall approve an application for out-of-district attendance unless the trustees find that the impact of approval of the application will negatively impact the quality of education for resident students by grade level, by school, or in the District in the aggregate in one or more of the following ways:

1. The approval would result in exceeding the limits of:
 - a. Building construction standards pursuant to Title 50, Chapter 60, MCA;
 - b. Capacity and ingress and egress elements, either by individual room or by school building of any fire code authorized by Title 50, Chapter 3, MCA; or
 - c. Evacuation elements of the District's adopted school safety plan.
2. The approval would impede meeting goals, standards, or objectives of quality that the trustees have previously adopted in a plan for continuous educational improvement required under the rules adopted by the Board of Public Education.
3. The approval would risk jeopardizing the educational quality within the District because the out-of-district student applying was:
 - a. Truant as defined in MCA § 20-5-106 in the last school district attended;
 - b. Expelled by another school district at any time; or
 - c. Suspended in another school district in any of the three (3) school fiscal years preceding the school fiscal year for which attendance is requested. This subsection (c) does not apply to a student eligible for special education or related services.

Within 10 days of receipt of an out-of-district enrollment application, the District shall notify the parent or guardian and the trustees of the student's district of residence of the anticipated date for approval or denial of the application. The Board will consider the recommendation for denial of an out-of-district application in a closed session of the Board unless the parent or guardian

waives their respective rights of privacy.

Columbia Falls School District

STUDENTS

3141
Page 3 of 4

In the event that the District receives more applications for out-of-district students than it can accommodate, the District shall prioritize applications on the basis of the quality of education for students who are residents of the District and obligations of resident taxpayers. The District shall prioritize applications for the enrollment of out-of-district students in the following order provided the criteria established in this policy has been satisfied:

1. Students who attended school within the District the preceding year. In giving priority to students who have attended school within the District, the District will consider the number of years of attendance. Out-of-district students who are currently attending school within the District shall submit an application by May 1 prior to the start of the school year in which attendance is sought in order to retain their priority status. ~~If an application for an out-of-district student currently attending school within the District is not submitted by May 1, the application will be considered on the same basis as all other applications.~~
2. Students who are the children or step-children of nonresident District employees.
3. Students who have siblings attending school within the District.
4. Students who have previously attended school within the District.
5. Students whose parents or guardians own property within the District.
6. Students whose legal residence is adjacent to the boundaries of the District.
7. Students entering kindergarten or grades 6, 7, or 8 and whose district of residence does not provide an equivalent program.
8. When all of the above priorities are equal or not satisfied, the District shall give priority to applications on the basis of time of receipt by the District.

Within 10 days of the decision to approve or deny the enrollment of an out-of-district student and to enter into an out-of-district attendance agreement, the District shall provide copies of the approved or denied attendance agreement to the student's parent or guardian and the student's district of residence. In the event of a denial, the District shall provide the reason permitted by Montana and this policy and supporting documentation.

The District shall notify the district of residence for all out-of-district students enrolled under this policy regarding their tuition obligations under Montana law by July 15 following the year of attendance.

Unless otherwise agreed by the District and the district of residence in the out-of-district attendance agreement, the family of the out-of-district student whose application has been approved is responsible for transportation of the student and the student is not an eligible transportee under Montana law.

Columbia Falls School District

STUDENTS

3141
Page 4 of 4

Legal Reference:	§ 1-1-215, MCA	Residence – rules for determining
	§ 20-5-314, MCA	Reciprocal attendance agreement with adjoining state or province
	§ 20-5-320, MCA	Out-of-district attendance by parent or guardian request with no extenuating circumstances
	§ 20-5-321, MCA	Attendance with mandatory approval – tuition and transportation
	§ 20-5-322, MCA	Residency determination – notification – appeal for attendance agreement
	§ 20-5-323, MCA	Tuition and transportation rates
	§ 20-5-324, MCA	Tuition payment provisions -- state obligations -- district obligations -- financing -- reporting
	§ 20-9-707, MCA	Agreement with Montana youth challenge program or accredited Montana job corps program
	10.10.301B, ARM	Out-of-District Attendance Agreements
	10.55.712, ARM	Class Size Elementary
	10.55.713, ARM	Teacher load and class size: high school, junior high, middle school, and grades 7 and 8 funded at high school rates

Policy History:

Adopted on: 7-24-17

Reviewed on:

Revised on: 4-15-24

RESOLUTION 434
TRUSTEE RESOLUTION CALLING FOR AN
ELEMENTARY DISTRICT ELECTION

BE IT RESOLVED, the Board of Trustees for Elementary School District No.6, Flathead County, State of Montana, will hold the Annual Regular School Election on Tuesday, May 6, 2025, which date is not less than seventy (70) days after the passage of this Resolution. The election will be conducted by **Mail Ballot Election**.

The purpose of the election is to fill the three (3) year expiring terms of Trustees Heather Mumby and Justin Cheff.
Approval of additional over-base levies to operate and maintain the General Fund for fiscal year 2026 will also be requested.

If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Dustin Zuffelato, Election Administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA.

The electors of this District who are qualified to vote at such election are hereby appointed to act as judges at the election:

<u>ELECTION JUDGE</u>	<u>Address</u>
Elaine Winslow	1888 Riverwood Drive, Columbia Falls
Sandra Giroux	625 6 th Avenue West, Columbia Falls
Michael Jaworsky	2144 Witty Lane, Columbia Falls

BE IT FURTHER RESOLVED, that the Clerk of this School District is hereby directed to notify the above named election judges of their appointment and to notify the County Election Administrator of the date of holding said election, and request the clerk to close regular registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the Election Administrator will choose a replacement from certified judges.

Print Name of Board Chair

Signature of Board Chair

Print Name of District Clerk

Signature of District Clerk

DATED this _____ day of _____, 20__.

RESOLUTION 435
TRUSTEE RESOLUTION CALLING FOR A
HIGH SCHOOL DISTRICT ELECTION

BE IT RESOLVED, the Board of Trustees for High School School District No.6, Flathead County, State of Montana, will hold the Annual Regular School Election on Tuesday, May 6, 2025, which date is not less than seventy (70) days after the passage of this Resolution. The election will be conducted by **Mail Ballot Election**.

The purpose of the election is to fill the three (3) year expiring term of Trustee Casey Heupel. Approval of additional over-base levies to operate and maintain the General Fund for fiscal year 2026 will also be requested.

If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Dustin Zuffelato, Election Administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA.

The electors of this District who are qualified to vote at such election are hereby appointed to act as judges at the election:

<u>ELECTION JUDGE</u>	<u>Address</u>
Catherine Richter	PO Box 387 West Glacier MT 59936
Katherine Butterfield	PO Box 716 West Glacier MT 59936
Donna Rae Thompson	PO Box 514 West Glacier MT 59936

BE IT FURTHER RESOLVED, that the Clerk of this School District is hereby directed to notify the above named election judges of their appointment and to notify the County Election Administrator of the date of holding said election, and request the clerk to close regular registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the Election Administrator will choose a replacement from certified judges.

Print Name of Board Chair

Signature of Board Chair

Print Name of District Clerk

Signature of District Clerk

DATED this _____ day of _____, 20__.



Mail Ballot Written Plan, Timetable and Instructions

MUST BE RECEIVED BY SECRETARY OF STATE NO LATER THAN 60 DAYS BEFORE ELECTION DAY. COMPLETE, SAVE AND EMAIL THIS FORM TO SOSELECTIONS@MT.GOV. THIS DOCUMENT MAY BE AMENDED UNTIL THE 35TH DAY BEFORE THE ELECTION. ELECTION CAN BE CANCELLED AT ANY TIME PERMITTED BY LAW. A SEPARATE PLAN MUST BE SUBMITTED FOR EACH TYPE OF ELECTION.

Written Plan	Response
1 Legal Name of Jurisdiction	Elementary District No. 6 (Columbia Falls)
2 Name of County or Counties Involved	Flathead
3 Estimated # of Electors (including Active, Inactive, and Provisional in jurisdiction; Inactive voters are only provided ballots by request but should be included in estimate)	10,062
4 Type of Election (e.g., trustee/director/governing body, levy, bond, creation, etc.)	Trustee/Director/Governing Body
5 Postage to return ballot paid by: elector or election office (& if insufficient, who pays)	Elector; jurisdiction covers insufficient postage.
6 Describe procedures you will use to ensure security and transport of ballots	Return address on affidavit envelopes will facilitate ballots being sent directly to the Flathead County Election Office. Drop Off location at the Columbia Falls School District will serve local residents. Ballots will be deposited in locked ballot box and secured in locked area. Any transportation of ballots will be conducted by at least two officials.
7 Ballots will be printed based on: precinct, ward, or district	District
8 For school elections, specify signature verification procedures:	Signatures are verified by county election office

Timetable	Date
1 Date applicable documents sent to the governing body <i>No date set by law, but should be no later than 60 days before election. Documents include: 1) written plan; 2) statement of decision to conduct election by mail; 3) list of reasons for decision; and 4) statement regarding right of governing body to object under 13-19-204.</i>	February 10, 2025
2 Actual date of submission of plan, timetable, and instructions to Secretary of State (Must be received by Secretary of State at least 60 days before election.)	February 20, 2025
3 Last day for governing body to opt out of mail ballot (no later than 55 days before election – if the election is on a Tuesday, the last day to opt out is a Wednesday)	February 26, 2025
4 Secretary of State approves, disapproves or recommends changes to plan	Within 5 days of SOS receipt of plan
5 County election administrator publishes notices at least 3 times in the 4 weeks before the close of regular registration specifying close of voter registration and availability of late registration (For all non-school and school elections, to be published by the county election administrator at least 3 times in the 4 weeks preceding the close of registration, once per week. School clerks running school elections will need to coordinate with the county election administrator to have the county election administrator publish the notices of close of registration. 13-2-301)	March 17, 2025 March 24, 2025 March 31, 2025
6 Publish notice of election (All non-school elections: 13-1-108, MCA; school elections: 20-20-204, MCA. For school elections, notice must be published at least once between 40 and 10 days before the election in a newspaper (if there is one in the district) and in 3 public places in the district, and for 10 days prior to the election, on the district's website, if the district has an active website)	April 25, 2025 Click here for calendar or enter 2nd date Click here for calendar or enter 3rd date
7 Close of regular voter registration (30 days before election; move to 29 days before election when 30th day falls on a Sunday)	April 7, 2025
8 Beginning of late voter registration (applicable to all elections) (Late registration opens for all elections the day after the close of regular registration)	April 8, 2025
9 Specific date on which ballots will be mailed (No sooner than 20 days or later than 15 days before election)	April 18, 2025
10 Election Day	May 6, 2025

Additional Information (to access the sections of law below, visit <http://leg.mt.gov/bills/mca/index.html>):

List here any special requirements from applicable laws: Water/Sewer (7-13-2212; 7-13-2325), Fire (7-33-2106), Museum (7-11-1011(5)), Cemetery (7-11-1011(5)), Drainage (85-8-305), Irrigation (85-7-1710); certain Special Districts (7-11-1011(5); defined in 7-11-1002(3)(b)).

Affirmation:

By entering my name on the line below, I affirm that I will conduct the el - 4 0 - ding to the written plan and timetable for conducting the election. I understand that any undeliverable ballots must be filed securely, retained and available for electors to vote and that I must attempt to contact electors whose ballots are undeliverable. If such electors cannot be contacted otherwise, electors in odd-year elections will be mailed a notice and the

governments in [13-19-313](#), MCA and MCA [44.3.2710](#) will be followed. (For schools that are conducting a school trustee election is conducted for any reason, I understand I must follow the deadlines and process in 20-3-313 MCA.)

Dustin Zuffelato

Name(s) of Election Administrator(s) Conducting Election

*Complete the above plan and timetable **and the instructions below**, and save and email this form to soselections@mt.gov.*

Updated January 23, 2025

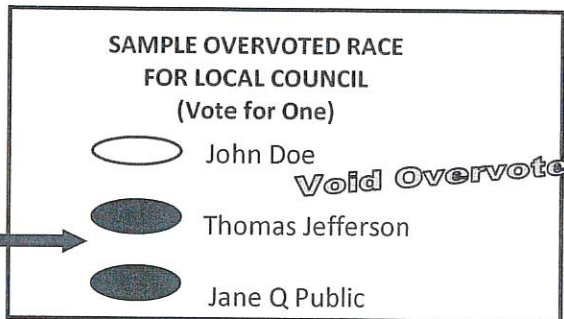
Read carefully and follow all directions

Ballots must be received by election office by 8 p.m. on Election Day

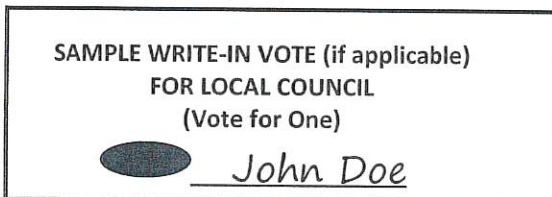
Failure to follow directions may invalidate part or all of your ballot

1. VOTE YOUR BALLOT

- As instructed on the ballot, mark the designated voting area for each race using only black or blue ink pen.
- Vote in all columns and both sides of ballot(s) as applicable. *Skipping a race will not invalidate your ballot.*
- Do not** cross out, erase, or use correction fluid.
- Do not** make any identifying marks on your ballot.
- Do not** mark more choices than allowed for each race (overvote) as that will cause that race only to not be counted.



- If applicable, to write in a candidate's name, mark the designated voting area to the left of the line provided and print the name in the blank space.



- If you make a mistake or spoil your ballot, request a replacement ballot from the election office.

2. PREPARE BALLOT FOR SUBMITTAL

- Place VOTED ballot in the **SECRECY ENVELOPE** and seal (if multiple sheets, return all sheets of the ballot).
- SIGN YOUR signature** on the voter affirmation on the back of the Signature Envelope. Failure to sign may invalidate your ballot.
- If the signature on the affirmation does not match the signature on file, the ballot may be rejected.
- Place the Secrecy Envelope containing your voted ballot into the Signature Envelope and Seal.



3. RETURN BALLOT

- Mail your ballot; or
- Drop off ballot:



The place(s) of deposit and the days and times when ballots may be returned to the places of deposit before election day and on election day are:

Columbia Falls School District
Administration Office
501 6th Avenue West
Columbia Falls, MT 59912
Monday-Friday 8:00 A.M. to 4:00 P.M.
Election Day May 6, 2025: 8:00 A.M. to 8:00 P.M.

Flathead County Election Office
290B N. Main Street
Kalispell, MT 59901
Monday-Friday 8:00 A.M. to 5:00 P.M.
Election Day May 6, 2025: 8:00 A.M. to 8:00 P.M.

- This election is by mail ballot only – regular polling places will not be open. Ballots must be received at the election office by 8 p.m. on Election Day, May 6, 2025. (Note: a postmark cannot be accepted so if you mail your ballot make sure there is enough time for it to reach the election office.)

DO NOT FORGET POSTAGE IF MAILING:
.73 cents postage required



ASSISTANCE FOR VOTERS WITH DISABILITIES: There are options for voters with disabilities. Contact your election office for information about all options.

MILITARY/OVERSEAS VOTERS: If you are an active-duty absent military voter or overseas citizen, electronic registration and voting options may be available. Contact your election office for information about all options.

IF YOU HAVE QUESTIONS CONTACT THE ELECTION OFFICE AT:

Phone: 406-892-6554
Fax: 406-892-6552
- 4 2 - d.zuffelato@cfmthschools.net





Mail Ballot Written Plan, Timetable and Instructions

MUST BE RECEIVED BY SECRETARY OF STATE NO LATER THAN 60 DAYS BEFORE ELECTION DAY. COMPLETE, SAVE AND EMAIL THIS FORM TO SOSELECTIONS@MT.GOV. THIS DOCUMENT MAY BE AMENDED UNTIL THE 35TH DAY BEFORE THE ELECTION. ELECTION CAN BE CANCELLED AT ANY TIME PERMITTED BY LAW. A SEPARATE PLAN MUST BE SUBMITTED FOR EACH TYPE OF ELECTION.

Written Plan		Response
1	Legal Name of Jurisdiction	High School District No. 6 (Columbia Falls)
2	Name of County or Counties Involved	Flathead
3	Estimated # of Electors (including Active, Inactive, and Provisional in jurisdiction; Inactive voters are only provided ballots by request but should be included in estimate)	10,507
4	Type of Election (e.g., trustee/director/governing body, levy, bond, creation, etc.)	Trustee/Director/Governing Body
5	Postage to return ballot paid by: elector or election office (& if insufficient, who pays)	Elector; jurisdiction covers insufficient postage.
6	Describe procedures you will use to ensure security and transport of ballots	Return address on affidavit envelopes will facilitate ballots being sent directly to the Flathead County Election Office. Drop Off location at the Columbia Falls School District will serve local residents. Ballots will be deposited in locked ballot box and secured in locked area. Any transportation of ballots will be conducted by at least two officials.
7	Ballots will be printed based on: precinct, ward, or district	District
8	For school elections, specify signature verification procedures:	Signatures are verified by county election office
Timetable		Date
1	Date applicable documents sent to the governing body <i>No date set by law, but should be no later than 60 days before election. Documents include: 1) written plan; 2) statement of decision to conduct election by mail; 3) list of reasons for decision; and 4) statement regarding right of governing body to object under 13-19-204.</i>	February 10, 2025
2	Actual date of submission of plan, timetable, and instructions to Secretary of State (Must be received by Secretary of State at least 60 days before election.)	February 20, 2025
3	Last day for governing body to opt out of mail ballot (no later than 55 days before election – if the election is on a Tuesday, the last day to opt out is a Wednesday)	February 26, 2025
4	Secretary of State approves, disapproves or recommends changes to plan	Within 5 days of SOS receipt of plan
5	County election administrator publishes notices at least 3 times in the 4 weeks before the close of regular registration specifying close of voter registration and availability of late registration (For all non-school and school elections, to be published by the county election administrator at least 3 times in the 4 weeks preceding the close of registration, once per week. School clerks running school elections will need to coordinate with the county election administrator to have the county election administrator publish the notices of close of registration. 13-2-301)	March 17, 2025 March 24, 2025 March 31, 2025
6	Publish notice of election (All non-school elections: 13-1-108 , MCA; school elections: 20-20-204 , MCA. For school elections, notice must be published at least once between 40 and 10 days before the election in a newspaper (if there is one in the district) and in 3 public places in the district, and for 10 days prior to the election, on the district's website, if the district has an active website)	April 25, 2025 Click here for calendar or enter 2nd date Click here for calendar or enter 3rd date
7	Close of regular voter registration (30 days before election; move to 29 days before election when 30th day falls on a Sunday)	April 7, 2025
8	Beginning of late voter registration (applicable to all elections) (Late registration opens for all elections the day after the close of regular registration)	April 8, 2025
9	Specific date on which ballots will be mailed (No sooner than 20 days or later than 15 days before election)	April 18, 2025
10	Election Day	May 6, 2025

Additional Information (to access the sections of law below, visit <http://leg.mt.gov/bills/mca/index.html>):

List here any special requirements from applicable laws: Water/Sewer (7-13-2212; 7-13-2325), Fire (7-33-2106), Museum (7-11-1011(5)), Cemetery (7-11-1011(5)), Drainage (85-8-305), Irrigation (85-7-1710); certain Special Districts (7-11-1011(5); defined in 7-11-1002(3)(b)).

Affirmation:

By entering my name on the line below, I affirm that I will conduct the el – 4 3 – ding to the written plan and timetable for conducting the election. I understand that any undeliverable ballots must be filed securely, retained and available for electors to vote and that I must attempt to contact electors whose ballots are undeliverable. If such electors cannot be contacted otherwise, electors in odd-year elections will be mailed a notice and the

guidelines in [13-19-313](#), MCA and ARM [44.3.2710](#) will be followed. (For school trustee elections: if a school trustee election is canceled for any reason, I understand I must follow the deadlines and process in 20-3-313 MCA.)

Dustin Zuffelato

Name(s) of Election Administrator(s) Conducting Election

Complete the above plan and timetable and the instructions below, and save and email this form to soselections@mt.gov.

Updated February 4, 2025

INSTRUCTIONS FOR VOTING A MAIL BALLOT – PLEASE READ CAREFULLY

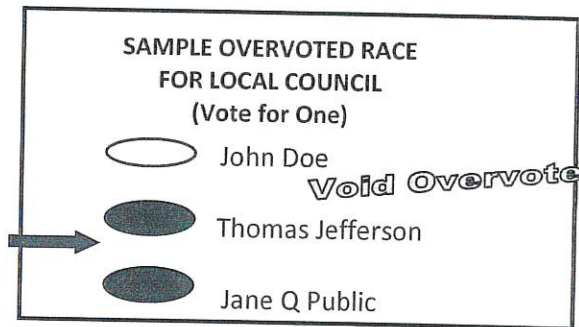
Read carefully and follow all directions

Ballots must be received by election office by 8 p.m. on Election Day

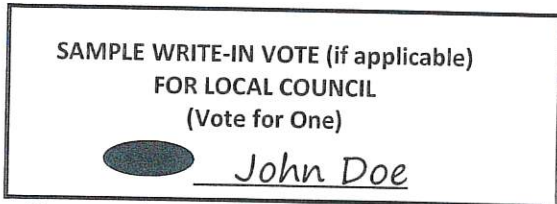
Failure to follow directions may invalidate part or all of your ballot

1. VOTE YOUR BALLOT

- As instructed on the ballot, mark the designated voting area for each race using only black or blue ink pen.
- Vote in all columns and both sides of ballot(s) as applicable. *Skipping a race will not invalidate your ballot.*
- Do not** cross out, erase, or use correction fluid.
- Do not** make any identifying marks on your ballot.
- Do not** mark more choices than allowed for each race (overvote) as that will cause that race only to not be counted.



- If applicable, to write in a candidate's name, mark the designated voting area to the left of the line provided and print the name in the blank space.



- If you make a mistake or spoil your ballot, request a replacement ballot from the election office.

2. PREPARE BALLOT FOR SUBMITTAL

- Place VOTED ballot in the **SECURITY ENVELOPE** and seal (if multiple sheets, return all sheets of the ballot).
- SIGN YOUR signature** on the voter affirmation on the back of the Signature Envelope. Failure to sign may invalidate your ballot.
- If the signature on the affirmation does not match the signature on file, the ballot may be rejected.
- Place the Security Envelope containing your voted ballot into the Signature Envelope and Seal.



3. RETURN BALLOT

- Mail your ballot; or
- Drop off ballot:



The place(s) of deposit and the days and times when ballots may be returned to the places of deposit before election day and on election day are:

Columbia Falls School District
Administration Office
501 6th Avenue West
Columbia Falls, MT 59912
Monday-Friday 8:00 A.M. to 4:00 P.M.
Election Day May 6, 2025: 8:00 A.M. to 8:00 P.M.

Flathead County Election Office
290B N. Main Street
Kalispell, MT 59901
Monday-Friday 8:00 A.M. to 5:00 P.M.
Election Day May 6, 2025: 8:00 A.M. to 8:00 P.M.

- This election is by mail ballot only – regular polling places will not be open. Ballots must be received at the election office by 8 p.m. on Election Day, May 6, 2025. (Note: a postmark cannot be accepted so if you mail your ballot make sure there is enough time for it to reach the election office.)

DO NOT FORGET POSTAGE IF MAILING:
.73 cents postage required



ASSISTANCE FOR VOTERS WITH DISABILITIES: There are options for voters with disabilities. Contact your election office for information about all options.

MILITARY/OVERSEAS VOTERS: If you are an active-duty absent military voter or overseas citizen, electronic registration and voting options may be available. Contact your election office for information about all options.

IF YOU HAVE QUESTIONS CONTACT THE ELECTION OFFICE AT:

Phone: 406-892-6554

Fax: 406-892-6552

- 4 5 -

zuffelato@cfmfschools.net



AGREEMENT FOR FLATHEAD COUNTY ELECTIONS TO CONDUCT 2025 SCHOOL DISTRICT ELECTIONS

This Memorandum of Agreement, (herein after referred to as the "Agreement") is made and effective this ____ day of February 2025 (the "Effective Date").

BY AND BETWEEN: Flathead County Elections, 290B N Main, Kalispell MT 59901, hereinafter referred to as the "County".

AND: Flathead County School District _____, hereinafter referred to as the "District", collectively referred to as the "Parties".

PURPOSE: The purpose of this Agreement is to provide a clear understanding of the roles and responsibilities of the Parties for the purposes of conducting school elections, combined with special purpose district elections in Flathead County during the 2025 election cycle.

RESPONSIBILITIES: The Parties agree to the following:

1. The County shall be responsible for conducting the District elections that come under the responsibility of the District in accordance with MCA 20-20-417.
2. The District shall reimburse the County for actual costs of all elections for the District's proportionate share of the cost of elections when held in conjunction with other political subdivisions (special purpose districts) conducted for the District, including but not limited to the cost of:
 - Election judge wages, staff overtime, and security personnel
 - Postage for ballot mailing, undeliverable notices, and postage due charges, etc.
 - Printing charges for mailing envelopes, voter instructions, etc.
 - Legal publications (Notice of Close of Voter Registration and Notice of Election and Counting Method, etc. in District Newspaper if applicable)
 - Election supplies, including ballot envelopes, notice envelopes and notices to be sent to electors, tabulator use, etc.
 - ES&S programming for tabulator and ExpressVotes, ballot layout, ballot stock and printing, shipping and handling charges and ES&S on-site support, etc.
3. The District will post the Notice of Election in the following manner:
 - 20-20-204(1)(ii) Posting notices in three public spaces in the district; and
 - 20-20-204(1)(iii) posting notice on district's website for 10 days prior to election
4. The District shall be responsible for providing ballot drop locations at their district and agree to transport ballots under the guidance of two election officials in a timely manner

to the County. The District shall be responsible for the cost of opening and closing the drop-off locations required for each election and the transport of ballots to the County.

5. The District agrees to be open to the public on election day from 7 am to 8 pm to assist electors in dropping off their ballots.
6. The District shall be responsible for completing all necessary legal procedures in a timely manner to meet the time requirements of Montana Code Annotated, i.e., resolution calling for an election, mail ballot written plan and submission to the Secretary of State and approval thereof, supplying candidate declarations to the County, etc. Failure to meet established time requirements will release County from the obligation of conducting the District election. Necessary timelines will be provided to the District no later than 90 days prior to the District election. Specifically, ballot language will be required by the close of candidate filing for any ballot issue(s).
7. The District will be responsible for timely review of ballot proofs, ballot language and candidate terms and names.
8. It is understood that mail ballot elections are the most efficient method of conducting an election, and the County maintains the absolute right to conduct elections in said manner.
9. The County will, upon request, provide District with lists of registered voters at no charge for each District election.
10. The District will notify County in writing of proposed date of a special election 75 days in advance. The County must notify the District within 5 days of notice; whether or not, County can conduct election for date selected.

IN WITNESS THEREOF, the aforementioned parties have hereunto entered into this agreement on this _____ day of February 2025.

School District Representative

Flathead County Elections Administrator



CONTACT A REPRESENTATIVE TODAY:

863 Great Northern Blvd.
Suite 301
Helena, MT 59601

Lisa Gowen (406) 437-4054
lgowen@mtsba.org
Laren Carparelli (406) 431-3274
lcarparelli@mtsba.org

Fax: (406) 442-2194

The Montana Schools Unemployment Insurance Program (MTSUIP) continues to distinguish itself in the field of school advocacy and expense savings for its members. Since its inception in 1994, MTSUIP has consistently posted a solid achievement record for Montana schools. It has differentiated itself from the alternatives for unemployment insurance coverage by adding unique value to school district membership. Through an alignment with its sponsors, the Montana Association of School Business Officials and the Montana School Boards Association, we have been able to provide:

- ✓ Rate savings of approximately 25% compared to other options
- ✓ Easy Quarterly Payroll Reporting
- ✓ Customized Professional Assistance
- ✓ Specialized Training
- ✓ Loss Control and Claims Advocacy
- ✓ Financial Strength
- ✓ Pre-loss Legal Services!
- ✓ Free Access to the *Montana Education Law Reporter (MELR)*

MTSUIP's Free Pre-Loss Legal Services, Publications, and Training

What are Pre-Loss Legal Services?

Many incidents and actions can lead to employment-related claims against your school district, starting when you first contemplate advertising an opening. MTSUIP Pre-Loss Legal Services can help you prevent expensive litigation and guide you through difficult legal issues and decisions.

MTSUIP Pre-Loss Legal Services offer members professional legal advice at no cost by an MTSBA attorney. MTSBA attorneys consult with members about employment-related incidents and actions with the goal of averting unemployment and other employment-related claims. By taking advantage of these services, members reduce employment-related lawsuits, which take their toll in time, finances, and stress.

What is covered?

MTSUIP Pre-Loss Legal Services are available when you have concerns involving employee misconduct, discrimination, retaliation and harassment, union grievances, and many other employment issues.

How much does a MTSUIP Pre-Loss Legal consultation cost?

If you have MTSUIP unemployment insurance, you're entitled to as much as three hours of "pre-loss" legal consultation per incident at no cost.

After reaching the three hour limit, you may continue to receive professional legal advice at the reduced MTSBA member rate, from an attorney who is knowledgeable about your situation.

Remember, you're entitled to up to three hours of legal consultation per incident, so don't hesitate to call.

Contact MTSBA for:

For employment cases, contact us as soon as a concern or issue is identified.

How do I contact a Pre-Loss attorney?

Simply email the Montana School Boards Association at legal@mtsba.org

What publications will our District have access to?

MTSUIP members will have free access to the *Montana Education Law Reporter (MELR)* via the Internet. The MELR is a comprehensive publication service which provides members with information relating to their roles and responsibilities, hiring practices and procedures, articles on specific employment matters (e.g., wage-and-hour laws, FMLA, etc.). Also included in this service are job descriptions and employment-related forms (e.g., sample employment contracts, form letters, etc.) which are regularly needed/required of school districts. This service will be updated annually to provide you with the latest information.

What can MTSUIP training do for us?

MTSUIP has partnered with the Montana School Boards Association to provide high quality, free training in employment-related issues, including:

- Human Resource Issues
- Back to School Legal Primer
- April "Hot Topic"
- In-District HR Training
- Budget Workshop

These seminars are free to all MTSUIP member districts and are provided on a regular basis each year.

MULTI-DISTRICT PARTICIPATION AGREEMENT
In The
MONTANA SCHOOLS UNEMPLOYMENT INSURANCE PROGRAM

This Agreement is entered into between the Montana Schools Unemployment Insurance Program (MTSUIP) (hereinafter "The Program"), a joint exercise of powers agency duly organized and existing under the laws of the State of Montana, and each Participating Montana Public School or Cooperative, which are political subdivisions duly organized and existing under the Constitution and laws of said State, (hereinafter the "Participating Member");

WHEREAS, Article XI, Section 7 of the Montana Constitution provides that a political subdivision may a) cooperate in the exercise of any function, power, or responsibility with, b) share the services of any officer or facilities with, and c) transfer or delegate any function, power responsibility, or duty of any officer to one or more other local government units, school districts, the state or the United States;

WHEREAS, Title 7, Chapter 11, Part 1, Montana Code Annotated, (the Interlocal Cooperation Act) authorizes political subdivisions to create interlocal agreements to jointly perform any undertaking that each such political subdivision unit is authorized by law to perform;

WHEREAS, Section 2-9-211, MCA authorizes political subdivisions of the state to procure insurance separately or jointly with other subdivisions, and to use a deductible or self-insurance plan, wholly or in part;

WHEREAS, Section 20-3-363, MCA, authorizes the boards of trustees of any two or more school districts to enter into a multidistrict agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the participating districts;

WHEREAS, an Agreement made pursuant to Section 20-3-363, MCA, must be approved by the board of trustees of each Participating Member;

WHEREAS, all expenditures in support of this Agreement must be made directly from the District's retirement fund or any legally available fund designated by the Board of Trustees of each Participating Member;

WHEREAS, in accordance with Section 20-9-703, MCA, The Program, as a public entity, shall be designated as the prime agency. All other Participating Members shall be designated as cooperating agencies;

WHEREAS, Participating Member has determined it to be in its best interest to join with other school districts in participating in The Program for the purpose of reducing the Participating Member's unemployment insurance costs and for effectively assisting Participating Members in the State's processing of unemployment claims;

WHEREAS, The Program is a joint exercise of powers established pursuant to an Interlocal Cooperation Act for the purpose of providing group self-insurance and loss control programs for Participating Members executing this Agreement;

WHEREAS, The Program is authorized to exercise necessary powers to implement the purposes of The Program as established by the Bylaws, the Interlocal Cooperative Act and this Agreement;

WHEREAS, The Program and the Participating Member have entered into this Agreement to meet the unemployment insurance needs of the Participating Member, and to provide for joint and several liability of the Participating Member along with all other Participating Members for the full amount of any and all known or unknown claims of each Participating Member arising during the Participating Member's participation in The Program, and will provide the following advantages, among others, to each Participating Member:

(a) mutual agreement by the Participating Member to make quarterly contributions on a schedule adopted by the Board of Directors and calculated to spread and moderate the cost of claims loss to each Participating Member,

(b) relief from the burden of paying taxes to the State of Montana at levels reflecting the higher costs of other entities because The Program's costs will be limited to reasonable administrative and actual claims costs, and

(c) contribution payments calculated to provide amounts in each year necessary to maintain The Program at a fiscally sound level and therefore sufficient to reserve against the incurred losses of Participating Members;

WHEREAS, Participating Members of the Program voted to approve revisions to The Program's Bylaws effective July 1, 2024. As such, each current Participating Member and new Participating Members will be required to execute this Agreement as a condition of continued participation in The Program;

WHEREAS, it is a matter for the governing board of the Participating Member to determine the appropriate manner in which to provide unemployment insurance coverage; and

WHEREAS, the governing body of the Participating Member has authorized the execution of this Agreement for the purpose of providing coverage for the Participating Member for the benefit of the Participating Member's taxpayers and for the benefit of its present and former employees; and

NOW THEREFORE, in consideration of the above recitals and of the mutual covenants hereinafter contained and for other good and valuable consideration, the parties hereto agree as follows:

Section 1 -- General Provisions:

1. The purpose of this Agreement is to create a multidistrict cooperative for the purpose of providing group unemployment self-insurance and loss control programs for Participating Members of The Program.

2. The Program is designated as the prime agency for the purpose of the financial administration of this Agreement.

3. All other Participating Members are designated as the cooperating agencies and in accordance with Section 20-9-704, MCA, shall transfer all financial obligations under this Agreement to The Program.

4. Any and all amounts transferred to The Program from each Participating Member shall come from the District's retirement fund or any legally available fund designated by the Board of Trustees of each Participating Member.

5. Transfers may not be made with funds restricted by federal law unless the transfer is in compliance with any restrictions or conditions imposed by federal law.

6. The term of this Agreement shall be from July 1, 2024 to June 30, 2027. This Agreement will be extended for additional periods of three (3) years unless the Participating Member provides The Program with notice of withdrawal by May 2nd of the last year of the three (3) year term pursuant to the notice requirements set forth in Section 7, Paragraph 1.

7. Any Participating Member may withdraw from participation in The Program upon sixty (60) days written notice to The Program as set forth hereinbelow at Section 5, Paragraph 1. In the event a Participating Member withdraws from participation in The Program, the provisions of Section 5 shall apply.

Section 2 -- Participating Member Conditions and Requirements of Participation In The Program:

1. Each Participating Member must be a Montana Public School or Cooperative. If the Participating Member is a Montana Public School, the Participating Member must be both a member of the Montana School Boards Association (MTSBA) and the Montana Association of School Business Officials (MASBO). If the Participating Member is a Cooperative, the Participating Member must be member of MTSBA and MASBO unless the Cooperative does not employ a Clerk, in which case the Cooperate is not required to be a member of MASBO, but is required to be a member of MTSBA in order to participate in The Program.
2. Each Participating Member agrees to fully cooperate with The Program. This includes but is not limited to the following:
 - a. Timely submission of quarterly unemployment payroll reports to The Program;
 - b. Timely payment of unemployment contributions; and
 - c. Timely responses to unemployment claims information requests.

3. Each Participating Member agrees to reimburse The Program for claim expenses incurred if the Participating Member fails to timely respond to claims information requests from The Program (or the Montana Unemployment Insurance Division).
4. Each Participating Member agrees that membership in the Program may be terminated with sixty (60) calendar days' notice to the Participating Member (via electronic and other means as set forth in Section 5, Paragraph 3) for any of the following reasons as recommended by The Program Director and determined by the Board of Directors:
 - a. Failure to be a member in good standing with both MTSBA and MASBO (where applicable) as noted hereinabove;
 - b. Failure to timely file quarterly unemployment payroll reports;
 - c. Failure to timely pay unemployment contributions due;
 - d. Failure to timely respond to unemployment claims information requests;
 - e. Ongoing higher than normal unemployment claims for an extended period as determined in the discretion of The Program;
 - f. Any event, caused by a Participating Member's actions, that expose The Program to paying claims in excess of the liability cap outlined in the Paragraph 5 below.
5. Each Participating Member agrees that The Program's liability for claims is capped at five (5) times each Participating Member's annual contribution, subject to board approved minimums & maximums. Each Participating Member will be responsible for the Participating Member's claims that exceed its liability cap. This is necessary to protect The Program and prevent the failure of The Program in case of a catastrophic event(s) where claims of a single Participating Member disproportionately exceed the cumulative contributions of that Participating Member thereby jeopardizing the investment of all other Participating Members.
6. Each Participating Member agrees to take such action as may be necessary to include unemployment contribution payments payable hereunder in its annual budget. This agreement on the part of the Participating Member shall be deemed to be and shall be construed to be duties imposed by law and it shall be the duty of each and every public official of the Participating Member to take such action and do such things as are required by law in the performance of the official duties required hereunder to enable each Participating Member to carry out and perform the duties and obligations set forth in this Agreement.
7. Each Participating Member agrees that The Program and any of its agents, employees or attorneys shall be permitted at all reasonable times to examine the Participating Members' payroll records, and Participating Members' books, contracts, documents and records of any and every kind which show or tend to show or verify the contribution which is payable under the terms hereof. This right to inspect or examine shall continue after termination of membership with respect to all claims or matters arising during or relating to membership status in The Program.
8. Each Participating Member agrees to exercise and implement risk management practices to minimize unemployment claims.

9. Each Participating Member agrees to give immediate notification to The Program of any unemployment claim. Any cost or penalty associated with any paid claim relating to unemployment benefits resulting from a Participating Member's failure to give timely notice or response to The Program will be assessed against the Participating Member.

Section 3 – Obligations and Authority of The Program:

1. All claims for unemployment are processed and investigated by the Unemployment Insurance Division of the Montana Department of Labor and Industry ("the Department of Labor"). As noted hereinabove in Section 2, each Participating Member agrees to cooperate with the Department of Labor and with The Program in providing any and all relevant information necessary to process claims and make determinations regarding the validity of a claim for unemployment. The Program shall reimburse any claim made by a former or current employee of any Participating Member, arising out of such claimant's employment, if approved by the Montana Department of Labor and Industry, the Board of Labor Appeals or a court of competent jurisdiction.
2. Any approved claim entered against a Participating Member shall be a liability of The Program and a joint and several liability of each Participating Member as provided in this Agreement.
3. As noted hereinabove at Section 2, Paragraph 5, each Participating Member agrees that The Program's liability for claims is capped at five (5) times each Participating Member's annual contribution, subject to board approved minimums and maximums. Each Participating Member will be responsible for the Participating Member's claims that exceed that Participating Member's cap.
4. If The Program assets are insufficient to reimburse for the claim, The Program may assess each Participating Member to the extent necessary to pay for such claim(s), and the assessment charged each Participating Member shall be determined on a proportionate basis in accordance with each Participating Member's net contribution to The Program. An assessment shall be a contractual obligation of the Participating Member provided, however, that nothing contained herein shall be construed as a limitation upon the joint and several liability of each Participating Member.
5. The liability of The Program is specifically limited to: (1) such obligations as are imposed by the Unemployment Insurance Law of the State of Montana; and (2) the limitations set forth in Section 2, Paragraph 5 as set forth hereinabove.
6. The Program may purchase excess insurance if the Board of Directors determines it to be in the best interests of the Program and the Participating Members.
7. The Program may raise funds by the issuance of bonded indebtedness in an amount necessary to assure the continued solvency of The Program if approved by the Board of Directors. The proceeds of which bonded indebtedness may be used in lieu of or in addition to excess insurance and surety bonds to the fullest extent permitted by applicable Montana Law.

8. The Board of Directors may, in its discretion, approve agreements with various third-party service providers to provide services necessary for the efficient operation of The Program.
9. The Program will realize investment income in accordance with applicable investment laws which shall be treated as revenue to the Program.
10. The Program has the authority to establish financial reserves to ensure the ongoing viability of The Program and to account for future unexpected conditions that may impact the viability of The Program.
11. Contributions, investment income, special assessments, profits or other income paid to or derived from The Program shall not be commingled with the funds of any other program.

Section 4 – Contribution Rates and Payments:

1. Contribution rates shall be adopted by The Program's Board of Directors on a fiscal year basis to be effective July 1 of each year, provided, however, that the Board of Directors may make such mid-term adjustments to rates or special assessments as may be appropriate and in the best interests of The Program and the Participating Members to accomplish the goals of the Program. Contribution rates shall be applied to each Participating Member's payroll.
2. The contributions charged Participating Members will be sufficient to secure and pay for services necessary for the efficient operation of The Program, including but not limited to the following services:
 - a. Reimbursement of claims paid
 - b. Payment of the administrative fund tax (AFT)
 - c. General administration of The Program
 - d. Claims assistance and legal advocacy
 - e. Investment services
 - f. Legal services
 - g. Accounting and auditing services
 - h. Actuarial/Consulting services
 - i. Risk management consulting services
3. Each Participating Member agrees to pay the contributions at the rate and on the schedule approved by The Program's Board of Directors. As set forth in Section 2, Paragraph 4, failure to timely pay contributions is grounds for termination of membership in The Program.
4. Subject to the following conditions set forth hereinbelow, the obligation of any Participating Member to pay contributions under this Agreement will terminate upon the earliest of the following events:
 - a. withdrawal of such Participating Member from The Program pursuant to Section 5, Paragraph 1; or
 - b. termination of such Participating Member from The Program pursuant to Section 5, Paragraph 3.

Provided however, that no such withdrawal or termination shall extinguish (i) the obligations of such Participating Member to pay contributions with respect to coverage periods of such Participating Member prior to such withdrawal or termination, (ii) the obligations of such Participating Member to pay Special Assessments as provided in Section 4, Paragraph 1 with respect to coverage periods of each Participating Member, whether such Special Assessments are imposed either prior or subsequent to such withdrawal or termination, or (iii) the right to receive the benefits of such coverage with respect to coverage periods of such Participating Member prior to such withdrawal or termination.

5. There shall be no abatement of contribution payments. Notwithstanding the authority of The Program to terminate a Participating Member for failure to timely file reports and/or timely pay contributions, in the event a Participating Member fails to make any of the contribution payments required on the date due as established by the Board of Directors, the payment in default shall remain the obligation of the Participating Member until paid in full. For any late contribution payments or late report filing, the member agrees to pay The Program any applicable penalties and/or interest that The Program assesses.

Section 5 -- Rights and Obligations Upon Withdrawal or Termination of Membership In The Program:

1. Any Participating Member may withdraw from The Program by giving at least sixty (60) calendar days' notice in writing to The Program pursuant to the Notice requirements set forth in Section 7, Paragraph 1 of its desire to withdraw.
2. In no event shall withdrawal from or termination of a Participating Member's participation in The Program release a Participating Member from its obligation to pay any and all amounts due The Program resulting from default under the terms of this Agreement, nor shall such withdrawal or termination release a Participating Member from its obligation to pay contributions or special assessments as provided herein. Notice of withdraw shall be revocable only at the sole discretion of The Program.
3. When, upon recommendation of the Program Director and action of The Program's Board of Directors, a Participating Member has been deemed to have engaged in any conduct and/or inaction that warrants termination of a Participating Member's membership in The Program as set forth in Section 2, Paragraph 4 above, the Participating Member will be given at least sixty (60) calendar days' notice (sent via email to the Business Manager and Board Chair and also certified mail return receipt requested addressed to the District's or Cooperatives Business Manager) that the Participating Member's membership in The Program is being terminated as of a date certain. Said notification shall include the basis for such termination. The action of The Program's Board of Directors shall be final and binding.
4. In no event shall termination from The Program release a Participating Member from its obligation to pay contributions with respect to coverage periods.
5. Upon notice of withdrawal from a Participating Member or termination of a Participating Member from The Program, The Program and the Participating Member shall promptly notify the Unemployment Insurance Division of the Montana Department of Labor and Industry.

Section 6 -- Joint and Several Liability:

1. Each Participating Member agrees to assume and guarantees to pay, or otherwise discharge promptly, any and all the liabilities and obligations which The Program may incur pursuant to the terms of this Agreement and the Unemployment Insurance Laws of the State of Montana.
2. This Agreement represents a direct financial guarantee to the present and former employees of all Participating Members of The Program for the full amount of any and all liabilities or obligations on amounts not limited to each Participating Member's "pro rata" share. Each Participating Member understands and agrees that it shall be jointly and severally liable with the other Participating Members for the full amount of any and all known and unknown reimbursable unemployment compensation claims of the Program arising during the membership of the Participating Member in The Program.
3. In the event The Program shall fail to reimburse for claims when due, the Participating Member will pay the same, and the payment may be enforced against the Participating Member to the same extent as if said payment was its sole liability. The Participating Member understands and agrees that it shall be jointly and severally liable with the other Participating Members for the full amounts of any and all known or unknown claims of The Program arising during the membership of the Member with the Program.

Section 7 – Notice and Enforceability:

1. All notices or other communications hereunder shall be sufficiently provided when sent to the Program Director via email or other electronic means and upon acknowledgement back to the sender of receipt by the Program Director. If mailing is utilized as a means of notice, any notice or other communication shall be deemed to have been received five business days after deposit in the United States mail in certified form, postage prepaid, to the Participating Member at the physical address The Program has on file.

If mailing to The Program, such notice or communication should be addressed to:


Montana Schools Unemployment Insurance Program
863 Great Northern Blvd., Ste. 301
Helena, MT 59601

2. This Agreement shall inure to the benefit of and shall be binding upon The Program and the Participating Members and their respective successors and assigns.
3. This Agreement is enforceable by The Program, Participating Members of the Program, and/or the Unemployment Insurance Division of Montana Department of Labor and Industry. The undersigned is held and firmly bound for the payment of any and all legal fees and costs incurred by The Program and/or the State of Montana in any actions taken to enforce this Agreement.


4. In the event any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.
5. The Program and the Participating Members agree that they will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may reasonably be required for correcting any inadequate or incorrect description of The Program hereby provided or intended so to be or for carrying out the expressed intention of this Agreement.
6. This Agreement shall be governed by and construed in accordance with the laws of the State of Montana.

Effective this 1st day of July, 2024.

MONTANA SCHOOLS UNEMPLOYMENT INSURANCE PROGRAM

By 
 Program Director, MTSUIP
 Laren Carparelli

PARTICIPATING MEMBER

Signed by:
 By 
 Authorized Representative (signature)
 Dustin Zuffelato

Printed Name of Authorized Representative
 Columbia
 Falls School
 School District/Cooperative Name (please provide the full "name"
 of your District – not just the "district number")



Fwd: AP English courses

1 message

Josh Gibbs <j_gibbs@cfmthschools.net>
To: Marie Birky <mbirky@cfmthschools.net>

Wed, Feb 5, 2025 at 2:06 PM

This sender is trusted.

Wording for the classes.

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

From: **Tamara Laycock** <t_laycock@cfmthschools.net>
Date: Wed, Feb 5, 2025 at 1:36 PM
Subject: AP English courses
To: Josh Gibbs <j_gibbs@cfmthschools.net>

AP CAPSTONE PATHWAY

AP Capstone is a program based on two year long AP courses: AP Seminar and AP Research. These courses are designed to complement other AP courses that the AP Capstone student may take. Instead of teaching specific subject knowledge, AP Seminar and AP Research use an interdisciplinary approach to develop the critical thinking, research, collaboration, time management, and presentation skills students need for college-level work.

AP Seminar

Grades: 9, 10, 11

1 year

1 credit

Prerequisite: None, but if taking as a 9th grader, instructor permission is required.

AP Seminar is a rigorous, interdisciplinary course designed to develop students' skills in research, analysis, teamwork, and communication. Through inquiry-based learning, students explore complex real-world issues from multiple perspectives, crafting evidence-based arguments and presenting solutions. Projects include written essays, multimedia presentations, and collaborative work, culminating in an individual research-based argument. AP Seminar is part of the AP Capstone program and prepares students for AP Research, where they can design and conduct academic studies. This course emphasizes critical thinking, collaboration, and effective communication, empowering students for success in college and beyond.

This course counts towards one of four years of required English credits.

AP Research

Grades: 11, 12

1 year

1 credit

Prerequisite: AP Seminar

AP Research, the second course in the AP Capstone experience, allows students to deeply explore an academic topic, problem, issue, or idea of individual interest. Student's design, plan, and implement a yearlong investigation to address a research question. Through this inquiry, they further the skills they acquired in the AP Seminar course by learning research methodology, employing ethical research practices, and accessing, analyzing, and synthesizing information. Students reflect on their skill development, document their processes, and curate the artifacts of their scholarly work through a process and reflection portfolio. The course culminates in an academic paper of 4,000-5,000 words (accompanied by a performance, exhibit, or p - 5 8 - here applicable) and a presentation with an oral defense. This course counts towards one of four years of required English credits.

**Substitute Hires
Feb 2025**

Teacher

LNAME	FNAME	Teacher
Genger	Barbara	Teacher or Aide
De Jong	Eileen	Teacher or Aide
Goldacker	Whitney	Teacher or Aide
Yeats	Ashley	Teacher or Aide
Sailer	Hanna	Teacher or Aide
Hutcheson	Ella	Teacher or Aide
Carlson	Joseph	Teacher or Aide
Werdel	Connor	Teacher or Aide
		Teacher or Aide
		Teacher or Aide

Secretary / Nurse

LNAME	FNAME	Other
		Nurse
		Nurse
		Secretary

Bus Driver

LNAME	FNAME	Other
		Bus Driver
		Bus Driver
		Bus Driver

Hot Lunch

LNAME	FNAME	Other
		Hot Lunch
		Hot Lunch
		Hot Lunch
		Hot Lunch

Custodian

LNAME	FNAME	Other
Kimmet-Lee	Austin	Custodian
		Custodian
		Custodian
		Custodian

2/4/2025