

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES
SPECIAL BOARD MEETING**

LINCOLN BOARD ROOM
215 7th Ave South
Lewistown, MT 59457

WEDNESDAY, SEPTEMBER 24, 2025

CALL TO ORDER (5:00pm)

1. Roll Call
2. Pledge of Allegiance

PUBLIC PARTICIPATION

3. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items

DISCUSSION

4. Long Range Financial Planning

ACTION ITEMS

5. Consider Approval of a Facility Study Expenditure
6. Personnel Report

ADJOURNMENT

PUBLIC PARTICIPATION

The Board of Education encourages participation at public School Board meetings. Under normal circumstances it is desirable to allow everyone to address the Board. However, when there are many persons who wish to address the Board, the following rules shall apply to protect the public's right to be heard:

- Speaker must first be recognized by the Chair and identify him/herself.
- Comments may not infringe on the rights to privacy of another.
- Each speaker shall be allowed a presentation not to exceed three (3) minutes at the appropriate time on the Agenda.
- There will be a limit of one presentation per person.
- The Board requests that organizations and groups be represented by a single spokesperson. The spokesperson for each group shall be limited to a presentation of three (3) minutes. To save repetition and time, the Board also requests that persons not speak if a previous speaker has expressed a similar position on the same issue.
- Appropriate comments are welcome but no action is likely to be taken at this time to ensure that others have the opportunity to address the same issue also. Items discussed may, at the discretion of the Board, be placed on a later agenda.
- The Board will accept comments from the public on each agenda item as it is discussed.

By a majority vote of the Board, these rules may be suspended for special reasons at any particular meeting. Further, the Board may reserve the right to adjust the length of time.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

#3

MEETING DATE: September 24, 2025

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

PREPARED BY: _____

SUMMARY:

Time is provided on the agenda for anyone who wishes to address the Board on non-agenda items.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#4

MEETING DATE: September 24, 2025

ITEM TITLE: DISCUSSION – LONG RANGE FINANCIAL PLANNING

PREPARED BY: BRAD MOORE, SUPERINTENDENT

SUMMARY:

The Board will be discussing long range financial planning for both the Elementary and High School districts.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

#5

MEETING DATE: September 24, 2025

ITEM TITLE: CONSIDER APPROVAL OF FACILITY STUDY EXPENDITURE

PREPARED BY: _____

SUMMARY:

The Board needs to consider the approval of purchasing the completion of a Facility Study in order to assist with long term facility planning.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#6

MEETING DATE: September 24, 2025

ITEM TITLE: PERSONNEL REPORT

PREPARED BY: Christy Rogers, Administrative Assistant

SUMMARY:

Attached is the Personnel Report for your review.

☒ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Wednesday September 24, 2025

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
ALTONA, Kassandra	High Needs Paraprofessional/Para Educator + Cert	Garfield Elementary School	Approve appointment on schedule - PARA EDUCATOR HIGH NEEDS , Step 0 for up to 2 hours per day. PARA EDUCATOR + CERT Step 0 for up to 5.5 hours per day for up to 176 days.	9/1/2025	Jessica Miller	Revised Contract
BAINES, Ivy	Second Cook/Baker	Central Kitchen	Accept Resignation	9/4/2025	Amie Friesen	Text message resignation on file
BLAZICEVICH, Mishaela	Second Cook/Baker	Central Kitchen	Approve appointment on schedule - SECOND COOK BAKER, Step 1 for up to 4 hours per day for up to 159 days.	9/25/2025	Amie Friesen	Replacing Ivy Baines
BRADSHAW, Cynthia	High Needs Paraprofessional/Para Educator + Cert	Garfield Elementary School	Approve appointment on schedule - PARA EDUCATOR HIGH NEEDS , Step 2 for up to 2 hours per day. PAR EDUCATOR + CERT, Step 2 for up to 5.5 hours per day for up to 176 days.	9/1/2025	Jessica Miller	Revised Contract
BRAULICK, Douglas	Advisor	Fergus High School Activities	Approve appintment on schedule - JUNIOR CLASS FUNDRAISER, stipend \$41,615.00 x .02= \$832.30	9/25/2025	Derek Lear	
RUTTEN, Kristin	Head Coach	Fergus High School Activities	Approve appintment on schedule - SPEECH AND DRAMA, stipend \$41,615.00 x .110= \$4,577.65	9/25/2025	Derek Lear	
WYLIE, Kendra	High Needs Paraprofessional	Fergus High School	Approve appointment on schedule - PARA EDUCATOR HIGH NEEDS, Step 1 for up to 7.5 hours per day for up to 156 days.	9/29/2025	Matt Lewis	Replacing position she previously had

LEWISTOWN PUBLIC SCHOOLS

2025-2026 SCHOOL CALENDAR

AUGUST 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2026						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

PIR DAYS

(Pupil Instruction-Related)

August 15

August 18-19

October 16-17

Oct 27-30, Nov 3-6

March 23-27

May 11

New Staff Orientation

All Staff Orientation/PIR

Staff Development Days

Teachers Convention (Missoula)

Parent-Teacher Conferences

Schedules vary by school

PIR Nov 7

Parent-Teacher Conferences

Schedules vary by school

Full school days for students

PIR Day

HOLIDAYS & VACATIONS

No School for Teachers or Students

September 1

November 26-28

Dec 22 - Jan 2

February 27

March 13

April 2-6

May 25

Labor Day

Thanksgiving Vacation

Winter Break

Vacation Day

Vacation Day

Easter Vacation

Memorial Day

New Teacher Orientation

First/Last Day of School

K-8 Quarter Ends

K-8 Qtr Mid-Term

K-8 Semester Ends

Early Out (1:30 pm)

PIR Day

No School (Day Off/No School)

Paid Holiday (Day Off/No School)

Flex Day (No School for Students)

K-3 First Day

FHS Quarter Ends

FHS Qtr Mid-Term

FHS Semester Ends

FHS Graduation

PT Conferences

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)

First Semester					91 days	Second Semester					88 days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug 20	to	Aug 22	3		First Week	Jan 19	to	Jan 23	5	
Second Week	Aug 25	to	Aug 29	5		Second Week	Jan 26	to	Jan 30	5	
Third Week	Sept 2	to	Sept 5	4		Third Week	Feb 2	to	Feb 6	5	
Fourth Week	Sept 8	to	Sept 12	5		Fourth Week	Feb 9	to	Feb 13	5	
Fifth Week	Sept 15	to	Sept 19	5		Fifth Week	Feb 16	to	Feb 20	5	
Sixth Week	Sept 22	to	Sept 26	5		Sixth Week	Feb 23	to	Feb 26	4	
Seventh Week	Sept 29	to	Oct 3	5		Seventh Week	March 2	to	March 6	5	
Eighth Week	Oct 6	to	Oct 10	5		Eighth Week	March 9	to	March 12	4	
Ninth Week	Oct 13	to	Oct 15	3		Ninth Week	March 16	to	March 20	5	
Tenth Week	Oct 20	to	Oct 24	5						43	
					45						
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct 27	to	Oct 31	5		First Week	March 23	to	March 27	5	
Second Week	Nov 3	to	Nov 6	4		Second Week	March 30	to	April 1	3	
Third Week	Nov 10	to	Nov 14	5		Third Week	April 7	to	April 10	4	
Fourth Week	Nov 17	to	Nov 21	5		Fourth Week	April 13	to	April 17	5	
Fifth Week	Nov 24	to	Nov 25	2		Fifth Week	April 20	to	April 24	5	
Sixth Week	Dec 1	to	Dec 5	5		Sixth Week	April 27	to	May 1	5	
Seventh Week	Dec 8	to	Dec 12	5		Seventh Week	May 4	to	May 8	5	
Eighth Week	Dec 15	to	Dec 19	5		Eighth Week	May 12	to	May 15	4	
Ninth Week	Jan 5	to	Jan 9	5		Ninth Week	May 18	to	May 22	5	
Tenth Week	Jan 12	to	Jan 16	5		Tenth Week	May 26	to	May 29	4	
					46						45
											Total Days 179

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 15	New Staff Orientation	
	August 18-19	All Staff Orientation/PIR	2.0
	October 16-17	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 27-30, Nov. 3-6	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>PIR Nov. 7</i>	1.5
	March 23-27	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>	.5
	May 11	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0
HOLIDAYS & VACATIONS	Dates Inclusive		
	September 1	Labor Day	
	November 26-28	Thanksgiving Vacation	
	Dec 22-Jan 2	Winter Break	
	February 27	Vacation Day	
	March 13	Vacation Day	
	April 2-6	Easter Vacation	
	May 25	Memorial Day	
	July 3	Vacation Day (12-mo employees)	

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)	First Semester				81 days	Second Semester				98 days
	FIRST QUARTER				DAYS	THIRD QUARTER				DAYS
	First Week	Aug 20	to	Aug 22	3	First Week	Jan 5	to	Jan 9	5
	Second Week	Aug 25	to	Aug 29	5	Second Week	Jan 12	to	Jan 16	5
	Third Week	Sept 2	to	Sept 5	4	Third Week	Jan 19	to	Jan 23	5
	Fourth Week	Sept 8	to	Sept 12	5	Fourth Week	Jan 26	to	Jan 30	5
	Fifth Week	Sept 15	to	Sept 19	5	Fifth Week	Feb 2	to	Feb 6	5
	Sixth Week	Sept 22	to	Sept 26	5	Sixth Week	Feb 9	to	Feb 13	5
	Seventh Week	Sept 29	to	Oct 3	5	Seventh Week	Feb 16	to	Feb 20	5
	Eighth Week	Oct 6	to	Oct 10	5	Eighth Week	Feb 23	to	Feb 26	4
					3	Ninth Week	March 2	to	March 6	5
					40	Tenth Week	March 9	to	March 12	4
										48
	SECOND QUARTER				DAYS	FOURTH QUARTER				DAYS
	First Week	Oct 20	to	Oct 24	5	First Week	March 16	to	March 20	5
	Second Week	Oct 27	to	Oct 31	5	Second Week	March 23	to	March 27	5
	Third Week	Nov 3	to	Nov 6	4	Third Week	March 30	to	April 1	3
	Fourth Week	Nov 10	to	Nov 14	5	Fourth Week	April 7	to	April 10	4
	Fifth Week	Nov 17	to	Nov 21	5	Fifth Week	April 13	to	April 17	5
	Sixth Week	Nov 24	to	Nov 25	2	Sixth Week	April 20	to	April 24	5
	Seventh Week	Dec 1	to	Dec 5	5	Seventh Week	April 27	to	May 1	5
	Eighth Week	Dec 8	to	Dec 12	5	Eighth Week	May 4	to	May 8	5
	Ninth Week	Dec 15	to	Dec 19	5	Ninth Week	May 12	to	May 15	4
					41	Tenth Week	May 18	to	May 22	5
						Eleventh Week	May 26	to	May 29	4
										50
						Total Days				179

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 15	New Staff Orientation	
	August 18-19	All Staff Orientation/PIR	2.0
	October 16-17	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 27-30, Nov. 3-6	Parent-Teacher Conferences <i>Schedules vary by school PIR Nov. 7</i>	1.5
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	May 11	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0
HOLIDAYS & VACATIONS	Dates Inclusive		
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	Dec 22-Jan 2	Winter Break	
	February 27	Vacation Day	
	March 13	Vacation Day	
	April 2-6	Easter Vacation	
	May 25	Memorial Day	
	July 3	Vacation Day (12-mo employees)	