

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

LINCOLN BOARD ROOM

215 7th Ave South
Lewistown, MT 59457

MONDAY, November 10, 2025

CALL TO ORDER (6:00pm)

1. Roll Call
2. Pledge of Allegiance
3. Motion to Set Agenda
4. Report – Student Representative to the Board
5. Report – Lewistown Education Association (LEA)
6. Report – Committees of the Board
7. Report – Investments
8. Report – Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS – CONSENT AGENDA

10. Minutes
11. Claims
12. Out of District Agreements
13. Transportation
14. Destruction of Records
15. Personnel Report

ACTION ITEMS – OLD BUSINESS

None

ACTION ITEMS – NEW BUSINESS

16. First Reading of Policies
17. Consider Approval of Softball Sports Cooperative with Winifred
18. Consider Approval of Wrestling Sports Cooperative with Denton
19. Consider Approval of Recreation Facilities Agreement with the City of Lewistown

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
#4

MEETING DATE: November 10, 2025

ITEM TITLE: REPORT - STUDENT REPRESENTATIVE

PREPARED BY: Shoe Davis, Student Representative

SUMMARY:

Fergus High School Student Representative to the Board of Trustees will provide a report on upcoming activities at Fergus High School.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#5

MEETING DATE: November 10, 2025

ITEM TITLE: REPORT – LEWISTOWN EDUCATION ASSOCIATION

PREPARED BY: Luke Brandon, LEA President

SUMMARY:

The Lewistown Education Association (LEA) would like to update the Board of Trustees on the activities and happenings for their organization.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

#6

MEETING DATE: November 10, 2025

ITEM TITLE: REPORT – COMMITTEES OF THE BOARD

PREPARED BY: Committees

SUMMARY:

The Board of Trustees has the opportunity to provide updates on their various committees.

Attached is the list for Standing Committees of the Board for the 2025-2026 School Year. The list has been updated to reflect changes made at the September Board Meeting.

☒ ADDITIONAL INFORMATION ATTACHED

NOTES:

STANDING COMMITTEES OF THE BOARD
2025-2026 School Year

Committee	Number on Comm.	Kris Birdwell	Whitney Brady	Lisa Koch	Mariah Shammel	Jeff Southworth	Carson Sweeney	Eric Vanderbeek
Building & Grounds	3	X	X			X		
Safety Committee	2				X			X

OTHER COMMITTEES WITH BOARD REPRESENTATION
2025-2026 School Year

Committee	Number on Comm.	Kris Birdwell	Whitney Brady	Lisa Koch	Mariah Shammel	Jeff Southworth	Carson Sweeney	Eric Vanderbeek
Activities	3	X	X			X		
Curriculum Committees:								
World Languages	2		X	X				
Health Insurance Program	2			X				X
School Calendar	1							X
Vocational Advisory Council	2					X	X	
Gaining	3				X	X	X	
Policy Review	3			X	X			X

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#7

MEETING DATE: November 10, 2025

ITEM TITLE: REPORT – INVESTMENT

PREPARED BY: Rebekah Rhoades, Business Manager

SUMMARY:

Interest earned for October 2025 was not available at the time of posting.

SLGS Elementary Bond Interest for October 2025 was \$3,654.44, bringing the total interest earned to \$135,228.82.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#8

MEETING DATE: November 10, 2025

ITEM TITLE: REPORT – SUPERINTENDENT

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

Student Count

Property Taxes

MCEL Report High

School Facility

Report

☒ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS

[illegible]

Grade	Fall 2014	Winter 2014	Spring 2015	Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022	Fall 2022	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Proj Fall 2026	Proj Fall 2027				
Special Ed Pre-K																								1.5	1.5	1.5				
Early Intervention																						14	14	29	45	45				
Kindergarten	97	96	95	111	112	109	108	96	101	104	102	96	96	108	110	104	106	88	89	96	93	78	80	59.75	70	70				
1st Grade	95	95	95	83	85	100	97	109	105	95	89	97	95	83	83	106	112	88	87	75	70	79	76	76.75	59.75	70				
2nd Grade	82	82	83	95	97	86	86	95	95	98	99	98	100	91	93	86	87	118	115	87	89	67	68	79	76.75	59.75				
3rd Grade	94	96	94	84	85	91	89	92	90	90	92	96	96	101	106	91	89	88	112	109	92	89	72	79	76.75					
4th Grade	75	77	78	98	99	87	87	94	93	94	92	95	98	85	89	104	109	97	95	85	86	104	109	84	72	79				
5th Grade	78	79	79	79	80	101	99	89	88	93	90	90	90	99	100	89	89	115	115	91	90	84	83	107	84	72				
6th Grade	98	97	96	83	87	74	73	101	100	89	87	90	86	85	85	96	98	96	96	113	112	88	87	84	107	84				
7th Grade	79	81	82	104	99	80	77	78	79	106	105	80	82	88	90	89	92	101	101	91	88	111	111	91	84	107				
8th Grade	98	98	94	87	89	93	93	77	77	79	77	107	105	78	77	88	91	96	91	104	101	86	85	103	91	84				
9th Grade - FHS	98	98	97	102	103	88	87	92	92	76	78	70	72	98	99	88	84	98	98	89	89	101	95	82.25	103	91				
10th Grade - FHS	89	87	88	97	95	92	91	81	81	96	95	75	76	70	71	96	96	82	81	92	93	82	81	93.5	82.25	103				
11th Grade - FHS	85	83	80	88	83	94	88	91	87	80	76	85	82	80	75	84	82	100	97	81	77	89	86	59.75	93.5	82.25				
12th Grade - FHS	82	81	81	81	79	78	78	85	83	85	84	76	74	84	84	70	67	76	75	92	88	75	75	36.75	59.75	93.5				
9th Grade - Charter	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.75	0	0				
10th Grade - Charter	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	5	2.75	0			
11th Grade - Charter	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	18	5	2.75			
12th Grade - Charter	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	46.75	18	5			
	Fall 2014	Winter 2014	Spring 2015	Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022	Fall 2022	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Proj Fall 2026	Proj Fall 2027				
K-6	619	622	620	633	645	648	639	676	672	663	651	662	661	652	666	676	692	691	685	659	649	606	606	593	595	558				
7-8	177	179	176	191	188	173	170	155	156	185	182	187	187	166	167	177	183	197	192	195	189	197	196	194	175	191				
9-12	354	349	346	368	360	352	344	349	343	337	333	306	304	332	329	338	329	356	351	354	347	347	337	344.75	364.25	377.5				
K-8	796	801	796	824	833	821	809	831	828	848	833	849	848	818	833	853	875	888	877	854	838	803	802	787	770	749				
9-12	354	349	346	368	360	352	344	349	343	337	333	306	304	332	329	338	329	356	351	354	347	347	337	344.75	364.25	377.5				
Grand Total	1150	1150	1142	1192	1193	1173	1153	1180	1171	1185	1166	1155	1152	1150	1162	1191	1204	1244	1228	1208	1185	1150	1139	1131.75	1134.25	1126.5				
Fall 2025 - Began using Aggregate Hours to track																														

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

#9

MEETING DATE: November 10, 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:

ACTION ITEMS – CONSENT AGENDA

10. Minutes
11. Claims
12. Out of District Agreements
13. Transportation
14. Destruction of Records
15. Additions to the Substitute List for the 2024-2025 School Year
16. Personnel Report

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#10

MEETING DATE: November 10, 2025

ITEM TITLE: MINUTES

PREPARED BY: Rebekah Rhoades, Business Manager

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the October 13, 2025 Regular Board Meeting.

☒ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 7th Avenue South
Lewistown, Montana 59457

MONDAY, October 13, 2025

REGULAR BOARD MEETING

CALL TO ORDER (6:00 p.m.)

1. ROLL CALL

TRUSTEES PRESENT:

Kris Birdwell, Whitney Brady, Lisa Koch, Mariah Shammel, Carson Sweeney,
Eric VanderBeek, Jeff Southworth

TRUSTEES ABSENT:

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

3. MOTION TO SET THE AGENDA – Approved Unanimously (Brady/VanderBeek)

4. DISCUSSION – BOND UPDATE

Shane Swandal updated the Board on the status of the elementary bond. The JHS is nearing completion and will be done in the next week. Closeout paperwork is being completed and there will be some remaining contingency to be able to complete the Lewis & Clark Parking lot. Shane plans to go out to bid in January for that project. There will be another Board Tour of the elementary schools in December/January. The Board asked questions of the roofs that were completed and subsequently leaked. Shane said those leaks have been dealt with and are under warranty.

Shane recommends that the District use and build on the facility plan that was developed a few years ago for the High School and Lincoln Building. Only deferred maintenance will be included in the plan. Shane will assist Cushing Terrell with this under his current contract. The board requested an update to the pricing on the elementary portion of the facility plan. Discussion ensued regarding the remainder of the Garfield roof and drainage.

5. REPORT – STUDENT REPRESENTATIVE TO THE BOARD

Shoei Davis, Student Representative, updated the Board on happenings within Fergus High School.

6. REPORT – LEWISTOWN EDUCATION ASSOCIATION (LEA)

Luke Brandon, LEA President, updated the Board on happenings within their organization. They are preparing for Gaining and have met as a group to discuss.

7. REPORT—COMMITTEES OF THE BOARD

Activities Committee will be meeting at the end of the month.

The Health Insurance Committee met and that will be discussed later in the meeting regarding the Bridged Health Alliance approval.

The Policy Committee met last week and is almost complete with updating all policies, which will be brought to the November Board Meeting.

8. **REPORT—INVESTMENT**

Interest earned and distributed for September was reported at \$9,757.96 in the Elementary and \$8,688.57 in the High School. September Bond SLGS interest was reported at \$3,553.81 for a total of \$131,574.38 since August 2024.

9. **REPORT—SUPERINTENDENT**

Mr. Moore reported preliminary student count numbers. The official count is due on 10/22, and once the glitch with the Charter School is resolved, Rebekah will email the official count numbers to the Board. Rebekah and Mr. Moore will be attending MCEL at the end of the week. COPS grant is on hold with the federal government shutdown. The doors at Central Kitchen, attached to Lewis & Clark, are being resolved as a separate project so that there is access control sooner than later in that area. The audit on District finances was completed last week and all went well. A survey was sent out to all High School staff regarding building needs.

PUBLIC PARTICIPATION

10. **RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS**

Steven Houston, addressed the Board regarding the traffic flow at Lewis & Clark, asking that crossing guards be available every day at each point where students must cross busy roads. He suggested asking for volunteers or working with the City for staffing those crossing guard duties.

Samantha Houston approached the Board regarding her concern that the coffee shop at the Fergus High School library was abruptly closed at the beginning of the school year. She asked that the Board either renew the funding source, or support a different funding source for that program.

Will Briggs, Lewistown News Argus, announced that he will be leaving Lewistown and thanked the Board for their cooperation and support over the years.

ACTION ITEMS

CONSENT AGENDA ITEMS – approved unanimously (Brady/Sweeney)

- 11. MINUTES OF THE SEPTEMBER 8, 2025, REGULAR BOARD MEETING
MINUTES OF THE SEPTEMBER 8, 2025 BOARD TRAINING
MINUTES OF THE SEPTEMBER 24, 2025 SPECIAL BOARD MEETING
- 12. CLAIMS – approval of the claims referenced in the 2025-2026 Bill Schedule and submitted through October 10, 2025. The Finance Committee for October-December 2025 is Board Chair Kris Birdwell, Whitney Brady, Lisa Koch and Mariah Shammel.
- 13. APPROVE PERSONNEL REPORT

INDIVIDUAL ITEMS – OLD BUSINESS

- 14. APPROVE THE PROPOSED FACILITY STUDY TO BE COMPLETED BY WITHIN THE NEXT 60 DAYS - approved unanimously (Southworth/Sweeney)

INDIVIDUAL ITEMS – OLD BUSINESS

- 15. APPROVE HEALTH INSURANCE THROUGH BRIDGED HEALTH ALLIANCE EFFECTIVE SEPTEMBER 1, 2026 - approved unanimously (VanderBeek/Koch)
Mr. Moore summarized background information on the Trust. Both he and Trustee Vanderbeek provided details from the health insurance committee meeting that took place last week. Trustee VanderBeek shared that the committee was overall in favor. If

the Trust does not materialize, the District can go out to bid with other insurance companies in the Spring. Trustee Koch reminded the group that the \$40 million given by the state will go away if the trust doesn't materialize, so it is important for districts to commit this year because we will not get another chance. Discussion ensued.

ADJOURNMENT

The meeting was adjourned at 7:03 p.m. (Brady). The next regular meeting will be held at 6:00 p.m. on Monday, December 18 2025, at the Lincoln Board Room.

KRIS BIRDWELL
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

#11

MEETING DATE: November 10, 2025

ITEM TITLE: CLAIMS

PREPARED BY: Chris Gobble, Purchasing

SUMMARY:

See attached claims paid through November 8, 2024, as approved by the Finance Committee.

Members of the Finance Committee for October – December 2025 include: Board Chair Kris Birdwell, Whitney Brady, Lisa Koch and Mariah Shammel.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

#12

MEETING DATE: November 10, 2025

ITEM TITLE: OUT OF DISTRICT AGREEMENTS

PREPARED BY: Rebekah Rhoades, Business Manager

SUMMARY:

The following student needs to be approved for out of district enrollment:

<u>Student ID:</u>	<u>District of Residence:</u>	<u>District of Choice:</u>
2026-67	Grass Range Elementary	Lewistown Elementary

Attached is a summary of the number of students attending Lewistown Public Schools from other districts, as well as a list of those that live in the Lewistown Elementary or Fergus High School District, but have chosen to attend another District. The latter do not require Board approval, but are listed as acknowledgement.

In the 2023 Legislative Session, [HB203](#) was approved requiring districts to bill each other for students that attend their district, but reside in another district. The FP-14 Out of District Forms approved the Board in FY24-25 will be used to calculate the tuition to be billed and levied for FY25-26. According to HB203, the district of residence shall pay the district of attendance a percentage equal to the lesser of the percentage of either school district's adopted general fund budget funded by BASE and over BASE property tax levies in the year of attendance not to exceed 35.3% of the tuition per-ANB amount for the year of attendance. Tuition due to other districts will be levied and paid out of the Tuition Fund and tuition revenue received from other districts will be deposited into the General Fund to decrease local property taxes.

☒ ADDITIONAL INFORMATION ATTACHED

NOTES:

OUT OF DISTRICT STUDENTS
2025-2026

Students Entering LPS

Denton Elementary	3
Denton JHS	1
Denton HS	2
Grass Range Elementary	2
Grass Range JHS	3
Grass Range HS	3
Judith Gap HS	1
King Colony Elementary	14
King Colony JHS	12
Moore Elementary	5
Moore JHS	2
Moore HS	5
Roy Elementary	4
Roy JHS	1
Roy HS	2
Winnett Elementary	1
	61

Students Leaving LPS

Hobson HS	5
Moore Elementary	16
Moore JHS	3
Moore HS	13
Winifred Elem	13
Winifred JHS	1
Winifred HS	8
	59

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#13

MEETING DATE: November 10, 2025

ITEM TITLE: TRANSPORTATION

PREPARED BY: Rebekah Rhoades, Business Manager

SUMMARY:

See attached TR-1 forms for approval.

☒ **ADDITIONAL INFORMATION ATTACHED**

NOTES:



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	2.59
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
1	82.4	Regular	72
VIN	License Number	Ownership	
4DRBWTAN9MB486977	836078A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 1	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	27	5	
1st Wheelchair (WC)	0	0	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	0	0	
TOTAL ELIGIBLE RIDERS	27	5	32
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	23	2	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	50	7	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
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County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	2.97
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
2	69.9	Regular	82
VIN	License Number	Ownership	
4DRBWTAN5KB275773	8-28572A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 2	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	14	5	
1st Wheelchair (WC)	0	0	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	0	0	
TOTAL ELIGIBLE RIDERS	14	5	19
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	14	4	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	28	9	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
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County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	1.57
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
3	74.0	Special Education	46
VIN	License Number	Ownership	
4DRBWTAN5MB486975	836079A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 3	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	0	0	
1st Wheelchair (WC)	0	1	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	7	0	
TOTAL ELIGIBLE RIDERS	7	1	8
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	0	0	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	7	1	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
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County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	2.97
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
4	73.5	Regular	84
VIN	License Number	Ownership	
4DRBWTAN7RB229260	8-44117A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 4	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	26	5	
1st Wheelchair (WC)	0	0	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	0	0	
TOTAL ELIGIBLE RIDERS	26	5	31
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	0	2	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	26	7	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
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County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	2.97
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
5	30.3	Regular	82
VIN	License Number	Ownership	
4DRBWAAN0hb524154	823841A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 5	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	7	0	
1st Wheelchair (WC)	0	0	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	0	0	
TOTAL ELIGIBLE RIDERS	7	0	7
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	18	1	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	25	1	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
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County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	2.59
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
6	60.9	Regular	72
VIN	License Number	Ownership	
4DRBWTAN3LB251473	8-31278A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 6	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	27	3	
1st Wheelchair (WC)	0	0	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	0	0	
TOTAL ELIGIBLE RIDERS	27	3	30
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	14	1	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	41	4	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
--------------------------------------	--	------

County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	1.57
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
7	76.3	Regular	48
VIN	License Number	Ownership	
4DRGVMMN7TB238011	847265A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 7	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	18	1	
1st Wheelchair (WC)	0	0	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	0	0	
TOTAL ELIGIBLE RIDERS	18	1	19
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	12	0	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	30	1	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
--------------------------------------	--	------

County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov



Combined School District Application for
Registration of School Bus & State
Reimbursement

School Year 2025 - 2026

TR-1(09/2006)

1 Copy County Superintendent

1 Copy School District

This form is required in accordance with Title 20, Chapter 10, Part 1, MCA. School district official must complete one form for each bus route that receives state reimbursement even though transportees of another legal entity may utilize the services.

Due Dates:	Paper Copy to County Supt	Electronic Submit to OPI	Rate Per Mile
All Routes	November 1	November 1	2.97
County Name	County Number	School System Name	School System Code
Fergus	14	Lewistown Public Schools	0420
Route Number	Length of Route (miles per day)	Type of Service	Rated Capacity
8	46.2	Regular	82
VIN	License Number	Ownership	
4DRBWTAN0NB537235	8-39765A	District Owned	

Reimbursement Distribution - The legal entity number and percentage of state\county reimbursement to be paid to each district.

	LE: 0258	LE: 0259
Route #: 8	70.00	30.00

PASSENGER INFORMATION

	ELEMENTARY RIDERS (Grades PK-8)	HIGH SCHOOL RIDERS (Grades 9-12)	TOTAL ELIGIBLE RIDERS
	a NUMBER	b NUMBER	c a+b
Regular (include Kindergarten riders)	23	1	
1st Wheelchair (WC)	0	0	
2nd Wheelchair (WC)	0	0	
Additional Wheelchairs (WC)	0	0	
Non-WC IEP Lists Trans as Related Service	0	0	
TOTAL ELIGIBLE RIDERS	23	1	24
Ineligible Public School Riders (i.e., under 3 miles OR nonresident and no attendance agreement that would otherwise allow nonresident riders to be eligible) (Include ineligible Preschool riders)	23	8	
Nonpublic School Riders (ineligible)	0	0	
TOTAL RIDERS	46	9	

We hereby certify that this bus will operate entirely on the route established by the Board of Trustees and within the transportation area assigned and approved by the County Transportation Committee. We further certify that this bus transports pupils eligible for school transportation as defined by 20-10-101, MCA.

We agree to supervision of this bus and bus route by the State Superintendent; to make such reports to the State Superintendent and County Superintendent as are required; to provide a vehicle which meets the minimum standards as established by the Board of Public Education, the Montana Highway Patrol and the State Superintendent; and to provide a licensed, qualified and approved driver to operate such vehicle as required by 20-10-103, MCA.

We also agree to refrain from soliciting or causing others to solicit students from other transportation areas.

We understand that violations of the laws, rules or regulations governing school transportation will be sufficient cause for withholding of state and county reimbursement for this bus route.

I certify that this application for registration of school bus and state reimbursement is true and complete to the best of my knowledge and belief, and the bus operates on the route as approved by and within the transportation service area assigned by the County Transportation Committee.

Signature - Chair, Board of Trustees		Date
--------------------------------------	--	------

County Transportation Committee Approval as required in accordance with Section 20-10-132, MCA.

This Application for Registration of School Bus and State Reimbursement has been reviewed and I certify that this bus operates within the transportation area assigned to it by the County Transportation Committee.

Signature - Chair, County Transportation Committee		Date
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For Additional information contact Elsie Workman at (406) 444-2463 or email Elsie.Workman@mt.gov

LEWISTOWN PUBLIC SCHOOLS

Lewistown, Montana

BOARD AGENDA ITEM

#14

MEETING DATE: November 10, 2025

ITEM TITLE: DESTRUCTION OF RECORDS

PREPARED BY: Rebekah Rhoades, Business Manager

SUMMARY:

The Board of Trustees needs to approve the destruction of records in the attached documents. Destruction of records allows Schedule No. 7 – School Records Schedule from the State of Montana.

☒ ADDITIONAL INFORMATION ATTACHED

NOTES:

RECORDS DESTRUCTION DOCUMENT (RM88)

NO. SD #1 FORM #10

PAGE 1 OF 1 PAGES

1. AGENCY NAME AND DIVISION/PROGRAM:

Lewistown Public Schools
215 7th Ave South
Lewistown, Mt 59457

2. AGENCY CONTACT:

NAME: Rebekah Rhoades

PHONE #: 406-535-8777 EMAIL:rrhoades@lewistown.k12.mt.us

3. NOTICE OF INTENTION: The schedule records listed in Item 5 are to be disposed of in the manner checked below (specify only one).

☐ Delete ☐ Incinerate ☒ Shred as Classified ☐ Toss without Restriction

☐ Other: Explain

4. SUBMITTED BY: I hereby certify that the records to be disposed of are correctly represented below, that any audit requirements or **Offer to the State Historical Society Archives** has been fully justified, and that further retention is not required for any litigation pending or imminent. Documentation attached from Historical Society.

SIGNATURE:

NAME AND TITLE:

DATE:

5. LIST OF RECORD SERIES**NOTE: Attach any inventories or Excel spreadsheets to this form to help validate records destroyed.**

a. Retention Schedule Number	b. Item number listed on Retention Schedule	c. Record Series Title	d. Retention in months/years	e. Inclusive Dates	f. Volume in Cubic Feet	g. Disposition Action and Date completed after Authorization
7	SDRIII-1, # 1	A-101 (County Treasure's Receipts)	8 YEARS	2016- 2017	.5	
7	SDRXII-1 #2	Bank Statements - FHS ACT /JHS ACT	8 YEARS	2016-'17	.5	
7	SDRIII-3 #43	General Ledger/ General Journal/all funds	8 Years	2016- 2017	.5	
7	SDRII-2 #41B	Food Service Records	8 years	2014- 2017	.5	
7	SDRIII-3 #41F	Food Service Records	3 years	2015- 2022	.5	
7	SDRX-2	Health Records	1 yr after grad	2018-'21	.5	
7	SDRX-2	Absence slips	3 year	2013-'17	.5	

6. DISPOSAL AUTHORIZATION: Disposal for the above listed records is authorized. Any deletions or modifications are indicated.

Custodian/Records Manager

Name: Date:

Signature:

7. DISPOSAL CERTIFICATE: The above listed records have been disposed of in the manner and on the date shown in column g.

Name and Title:

Signature:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#15

MEETING DATE: November 10, 2025

ITEM TITLE: PERSONNEL/SUBSTITUTE REPORT

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

Attached is the Personnel/Substitute Report for your review.

☒ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday November 10, 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>
DUGGINS, Kyrstin	Paraprofessional	Fergus High School	REVISED CONTRACT: Approve appointment on schedule - PARAPROFESSIONAL - HIGH NEEDS Step 3 for up to 7.5 hours per day for up to 125 days	11/10/2025	Matt Lewis	Previous contract was for 4.5 hrs/day certified para and 3 hrs/day high needs para
GOODHART, Rachel	Food Server	Highland Park Elementary School	Accept resignation	10/27/2025	Amie Friesen	Text Message on file
KLEINSASSER, Emalie	Substitute Teacher			11/11/2025		
LJHS Student Activities	Student Activities	Junior High School	see attached	11/10/2025	Jeff Friesen	
RHYNER, Misti	Paraprofessional	Highland Park Elementary School	REVISED CONTRACT: Approve appointment on schedule - PARAPROFESSIONAL - HIGH NEEDS Step 7 for up to 1 hour per day and PARAPROFESSIONAL - CERTIFIED for up to 6.5hrs/day for up to 135 days	11/1/2025	Matt Ventresca	Previous contract was for 7.5 hrs/day certified para

2025-2026 School Year					
				Starting Salary	\$41,615.00
JUNIOR HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS					
Activity	Name	Positions	Index	Stipend	Date Approved
COORDINATOR	<i>replaced with Admin AD</i>	Coordinator	0.1050	\$ 4,369.58	N/A
BASKETBALL	<i>Austin Schilling</i>	Boys Head Coach	0.070	\$ 2,913.05	
	<i>Morgan Ray</i>	Boys First Assistant	0.062	\$ 2,580.13	
	<i>James Derheim</i>	Boys Assistant - 1	0.055	\$ 2,288.83	
	<i>Brooke Zeiler</i>	Girls Head Coach	0.070	\$ 2,913.05	08/11/25
	<i>Nicole Wichman</i>	Girls First Assistant	0.062	\$ 2,580.13	08/11/25
	<i>Angela Troutt</i>	Girls Assistant - 1	0.055	\$ 2,288.83	08/11/25
BUILDERS CLUB	<i>Jenifer Blazicevich</i>	Advisor	0.015	\$ 624.23	08/11/25
CHEERLEADERS	<i>Rayna Phelps</i>	Head Coach	0.030	\$ 1,248.45	08/11/25
CROSS COUNTRY	<i>Nicole Wichman</i>	Head Coach	0.065	\$ 2,704.98	08/11/25
		Volunteer Assistant			
FOOTBALL	<i>Mike Vanek</i>	Head Coach	0.065	\$ 2,704.98	08/11/25
	<i>Cody Chacon</i>	First Assistant	0.057	\$ 2,372.06	08/11/25
	<i>Brandon Carreira</i>	Assistant - 1	0.050	\$ 2,080.75	08/11/25
	<i>Ryan Poser (pending BG Check)</i>	Assistant - 2	0.050	\$ 2,080.75	08/11/25
	<i>Chad Rogers</i>	Volunteer Assistant			08/11/25
		Volunteer Assistant			
MATHCOUNTS	<i>Work performed during the school day</i>	Advisor	0.015	\$ 624.23	N/A
MUSIC	<i>Chase Auger</i>	Instrumental Activities	0.034	\$ 1,414.91	08/11/25
	<i>Rachael Grensten</i>	Vocal Activities	0.034	\$ 1,414.91	08/11/25
	<i>Rebecca Speranza</i>	Jazz Band	0.040	\$ 1,664.60	08/11/25
	-----	Select Choir Director	0.040	\$ 1,664.60	
PHOTO CLUB	<i>Katie Wirtzberger</i>	Advisor	0.015	\$ 624.23	08/11/25

SPORTING EVENT MGMT	-----	State Wrestling Tournament		\$ 75.00	
SKI CLUB	<i>Brett Thackeray</i>	Advisor	0.015	\$ 624.23	
STUDENT COUNCIL	<i>Jake Rhoades</i>	Advisor	0.0250	\$ 1,040.38	08/11/25
TRACK & FIELD					
VOLLEYBALL	<i>Jean Irish</i>	Head Coach	0.065	\$ 2,704.98	08/11/25
	<i>Megan Hicks</i>	First Assistant	0.057	\$ 2,372.06	08/11/25
	<i>Maria Derheim</i>	Assistant	0.050	\$ 2,080.75	08/11/25
WRESTLING	<i>Steven (Miles) Fox</i>	Head Coach	0.065	\$ 2,704.98	08/11/25
	<i>Caleb Werner</i>	Assistant	0.050	\$ 2,080.75	10/13/25
	<i>Bob Stevenson</i>	Volunteer			10/13/25
	<i>Josh Wright</i>	Volunteer			10/13/25
	<i>Shane Ruckman</i>	Volunteer			10/13/25

ACTION ITEMS – OLD BUSINESS

ACTION ITEMS – NEW BUSINESS

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#16

MEETING DATE: November 10, 2025

ITEM TITLE: FIRST READING OF POLICIES

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

The Board of Trustees needs to approve the attached list of policies that were reviewed by a Committee of the Board on Thursday, October 9, 2025.

The full policy documents can be found at the following link:

https://drive.google.com/drive/folders/1UnnJXQJsHuUfzvwM8seZyT4ujtMdseoi?usp=drive_link

Each policy shows information that is new in **highlight** and text being removed in ~~strikethrough~~.

☒ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
1st READING POLICIES
November 10, 2025

1005FE	Proficiency Based ANB
1006FE	Transfers for School Safety
1007FE	Multi-District Agreements
1009FE	Recruitment and Retention – Flexible Instructor Licensing
1014FE	Intent to Increase Non-Voted Levy
~~1014FE F1~~	~~Intent to Increase Non-Voted Levy Form~~
1015FE	Personalized Learning Opportunities
2050	Innovative Student Instruction
2100	School Calendar and Day
2150	Suicide Awareness and Prevention
2158	Parent and Family Engagement and Educational Involvement
2165	Early Targeted Intervention
2334	Release Time for Religious Instruction
2335	Human Sexuality Instruction and Identity Instruction
2450	Indian Education for All
2600	Work Based Learning
2700	AI Integration in Education
3110	Entrance, Placement and Transfer
3121	Enrollment and Attendance Records
3141	Nonresident Student Enrollment
3310	Student Discipline
3416	Administering Medicines to Students
3650	Montana Pupil Online Personal Information Protection Act
3665	Student Safety
5122	Fingerprints and Criminal Background Investigations
5123	Employer Verification of Employee
5255	Disciplinary Action
5511	Classified Sick Bank
5511F	Classified Sick Bank Request Form
7320P	Purchasing Procedures
7329	Petty Cash
7332	Advertising in Schools/Revenue Enhancement
7336P	Out of Town Travel
7510	Capitalization of Fixed Assets
8000	Goals
8100	Transportation
8102	Contracting for Transportation Services
8105	School Bus Replacement
8110	Bus Routes and Schedules
8111	Transportation of Students with Disabilities
8121	Use of District-Owned Vehicles
8123	Driver Training and Responsibility
8124	Student Conduct on Buses
8125	Emergencies

8129	Chemical Safety
8130	Outdoor Air Quality Restrictions
8131	Indoor Air Quality
8132	Activity Trips
~~8135~~	~~Special Use of School Buses~~
~~8136~~	~~Rental of School Buses~~
~~8137~~	~~Transportation Charges for Children Attending Private Schools~~
8200	Food Services
8205	Meal Charge
8210	Procurement for Food Service
8211	Procurement using Federal Funds
8225	Tobacco Free Policy
~~8230~~	~~Nutrition~~
8300	Risk Management
8301	District Safety
8310	Memorials
8320	Property Damage
8410	Operation and Maintenance of Facilities
8411	Water Supply and Wastewater Systems
8420	District-Wide Asbestos Program
8421	Lead Renovation Computer Software
8425	Service Animals
8425P	Service Animal Allowance Procedure
8425F	Service Animals in District Facilities
8426	Therapy Animals
8426F	Therapy Animals – Request to use Therapy Animal in School
8430	Records Management
8440	Computer Software (was 8421)
8450	Automatic External Defibrillators
8450F	Letter
8450F	Service Log
8450F	Incident Report
8502	Construction and Repairs
8550	Cyber Incident Response
8560	Display of Flags and Banners on District Policy
~~9000~~	~~Goals~~
~~9210~~	~~Site Acquisition; Architect and Engineering Services; Educational Specifications~~
~~9242~~	~~Contractor Assurance~~
~~9261~~	~~Sale of Real Property~~
~~9300~~	~~Operation and Maintenance of District Facilities~~
~~9311~~	~~Safety Program~~
~~9320~~	~~Security~~
~~9330~~	~~Facilities Operations~~
~~9350~~	~~District Wide Asbestos Program~~

NEW POLICIES

~~POLICIES BEING REMOVED~~

POLICIES TO BE REVIEWED AT A LATER DATE

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#17

MEETING DATE: November 10, 2025

ITEM TITLE: CONSIDER APPROVAL OF SOFTBALL SPORTS COOPERATIVE WITH WINIFRED

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

The Board of Trustees needs to consider the approval of Softball Sports Cooperative with Winifred.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#18

MEETING DATE: November 10, 2025

ITEM TITLE: CONSIDER APPROVAL OF WRESTLING SPORTS COOPERATIVE WITH DENTON

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

The Board of Trustees needs to consider approval of Wrestling Sports Cooperative with Denton School.

☐ **ADDITIONAL INFORMATION ATTACHED**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM
#19

MEETING DATE: November 10, 2025

ITEM TITLE: CONSIDER APPROVAL OF RECREATION FACILITIES AGREEMENT
WITH THE CITY OF LEWISTOWN

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

The Board of Trustees needs to approve the agreement between Lewistown Public Schools and the City of Lewistown for 2025-2026 for the use of its recreational facilities.

☒ ADDITIONAL INFORMATION ATTACHED

NOTES:

**AGREEMENT BETWEEN THE CITY OF LEWISTOWN AND SCHOOL
DISTRICT NUMBER ONE FOR USE OF RECREATION
FACILITIES/EQUIPMENT AND OPERATION OF VARIOUS
RECREATIONAL PROGRAMS**

WHEREAS THIS AGREEMENT is made and entered into the date of the last signature hereto, by and between the CITY OF LEWISTOWN, hereinafter referred to as the CITY, and SCHOOL DISTRICT NO. ONE of Lewistown, Fergus County, Montana, hereinafter referred to as the SCHOOL, and is meant to define and describe the rights and obligations of the parties with respect to the use of facilities and equipment for the operation of various recreational programs for the **2025 - 2026 school year**.

PROGRAM DESCRIPTION

Recreational programs covered under this agreement may include, but shall not be limited to: basketball, volleyball, softball, soccer, badminton, snowshoeing, pickleball, swimming, cross-country skiing, and table tennis.

FACILITIES USE

Activities may take place at the Lewistown Civic Center or at any of the various city parks. The CITY hereby agrees that such facilities will be made available for use by the program participants and for other school extracurricular activities, but the schedule must be approved in advance. In addition, activities may take place upon any property owned by the SCHOOL, provided the property or facility is available for use and any such use is approved by the school.

SUPERVISION/ OPERATION

Supervision and operation of the recreational programs shall include the following individuals and/ or groups. Contact information for these groups or individuals should be exchanged on an annual basis.

1. Activity Director. The Activity Director shall be an employee of the SCHOOL, and such person shall be responsible for various School sponsored recreational programs. This includes the organization, scheduling, and overall supervision of these programs.

2. Recreation Director. The Recreation Director shall be an employee of the CITY, and shall be responsible operation of City owned facilities, the organization, scheduling, overall supervision of City sponsored recreational programs, supervision of City staff and shall coordinate use of city owned equipment.

3. Buildings & Grounds Supervisor. The Buildings & Grounds Supervisor shall be an employee of the SCHOOL and shall be responsible for scheduling and supervision of SCHOOL maintenance equipment. Under this agreement this equipment may be used by either party.

The SCHOOL will be responsible for paying a flat fee of \$6,427.00 for the 2025-2026 school year for the uses of City owned facilities, equipment and an honorarium for professional assistance. Each year following, the total amount will be increased by the Consumer Price Index (CPI) rate.

TERM

The term of this Agreement shall be for one year, commencing on July 1, 2025 and ending on June 30, 2026.

RELEASE/INDEMNIFICATION

Each party expressly agrees to release, hold harmless and indemnify the other party from any liability, claims, losses, or demands arising out of the acts or omissions of their own employees or agents, provided, however, that such released party or their employees or agents have not contributed to such claims, loss, or demand.

Dated this 20th day of October 2025.

ATTEST:

CITY OF LEWISTOWN

NIKKI BRUMMOND, City Clerk

HOLLY PHELPS, City Manager

ATTEST:

SCHOOL DISTRICT NO. ONE

REBEKAH RHOADES, Board Clerk

Board Chair

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	New Staff Orientation
August 18-19	All Staff Orientation/PIR
October 16-17	Staff Development Days
	Teachers Convention (Missoula)
Oct 27-30, Nov 3-6	Parent-Teacher Conferences
	Schedules vary by school
	PIR Nov 7
March 23-27	Parent-Teacher Conferences
	Schedules vary by school
	Full school days for students
May 11	PIR Day

HOLIDAYS & VACATIONS	
No School for Teachers or Students	
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

New Teacher Orientation	
First/Last Day of School	K-3 First Day
K-8 Quarter Ends	FHS Quarter Ends
K-8 Qtr Mid-Term	FHS Qtr Mid-Term
K-8 Semester Ends	FHS Semester Ends
Early Out (1:30 pm)	FHS Graduation
PIR Day	PT Conferences
No School (Day Off/No School)	
Paid Holiday (Day Off/No School)	
Flex Day (No School for Students)	

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
					3	Ninth Week				5
					5					43
					45					
						FOURTH QUARTER				DAYS
SECOND QUARTER					DAYS	First Week				
					5	Second Week				
					4	Third Week				
					5	Fourth Week				
					5	Fifth Week				
					2	Sixth Week				
					5	Seventh Week				
					5	Eighth Week				
					5	Ninth Week				
					5	Tenth Week				
					5					45
					46					
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
	March 23-27	Parent-Teacher Conferences <i>Schedules vary by school Full school days for students</i>	.5
	May 11	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0
HOLIDAYS & VACATIONS <i>Dates Inclusive</i>	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</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)	