

# AGENDA

Board of Trustees  
Regular Meeting  
November 24, 2025



**Great Falls Public Schools**

1100 Fourth Street South, Great Falls, Montana



## Welcome to the Great Falls Public Schools Board of Trustees meeting!

### *Is this your first meeting?*

If this is your first time attending a meeting, let us extend our special welcome! These meetings are designed to give everyone the opportunity to participate in seeing how the Great Falls Public Schools Trustees facilitate school business.

### *What is the purpose of these meetings?*

The meetings of the Great Falls Public Schools Board of Trustees are open to the public, are recorded, and may be accessed on our website for up to one year. These meetings are held to officially conduct the business of the school district, as governed by Montana law. Trustees are responsible for key decisions, some of which include hiring employees, reviewing negotiated agreements, approving new curriculum or changes to existing curricula, facility usage requests, and paying of monthly expenses.

### *How can I address the Trustees?*

If you would like to address the Board of Trustees on any matter, please fill out a “Request to Speak” card available from the Clerk of the Board at each meeting. Return this card to the Clerk of the Board or the Board Chairperson. This will allow the Chairperson to recognize you at the appropriate time in the meeting and to guarantee you the opportunity to address the Board. There are federal and state laws that must be followed when addressing the Board to protect the privacy of individuals and to conduct business in an orderly manner. Details can be found on the “Request to Speak” card.

**Again – thank you for participating in this democratic process – we  
appreciate your presence!**

**– The Great Falls Public Schools Trustees**

## **GREAT FALLS PUBLIC SCHOOLS**

Great Falls, MT



### **BOARD OF TRUSTEES**

Gordon Johnson	Chairperson
Kim Skornogoski	Vice Chairperson
Bill Bronson	Trustee
Craig Duff	Trustee
Marlee Sunchild	Trustee
Amie Thompson	Trustee
Paige Turoski	Trustee

### **SUPERINTENDENT'S CABINET**

Heather Hoyer	Superintendent of Schools
Luke Diekhans	Director of Business Operations
Lance Boyd	Executive Director for Student Achievement
Jackie Mainwaring	Executive Director for Student Achievement
Heather Spurzem	Interim Director of Human Resources
Jeff Williams	Director of Information Technology
Stephanie Becker	Director of the GFPS Foundation



# Great Falls Public Schools Board of Trustees Meeting

## AGENDA

**November 24, 2025**

**5:30 p.m.**

Aspen Meeting Room – District Office Building  
1100 4th Street South, Great Falls, Montana

***We Successfully Educate Students to Navigate the Future***

		Page
<b>I. CALL TO ORDER – PUBLIC DECLARATION OF RECORDED MEETING</b>	Chairperson Johnson	
<b>II. ROLL CALL</b>	Luke Diekhans	
<b>III. PLEDGE OF ALLEGIANCE</b>	Chairperson Johnson	
<b>IV. ADOPT AGENDA</b>	Chairperson Johnson	
<b>V. APPROVE CONSENT AGENDA</b>	Chairperson Johnson	
<i>The Consent Agenda consists of routine business items related to the operation of the District. Any trustee may remove an item from the Consent Agenda for discussion. Items so removed will be discussed and acted upon separately under ACTION: OTHER</i>		
<b>A. Minutes of November 6, 2025 Special Board Meeting – Open Session</b>	Luke Diekhans	<a href="#"><u>6</u></a>
<b>B. Minutes of November 6, 2025 Special Board Meeting – Closed Session</b>	Luke Diekhans	<a href="#"><u>10</u></a>
<b>C. Minutes of November 10, 2025 Regular Meeting</b>	Luke Diekhans	<a href="#"><u>11</u></a>
<b>D. Personnel Actions</b>	Heather Spurzem	<a href="#"><u>18</u></a>
<b>E. Good Apple Awards</b>	Heather Spurzem	<a href="#"><u>23</u></a>
<b>F. Montana Office of Public Instruction (OPI) TR-35 School Bus Driver Certificates</b>	Luke Diekhans	<a href="#"><u>25</u></a>
<b>VI. COMMUNICATION</b>		
<b>A. Character Strong – CORE School at Morningside Elementary</b>	Jackie Mainwaring	
<b>B. Superintendent Report</b>	Heather Hoyer	
<b>C. Audience Communication</b>		

**VII. ACTION ITEMS**

A. Cascade County Sheriff’s Office and Great Falls Police Department Reserve School Resource Officer Pilot	Lance Boyd	<a href="#">26</a>
B. School Election Calendar 2026 and Trustee Filing Timeline	Luke Diekhans	<a href="#">28</a>
C. Trustee Resolution Calling for an Election on May 5, 2026	Luke Diekhans	<a href="#">36</a>
D. Conduct the 2026 School Election by Mail Ballot	Luke Diekhans	<a href="#">40</a>
E. Resolution to Act on Behalf of Great Falls Public Schools in the Matter of Trust II Dawn Marie Scheaffer	Heather Hoyer	<a href="#">41</a>
F. Beverage Agreement for Great Falls Public Schools	Luke Diekhans	<a href="#">42</a>
G. Memorial Stadium Scoreboard Purchase	Luke Diekhans	<a href="#">57</a>

**VIII. ACTION: OTHER**

Chairperson  
Johnson

**IX. REPORTS, DISCUSSION, AND POLICIES**

A. Year Two Review of the 2025-2028 Technology Plan	Jeff Williams	<a href="#">67</a>
B. Discussion, Committee Reports, and Comments	Chairperson Johnson	

**UPCOMING EVENTS**

Chairperson  
Johnson

Tuesday, December 2, 2025	2:00 p.m.	Board Budget	District Offices Building
		Committee Meeting	
Monday, December 15, 2025	4:00 p.m.	Board Work Session -	District Offices Building
		Audit Review	
Monday, December 15, 2025	5:30 p.m.	Regular Meeting	District Offices Building
Thursday, January 8, 2026	5:30 p.m.	Board Budget	District Offices Building
		Committee Meeting	
Monday, January 12, 2026	5:30 p.m.	Regular Meeting	District Offices Building
Monday, January 26, 2026	5:30 p.m.	Regular Meeting	District Offices Building
Monday, February 9, 2026	5:30 p.m.	Regular Meeting	District Offices Building

**ACTION TO ADJOURN**

Chairperson  
Johnson

 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Consent

**AGENDA ITEM NUMBER:** V. A.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

Minutes of the November 6, 2025 Special Board Meeting – Open Session

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND AND DISCUSSION

The Board is required to approve the minutes of each Board meeting. The minutes of the November 6, 2025 Special Board Meeting – Open Session are presented to the Board for approval.

### FISCAL IMPLICATIONS

None

### RECOMMENDATION

The District Board is requested to approve the minutes of the November 6, 2025 Special Board Meeting – Open Session as presented.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans (406) 268-6050.

[Return to Agenda](#)

1                   **MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
2   **HELD NOVEMBER 6, 2025**

3  
4 A duly called Special Meeting of the Board of Trustees of the Great Falls Public Schools  
5 was held at the District Office Building, 1100 4<sup>th</sup> Street South, on the 6<sup>th</sup> day of  
6 November 2025.  
7

8 At 4:30 p.m. Chairperson Johnson called to order the Special Meeting of the Board of  
9 Trustees and reminded attendees that the meeting was being recorded per state law.  
10 He asked everyone to join in the Pledge of Allegiance.  
11

12 **ROLL CALL:** Superintendent Heather Hoyer took roll call.  
13

14 **Trustees Present:** Gordon Johnson, Chairperson  
15   Kim Skornogoski, Vice Chairperson  
16   Bill Bronson  
17   Marlee Sunchild  
18   Paige Turoski  
19

20 **Trustee Absent:** Craig Duff – Excused  
21   Amie Thompson – Excused  
22

23 **Others Present:** Heather Hoyer, Superintendent; Jackie Mainwaring and Lance Boyd,  
24 Executive Directors of Student Achievement; Geoffry Habel, Great Falls High School  
25 Principal; Detective Kristi Kinsey, School Resource Officer; and Sherri Clark,  
26 Administrative Assistant to the Superintendent.  
27  
28

29 **ADOPT AGENDA**

30  
31 Motion – Kim Skornogoski, Seconded – Bill Bronson, passed unanimously to adopt the  
32 agenda as presented.  
33  
34

35 **AUDIENCE COMMUNICATION** – None  
36  
37

38 **PUBLIC VS PRIVATE DETERMINATION**  
39

40 Chairperson Johnson announced that it was his determination as Board Chairperson to  
41 close this meeting to the public as it involves matters of individual privacy in accordance  
42 with Montana Code Annotated 2-3-203(3).  
43

44 Chairperson Johnson closed the meeting at 4:33 p.m. and asked all individuals not  
45 directly associated with the hearing to be excused.  
46

1 **STUDENT DISCIPLINE HEARING NO. 1**

2  
3 Separate and confidential closed meeting minutes were taken by Superintendent Hoyer  
4 and will be available to Trustees for approval.

5  
6 Chairperson Johnson returned the Special Meeting to open session at 4:55 p.m.  
7

8  
9 **ACTION ITEM**

10  
11 A. **Action on the Student Discipline No. 1** – In the matter of student disciplinary action for  
12 the student, Trustee Bronson motioned that the Trustees find there is sufficient evidence to  
13 establish that the student violated the School District’s discipline policy as presented by the  
14 Superintendent’s Administrative Hearing Panel; and therefore, moved to accept the Hearing  
15 Panel’s recommendation of expulsion for one (1) calendar year. In order to be allowed to  
16 return to Great Falls Public Schools, student must meet with administration prior to  
17 reenrolling and follow all recommendations of the Hearing Panel.

18  
19 Motion seconded – Trustee Skornogoski. Motion passed unanimously.  
20

21 Chairperson Johnson thanked the panel and excused participants at 4:56 p.m.  
22

23 At 5:00 p.m. Chairperson Johnson commenced the open session for Student Discipline  
24 Hearing No. 2 and asked Superintendent Hoyer to introduce participants present.

25  
26 **Others Present:** Heather Hoyer, Superintendent; Jackie Mainwaring and Lance Boyd,  
27 Executive Directors of Student Achievement; Brian Miller, North Middle School  
28 Principal; Carolyn Suden, Great Falls Public Schools Psychologist; Detective Kristi  
29 Kinsey, School Resource Officer; and Sherri Clark, Administrative Assistant to the  
30 Superintendent.  
31

32  
33 **PUBLIC VS PRIVATE DETERMINATION**

34  
35 Chairperson Johnson announced that it was his determination as Board Chairperson to  
36 close this meeting to the public as it involves matters of individual privacy in accordance  
37 with Montana Code Annotated 2-3-203(3).  
38

39 Chairperson Johnson closed the meeting at 5:03 p.m. and asked all individuals not  
40 directly associated with the hearing to be excused.  
41

42  
43 **STUDENT DISCIPLINE HEARING NO. 2**

44  
45 Separate and confidential closed meeting minutes were taken by Superintendent Hoyer  
46 and will be available to Trustees for approval.

1  
2 Chairperson Johnson returned the Special Meeting to open session at 5:25 p.m.

3  
4 **ACTION ITEM**

5  
6 **A. Action on the Student Discipline No. 2** – In the matter of student disciplinary action for  
7 the student, Trustee Bronson motioned that the Trustees find there is sufficient evidence to  
8 establish that the student violated the School District’s discipline policy as presented by the  
9 Superintendent’s Administrative Hearing Panel; and therefore, moved to accept the Hearing  
10 Panel’s recommendation of expulsion for one (1) year from today. To be allowed to return  
11 to Great Falls Public Schools after the one-year expulsion, student and his parents must  
12 meet with Administration and meet all of the requirements and recommendations of the  
13 Administrative Hearing Panel, with further evaluation required.

14  
15 Motion seconded – Trustee Turoski. Motion passed unanimously.

16  
17  
18 **ACTION TO ADJOURN**

19  
20 With no further comments or items to be discussed, motion by Chairperson Johnson to  
21 adjourn the Special Meeting of the Board of Trustees at 5:27 p.m.

22  
23  
24  
25  
26 \_\_\_\_\_  
27 Gordon Johnson, Chairperson

28  
29 \_\_\_\_\_  
30 Heather Hoyer, Acting Clerk  
31  
32

 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Consent

**AGENDA ITEM NUMBER:** V. B.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

Minutes of the November 6, 2025 Special Board Meeting – Closed Session

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND AND DISCUSSION

The Board is required to approve the minutes of each Board meeting. The minutes of the November 6, 2025 Special Board Meeting – Closed Session are presented only to the Board for approval.

### FISCAL IMPLICATIONS

None

### RECOMMENDATION

The District Board is requested to approve the minutes of the November 6, 2025 Special Board Meeting – Closed Session as presented.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans (406) 268-6050.

[Return to Agenda](#)

 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Consent

**AGENDA ITEM NUMBER:** V. C.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

Minutes of the November 10, 2025 Regular Board Meeting

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND AND DISCUSSION

The Board is required to approve the minutes of each Board meeting. The minutes of the November 10, 2025 Regular Board Meeting are presented for approval.

### FISCAL IMPLICATIONS

None

### RECOMMENDATION

The District Board is requested to approve the minutes of the November 10, 2025 regular Board meeting as presented.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans (406) 268-6050.

[Return to Agenda](#)

1 **MINUTES OF THE REGULAR MEETING**  
2 **OF THE BOARD OF TRUSTEES**  
3 **HELD NOVEMBER 10, 2025**  
4

5 A duly called Regular Meeting of the Board of Trustees of the Great Falls Public  
6 Schools was held at the District Offices Building, 1100 4<sup>th</sup> Street South, on the 10<sup>th</sup> Day  
7 of November 2025.

8  
9 At 5:30 pm, Vice Chairperson Skornogoski called to order the Regular Meeting of the  
10 Board of Trustees and informed the participants and audience that the meeting was  
11 being recorded per Board Policy 1420.

12  
13 **ROLL CALL:** Luke Diekhans took roll call.

14  
15 **Trustees Present:** Kim Skornogoski, Vice Chairperson  
16 Bill Bronson  
17 Marlee Sunchild  
18 Amie Thompson  
19 Paige Turoski  
20

21 **Trustee Absent:** Gordon Johnson, Excused  
22 Craig Duff, Excused  
23

24 **Others Present:** Heather Hoyer, Superintendent; Luke Diekhans, Director of Business  
25 Operations; Jackie Mainwaring, Executive Director for Student Achievement; Jeff  
26 Williams, Director of Information Technology; and Heather Spurzem, Interim Director of  
27 Human Resources.

28  
29 Also present was Tom Cabbage, Great Falls Education Association President.

30  
31 The Pledge of Allegiance was led by Student Representative Seth Royer.  
32

33  
34 **ADOPT AGENDA**

35  
36 Motion – Bill Bronson, Seconded – Paige Turoski, passed unanimously to adopt the  
37 agenda as presented.  
38

39  
40 **APPROVE CONSENT AGENDA**

41  
42 Motion – Paige Turoski, Seconded – Bill Bronson, passed unanimously to approve the  
43 Consent Agenda as presented.  
44

45 **A. Minutes of the October 27, 2025 Regular Board Meeting** – The Board approved  
46 the minutes of the October 27, 2025 Regular Board Meeting as presented.  
47

1 **B. Personnel Actions** – The Board approved the Personnel Actions as presented.

2  
3 **C. Good Apple Awards** - The Board approved the nominations of Good Apple Awards  
4 for Lacey Lewis, Principal, West Elementary School; and Joshua Mueller and Kirsten  
5 Dige, Teachers, Lincoln Elementary School.

6  
7 **D. Montana Office of Public Instruction (OPI) TR-35 School Bus Driver Certificates**  
8 The Board approved the Montana OPI TR-35 School Bus Driver Certificates for the  
9 individuals listed in the agenda.

10  
11 **E. Great Falls High School Cross Country Running Club Travel Request to**  
12 **Spokane, Washington** – The Board approved the Great Falls High School Cross  
13 Country Running Club’s travel to Spokane, Washington on November 14-16, 2025.

14  
15 **F. Great Falls High School Skills USA Fall Leadership Conference Travel Request**  
16 **to Butte, Montana** – The Board approved the Great Falls High School Skills USA  
17 leadership students to travel with State Director Roberta Tillman to the Skills USA  
18 Leadership Conference in Butte, Montana from November 8-12, 2025.

19  
20 **G. Approval of Charles M. Russell High School History Students’ Travel Request**  
21 **to Washington, DC** – The Board approved Charles M. Russell High School history  
22 students to travel to the Close-Up High School Program in Washington DC from March  
23 8-13, 2026.

24  
25 **H. Charles M. Russell High School Cross Country Travel Request to Logandale,**  
26 **Nevada** – The Board approved the Charles M. Russell High School Cross Country  
27 travel request to Logandale, Nevada from November 21-25, 2025.

28  
29  
30 **COMMUNICATION**

31  
32 **A. Report of the Student Representatives**

33 Great Falls High School (GFHS) student representatives Seth Royer and Kaitlynn  
34 Fulbright shared that the choirs had outstanding performances this month, and the  
35 speech and debate team achieved multiple top placements at their recent competition in  
36 Helena. Winter Prom planning is underway with a “Once Upon a Dream” theme.  
37 Classes have been engaging in creative hands-on learning, including culinary  
38 Halloween treats, geology jewelry making, an art and anatomy collaboration lab, and  
39 physics experiments on friction. Teachers Mrs. Gundlach, Mrs. Rowe, and Mr. Fulgum  
40 were recognized for their positive impacts on Great Falls High School. Students from all  
41 local high schools toured the Calumet Refinery to learn about renewable energy. Fall  
42 sports have concluded with Football winning their first playoff game in over 4 (four)  
43 years. Preseason basketball and swimming have begun. Health Occupation Students  
44 of America (HOSA) hosted a successful blood drive. Students concluded the report  
45 with a School Board interactive trivia activity.

46  
47 Paris Gibson Education Center (PGEC) student representatives Aspen Logan-  
48 Schwecke and Kaytlynn McClure reported that students engaged in several diverse

1 hands-on learning experiences this month, including Elk Skin Drum making with  
2 American Indian Studies; Fancy Ramen Day, holiday treats, and the harvesting and  
3 bottling of “Loki’s Ghost” pepper seasonings in culinary classes; and a post-graduation  
4 trades program tour hosted by Montana State University - Northern. Students explored  
5 sensory science in a “Flavor Tripping” seminar, had the opportunity to earn CPR/AED  
6 certification with training provided by the school nurse, and participated in a Bison  
7 Harvest cultural event. *Math in the Trades* connected academics to real-world careers,  
8 and English and Science collaborated on a metals recycling project. The Young Parents  
9 Education Center hosted a festive Halloween event, and three students earned the “I  
10 AM PARIS” award. Jobs for Montana Graduates (JMG) students attended the Fall  
11 Leadership Conference in Helena, earning 3rd place in the logo competition and had  
12 the opportunity to tour many local businesses.

13  
14 Charles M. Russell (CMR) High School student representative Addie Crist reported that  
15 students have been busy with community service events. The Key Club, volleyball  
16 team, and HOSA participated in service projects, including volunteering at the Salvation  
17 Army and writing letters to veterans, while the Drama Department collected food  
18 donations for Rustler families. Several student groups remain active—Peer Mentors,  
19 now renamed LIFT (Listen, Inspire, Foster, and Trust), continue supporting students’  
20 mental health; Business Professionals of America (BPA) and Speech & Debate teams  
21 are preparing for competitions; and the Addams Family musical and Advanced  
22 Placement (AP) Art exhibit are underway. Students enjoyed a variety of engaging and  
23 hands-on learning experiences this month. Music students were inspired by guest  
24 conductor Fernanda Lastra, while art students learned from visiting graphic designer  
25 Brenda Wolf. Science classes conducted creative labs and celebrated Mole Day, and  
26 Advanced Placement (AP) Statistics students applied problem-solving through a fun  
27 Barbie experiment. Language students explored culture and history through film and  
28 folklore, and students touring Calumet Refinery gained insight into renewable energy  
29 and fuel testing. Fall athletics wrapped up successfully with cross country sweeping  
30 crosstown, football earning its first playoff win since 2014, and volleyball advancing to  
31 the state tournament.

32  
33 **B. Superintendent Report**  
34 Superintendent Hoyer highlighted National Native American Heritage Month as an  
35 opportunity to educate the community about Indigenous cultures, noting recent  
36 participation in the Bison Harvest and the upcoming community PowWow open to all.  
37 She also shared that the Golden Age Tailgate event continues to grow in popularity  
38 among district residents aged sixty-two (62) and older. A districtwide garage sale helped  
39 the District reduce unused items, allowing storage space to be utilized for in-use items.  
40 All Principals had an opportunity to review items and request those needed in their  
41 schools prior to the sale. Proceeds from the sale are deposited into the Loss of Assets  
42 revenue account. Superintendent Hoyer reported on the United Way Day of Caring  
43 community service event, upcoming visits from Governor Gianforte and the Workforce  
44 Development panel, and reviewed data showing a steady decline in historic and  
45 projected K–12 enrollment and attendance trends, which directly impacts state funding  
46 calculations.

47  
48 **C. Audience Communication**

1 Community member Sarah Whitney, representing parents of children in Special  
2 Education, addressed the Board and audience. She emphasized the critical role of  
3 paraprofessionals who provide essential care and support for students with diverse  
4 needs, whom often require 24-hour assistance. She advocated for a tiered pay system  
5 to recognize varying skill levels, promote consistency for students, and ensure these  
6 valued staff members are fairly compensated.

7  
8 Vice Chairperson Skornogoski thanked Ms. Whitney for her advocacy.  
9

## 10 11 **ACTION ITEMS**

12  
13 **A. Second Reading of Lynx Grafix Know-Understand-Do (KUD)** – Secondary  
14 Curriculum Director Beckie Frisbee stated the proposed KUD standards have been  
15 available on the website and in the Curriculum office since the first reading on October  
16 27, 2025 at the regular Board meeting. She has received no comments or concerns  
17 from staff or community.

18  
19 Motion – Paige Turoski, Seconded – Amie Thompson, passed unanimously to approve  
20 the new Lynx Grafix KUDs as presented.

21  
22 Trustee Thompson thanked the Curriculum department for making the documents  
23 available to the public.  
24

25 **B. Second Reading of Family and Consumer Science Resources** – Secondary  
26 Curriculum Director Beckie Frisbee reported that new textbook resources have been  
27 available for review in the Curriculum office since the first reading took place at the  
28 October 27, 2025 regular Board meeting. Ms. Frisbee noted that the original quote for  
29 the new textbooks expired on October 31, 2025 and shipping may increase from the  
30 original quote by seventy-three (73) cents.

31  
32 Motion – Bill Bronson, Seconded – Paige Turoski, passed unanimously to approve the  
33 purchase of new Family and Consumer Science textbooks as presented.  
34

35 **C. Approval of Raiders Course at Paris Gibson Education Center** – Superintendent  
36 Hoyer, on behalf of Executive Director Lance Boyd who was unable to attend the Board  
37 meeting due to illness, requested Board approval for a new Raiders Course to enhance  
38 the Junior Reserve Officers Training Corps (JROTC) program. The five-item course will  
39 be installed above the PGEC track with the support of the Red Horse Squadron from  
40 Malmstrom Air Force Base. Perkins funds will be used for the project. Some  
41 equipment will be restricted from public use, and insurance approval has been secured.  
42

43 Motion – Paige Turoski, Seconded – Amie Thompson, passed unanimously to approve  
44 the installation of the Raiders Course at Paris Gibson Education Center for the Junior  
45 Reserve Officers Training Corps (JROTC) program.  
46

47 **D. Approval of the Purchase of Servers and Storage for Virtual Environment**  
48 Director of Information Technology Jeff Williams is requesting Board approval to

1 purchase new hardware servers and storage devices needed to transition from the  
2 current VMWare virtualization environment to a more sustainable platform due to rising  
3 licensing and support costs. The total cost of \$141,216.98 includes \$49,339.00 already  
4 spent on a one-year VMWare renewal to maintain support during the transition, with the  
5 remaining \$91,877.98 (plus 5.94% interest) to be paid over the 2026–2027 and 2027–  
6 2028 budgets.

7  
8 Motion – Bill Bronson, Seconded – Paige Turoski.

9  
10 Mr. Williams addressed questions presented by Trustees Thompson and Skornogoski  
11 regarding whether other schools were experiencing the same problem and if already  
12 purchasing the extended window for support would allow the District more time to get  
13 other quote options. Mr. Williams stated that all districts who currently have this product  
14 will need to find other virtual environment options.

15  
16 Trustee Bronson appreciated the explanation, alluding to the ever-changing  
17 technological world we live in, and recommended the Board proceed with this option.

18  
19 Motion passed unanimously.

20  
21 **E. Second Reading of Revised Board Policies 2150 – *Suicide Awareness and***  
22 ***Prevention; 2334 – Release Time for Religious Instruction; 2450 – Recognition of***  
23 ***Native American Cultural Heritage; 2600 – Work Experience/Internship Program;***  
24 ***and 5124 – Recruitment and Retention*** – Superintendent Hoyer reviewed one  
25 recommendation for change to Board Policy 5124 brought forth by Tom Cubbage. On  
26 Page 55, Line 17, the language “or more” was added. She stated no other comments  
27 or recommendations for changes were received since the first reading of the policies at  
28 the October 27, 2025 regular Board meeting.

29  
30 Motion – Paige Turoski, Seconded – Bill Bronson, passed unanimously to approve  
31 Revised Board Policies 2150 – *Suicide Awareness and Prevention; 2334 – Release*  
32 *Time for Religious Instruction; 2450 – Recognition of Native American Cultural Heritage;*  
33 *2600 – Work Experience/Internship Program; and 5124 – Recruitment and Retention* as  
34 presented.

35  
36  
37 **ACTION: OTHER**

38  
39 There were no items removed from the Consent Agenda to discuss.

40  
41  
42 **REPORTS, DISCUSSION, AND POLICIES**

43  
44 **A. Fall Student Achievement Data Report** – Executive Director Jackie Mainwaring  
45 presented Measure of Academic Progress (MAP) data showing Great Falls Public  
46 Schools (GFPS) assessment scores compared to national averages in both Math and  
47 ELA (English Language Arts). Growth trends are on track with district expectations.  
48 Montana Aligned to Standards Through-Year (MAST) testing in grades 3–8, now

1 statewide, shows GFPS performing comparably to other Montana schools. In grades 3-  
2 8, writing and science remain areas for improvement. ACT scores for juniors rose  
3 slightly from 19.1 in 2024 to 19.3 in 2025. Discussion included data availability,  
4 statewide baselines, college testing requirements, and rollout of the new kindergarten  
5 readiness assessment.  
6

### 7 **B. Discussion, Committee Reports, and Comments**

8 Trustee Sunchild shared that her son was back in Great Falls and he had the  
9 opportunity to speak with second graders about the Core Knowledge Language Arts  
10 (CKLA) Ancient Greece unit, democracy, and the marathon in DC, noting strong student  
11 engagement.

12 Trustee Thompson enjoyed the combined Art and Biology lesson at Great Falls High  
13 School, emphasizing that integrated curriculum benefits all students and connects to  
14 real-life learning. She inquired on the meaning of “Snollygoster” (a name captioned in  
15 one of the student reports), to which reporter Jenn Rowell clarified was a politician.

16 Trustee Bronson expressed appreciation for the administration’s responsiveness, noting  
17 prompt answers to questions about athletic bus expenses that helped address  
18 community inquiries.

19 Trustee Turoski commended the community member’s courage to speak, appreciated  
20 paraprofessionals’ hard work, and recognized the peer mentors who presented at the  
21 Healthy, Safe Schools Board Work Session. She mentioned her fourth grader’s  
22 excitement about a museum field trip.

23 Trustee Skornogoski announced the need for more volunteers for an upcoming Speech  
24 and Debate meet, thanked administration for Day of Caring participation, shared her  
25 experience in her half-day substitute as a paraprofessional, and welcomed parent  
26 advocates for students.  
27

### 28 **UPCOMING EVENTS**

29  
30  
31 Vice Chairperson Skornogoski highlighted upcoming events, including the Indian  
32 Education for All Board Work Session on November 18<sup>th</sup> and the next regular Board  
33 meeting on November 24<sup>th</sup>.  
34

### 35 **ACTION TO ADJOURN**

36  
37  
38 With no further comments or items to be discussed, motion by Vice Chairperson  
39 Skornogoski and seconded by Trustee Thompson to adjourn the Regular Meeting of the  
40 Board of Trustees at 6:47 p.m.  
41

42  
43  
44  
45  
46 

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Kim Skornogoski, Vice Chairperson

47 

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Luke Diekhans, Clerk  
48

 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: November 24, 2025

CATEGORY: Consent

AGENDA ITEM NUMBER: V. D.

CABINET MEMBER: Heather Spurzem

### TOPIC

Personnel Actions

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

As per [MCA 20-3-324](#) – *Powers and Duties* – the trustees of each district shall employ or dismiss... personnel considered necessary to carry out the various services of the district.

### DISCUSSION

See attached Personnel Action Report to the Board of Trustees.

### FISCAL IMPLICATIONS

Noted on report.

### RECOMMENDATION

The District Board is requested to employ, dismiss, or accept the resignations of those noted on the Personnel Action Report.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Interim Director of Human Resources Heather Spurzem at (406) 268-6010.

[Return to Agenda](#)

**New Employee**

**Position: TEACHER**

Name: CRISS, MOLLY F	Pay: Salary	Rate: \$44.24	Hrs: 7.50	DAC:NORTH MIDDLE SCHOOL
Position: ACADEMIC INTERVENTION TEACHER (OYO) (06/0		Amount: \$43,797.88		Effective Date: 11/10/2025

**Position: SUPPLEMENTAL**

Name: BAUMANN, KAMREE MAE	Pay: Salary	Rate: \$25.00	Hrs: 1.06	DAC:GREAT FALLS HIGH SCHOOL
Position: WRESTLING 9TH ASSISTANT COACH		Amount: \$1,376.00		Effective Date: 11/24/2025
Name: KOMAC, JARREN RICHARD	Pay: Salary	Rate: \$19.50	Hrs: 1.24	DAC:GREAT FALLS HIGH SCHOOL
Position: WRESTLING 9TH ASSISTANT COACH		Amount: \$1,450.00		Effective Date: 11/24/2025
Name: ALTENBURG LASHER, DEVEN DUAN	Pay: Salary	Rate: \$19.50	Hrs: 1.18	DAC:GREAT FALLS HIGH SCHOOL
Position: WRESTLING 9TH ASSISTANT COACH		Amount: \$1,376.00		Effective Date: 11/24/2025
Name: JENSEN, AARON	Pay: Salary	Rate: \$25.00	Hrs: 5.09	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING HEAD COACH		Amount: \$6,614.00		Effective Date: 11/24/2025
Name: CARRANZA, LUIS FRANCISCO	Pay: Salary	Rate: \$25.00	Hrs: 4.97	DAC:GREAT FALLS HIGH SCHOOL
Position: WRESTLING HEAD COACH		Amount: \$6,464.00		Effective Date: 11/24/2025
Name: NOBLE, JEREMY ARTHUR	Pay: Salary	Rate: \$19.39	Hrs: 3.33	DAC:GREAT FALLS HIGH SCHOOL
Position: WRESTLING GIRL COOR COACH		Amount: \$3,876.00		Effective Date: 11/24/2025
Name: MCNAMEE, EDWARD T	Pay: Salary	Rate: \$25.00	Hrs: 4.34	DAC:GREAT FALLS HIGH SCHOOL
Position: BASEBALL HEAD COACH		Amount: \$5,751.00		Effective Date: 03/16/2026
Name: FORSTER, RICHARD ANTHONY	Pay: Salary	Rate: \$19.50	Hrs: 5.56	DAC:C M RUSSELL HIGH SCHOOL
Position: BASEBALL HEAD COACH		Amount: \$5,751.00		Effective Date: 03/16/2026
Name: RHOTEN, JASON C	Pay: Salary	Rate: \$19.50	Hrs: 0.99	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING JV ASSISTANT COACH		Amount: \$1,163.00		Effective Date: 11/24/2025
Name: VIG, BRYLIE KAETLIN	Pay: Hourly	Rate: \$10.55	Hrs: 0.00	DAC:CHIEF JOSEPH ELEMENTARY
Position: SUB TEACHER AIDE		Amount: \$0.00		Effective Date: 11/10/2025
Name: GLANVILLE, JENNIFER	Pay: Hourly	Rate: \$110.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB TEACHER		Amount: \$0.00		Effective Date: 11/12/2025
Name: GUNDLACH, JENNIFER K	Pay: Hourly	Rate: \$27.00	Hrs: 1.00	DAC:GREAT FALLS HIGH SCHOOL
Position: HOMEBOUND TEACHER (CY) (06/05/2026)		Amount: \$4,023.00		Effective Date: 11/11/2025
Name: LETCHER, JOSE	Pay: Hourly	Rate: \$110.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB TEACHER		Amount: \$0.00		Effective Date: 11/12/2025
Name: BESICH, THERESA MARIE	Pay: Salary	Rate: \$20.00	Hrs: 1.60	DAC:PARIS GIBSON EDUCATION CENT
Position: SPECIAL ED CASELOAD COVERAGE (06/05/26)		Amount: \$6,000.00		Effective Date: 08/25/2025
Name: BLEDSOE, KURTISS	Pay: Hourly	Rate: \$110.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB TEACHER		Amount: \$0.00		Effective Date: 11/17/2025
Name: GETTEN, CHAD A	Pay: Salary	Rate: \$25.00	Hrs: 0.06	DAC:GREAT FALLS HIGH SCHOOL
Position: BOYS BB ASST COACH		Amount: \$100.00		Effective Date: 11/24/2025
Name: HAGEN, ARIC	Pay: Salary	Rate: \$20.00	Hrs: 1.60	DAC:PARIS GIBSON EDUCATION CENT
Position: SPECIAL ED CASELOAD COVERAGE (06/05/26)		Amount: \$6,000.00		Effective Date: 08/25/2025
Name: ALLEN, SEAN PATRICK	Pay: Salary	Rate: \$19.50	Hrs: 0.52	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING JV ASSISTANT COACH		Amount: \$609.00		Effective Date: 11/24/2025
Name: MAZURKIEWICZ, MICHAEL	Pay: Salary	Rate: \$19.49	Hrs: 0.09	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING 9TH ASSISTANT COACH		Amount: \$100.00		Effective Date: 11/24/2025
Name: MAURER, SHANE A	Pay: Salary	Rate: \$25.00	Hrs: 1.36	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING JV ASSISTANT COACH		Amount: \$1,772.00		Effective Date: 11/24/2025
Name: BUDESKI, NICHOLAS JAMES	Pay: Salary	Rate: \$25.00	Hrs: 0.45	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING JV ASSISTANT COACH		Amount: \$581.00		Effective Date: 11/24/2025
Name: DE LA GARZA, JUSTIN	Pay: Salary	Rate: \$19.50	Hrs: 3.15	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING GIRL COOR COACH		Amount: \$3,691.00		Effective Date: 11/24/2025
Name: WATT, JEREMIAH	Pay: Salary	Rate: \$19.50	Hrs: 0.83	DAC:C M RUSSELL HIGH SCHOOL
Position: WRESTLING 9TH ASSISTANT COACH		Amount: \$975.00		Effective Date: 11/24/2025
Name: SCHMITZ, GERARD SR K	Pay: Salary	Rate: \$19.50	Hrs: 5.22	DAC:GREAT FALLS HIGH SCHOOL
Position: GIRLS BB HEAD COACH		Amount: \$7,636.00		Effective Date: 11/24/2025
Name: SUNWALL, KATHERINE ANN	Pay: Salary	Rate: \$19.50	Hrs: 3.68	DAC:GREAT FALLS HIGH SCHOOL
Position: GIRLS BB ASST COACH		Amount: \$5,379.00		Effective Date: 11/24/2025
Name: HOWARD, ROBERT WILLIAM	Pay: Salary	Rate: \$19.50	Hrs: 3.20	DAC:GREAT FALLS HIGH SCHOOL
Position: BOYS BB ASST COACH		Amount: \$4,677.00		Effective Date: 11/24/2025

**Personnel Action Report to the Board of Trustees  
Great Falls Public Schools**

Name: DIXON, KASSANDRA MARIE Position: GIRLS BB ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$4,911.00	Hrs: 2.98	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: WILLIS, MATTHEW STEVENS Position: GIRLS BB ASST COACH	Pay: Salary	Rate: \$19.50 Amount: \$4,911.00	Hrs: 3.36	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: STEWART, FLOYD J Position: BOYS BB ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$5,613.00	Hrs: 3.40	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: WINKLER, KYLE RAYMOND Position: BOYS BB ASST COACH	Pay: Salary	Rate: \$19.50 Amount: \$4,677.00	Hrs: 3.20	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: CISLO, JOHN STANLEY Position: BOYS BB HEAD COACH	Pay: Salary	Rate: \$25.00 Amount: \$8,230.00	Hrs: 4.99	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: CHAON, ERIC GORDON Position: BOYS BB HEAD COACH	Pay: Salary	Rate: \$25.00 Amount: \$7,536.00	Hrs: 4.57	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: SCHMITZ, GERARD JR KURT Position: BOYS BB ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$5,145.00	Hrs: 3.12	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: CONRAD, BRIANNA MARIE Position: HOMEBOUND TEACHER (RA) (06/05/2026)	Pay: Hourly	Rate: \$27.00 Amount: \$4,239.00	Hrs: 1.00	DAC:EARLY LEARNING FAMILY CENTE Effective Date: 10/30/2025
Name: ALLEN, AVERY AURORA Position: DRILL TEAM COORD (SPRING)	Pay: Salary	Rate: \$19.50 Amount: \$958.50	Hrs: 0.91	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 03/09/2026
Name: STORDAHL, CHERIE Position: PROGRAM ASST PREMIUM PAY	Pay: Salary	Rate: \$20.00 Amount: \$2,398.00	Hrs: 0.64	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 08/25/2025
Name: CUCHINE, BRYCE PATRICK Position: BOYS BB ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$100.00	Hrs: 0.06	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: VINING, HALEY MELISSA Position: GIRLS BB HEAD COACH	Pay: Salary	Rate: \$25.00 Amount: \$7,289.00	Hrs: 4.42	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: MARCINIAK, JESSICA MAXINE Position: SWIMMING ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$1,779.00	Hrs: 1.48	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: ALLEN, AVERY AURORA Position: DRILL TEAM COORD (WINTER)	Pay: Salary	Rate: \$19.50 Amount: \$958.50	Hrs: 0.66	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/17/2025
Name: CONRAD, BRIANNA MARIE Position: SWIMMING ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$4,060.00	Hrs: 3.38	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: ALBRIGHT, SHAYNA ASHLEY Position: SWIMMING ASST COACH	Pay: Salary	Rate: \$25.01 Amount: \$100.00	Hrs: 0.08	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: ARPS, MOLLY JEANNE Position: SWIMMING ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$2,558.00	Hrs: 2.13	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: HARRIS, ALISON Position: SUB TEACHER	Pay: Hourly	Rate: \$110.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 11/24/2025
Name: HURLEY, ALEX LEE Position: GIRLS BB ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$4,911.00	Hrs: 2.98	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: STERLING, WILLIAM J Position: GIRLS BB ASST COACH	Pay: Salary	Rate: \$19.50 Amount: \$5,145.00	Hrs: 3.52	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: LINDLAND, KATELYN BETH Position: GIRLS BB ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$4,911.00	Hrs: 2.98	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: MCNAMEE, EDWARD T Position: SWIMMING HEAD COACH	Pay: Salary	Rate: \$25.00 Amount: \$6,302.00	Hrs: 5.25	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: DAVIS, MIKE J Position: DR ED TEACHER/DRIVING (11/15/2025)	Pay: Salary	Rate: \$32.25 Amount: \$1,692.50	Hrs: 2.62	DAC:MSU COT Effective Date: 10/20/2025
Name: WOODS, COLTON K Position: WRESTLING 9TH ASSISTANT COACH	Pay: Salary	Rate: \$19.50 Amount: \$500.00	Hrs: 0.43	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: FLOERCHINGER, TREVOR J Position: WRESTLING JV ASSISTANT COACH	Pay: Salary	Rate: \$19.50 Amount: \$500.00	Hrs: 0.43	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: KOMAC, JORDAN STEPHEN Position: WRESTLING 9TH ASSISTANT COACH	Pay: Salary	Rate: \$25.00 Amount: \$2,341.00	Hrs: 1.80	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025
Name: SWANSON, KEVIN JOSEPH JR Position: WRESTLING 9TH ASSISTANT COACH	Pay: Salary	Rate: \$25.00 Amount: \$1,476.00	Hrs: 1.14	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: ZWIEFELHOFER, BRIAN K Position: WRESTLING 9TH ASSISTANT COACH	Pay: Salary	Rate: \$19.50 Amount: \$1,376.00	Hrs: 1.18	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025

Name: CAMACHO, DUSTYN DAVID SANTOS Position: WRESTLING 9TH ASSISTANT COACH	Pay: Salary	Rate: \$19.50 Amount: \$1,476.00	Hrs: 1.26	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: DART, GREGORY THOMAS Position: BOYS BB ASST COACH	Pay: Salary	Rate: \$25.00 Amount: \$5,145.00	Hrs: 3.12	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/24/2025
Name: CALVI, ALEXANDER MICHAEL Position: WRESTLING 9TH ASSISTANT COACH	Pay: Salary	Rate: \$19.50 Amount: \$826.00	Hrs: 0.71	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 11/24/2025

**Position: CLERICAL**

Name: MUKENDI, SHEKINAH Position: FINANCE OFFICER (HIGH SCHOOL)	Pay: Hourly	Rate: \$18.13 Amount: \$21,175.84	Hrs: 8.00	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/10/2025
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**Position: FOOD SERVICE**

Name: BUCK, ANNA Position: FOOD SERVICE EMPLOYEE	Pay: Hourly	Rate: \$14.44 Amount: \$707.56	Hrs: 7.00	DAC:EAST MIDDLE SCHOOL Effective Date: 11/10/2025
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**Position: LIBRARY/TEACHER AIDES**

Name: HELMS, ERIN Position: CORE TEACHER AIDE	Pay: Hourly	Rate: \$12.84 Amount: \$12,230.10	Hrs: 7.50	DAC:WEST ELEMENTARY Effective Date: 11/19/2025
Name: BABCOCK, DEZARAY Position: OVERLOAD TEACHER AIDE	Pay: Hourly	Rate: \$12.84 Amount: \$0.00	Hrs: 0.00	DAC:SUNNYSIDE ELEMENTARY Effective Date: 11/10/2025
Name: MATOON, KYLIE Position: CORE TEACHER AIDE	Pay: Hourly	Rate: \$12.84 Amount: \$8,968.74	Hrs: 5.50	DAC:LONGFELLOW ELEMENTARY Effective Date: 11/19/2025
Name: WATSON, HEATHER DAWN Position: CORE TEACHER AIDE	Pay: Hourly	Rate: \$12.84 Amount: \$9,392.46	Hrs: 5.50	DAC:NORTH MIDDLE SCHOOL Effective Date: 11/11/2025

**Position: PAINTERS**

Name: CLAYTOR, TOM Position: PAINTER	Pay: Hourly	Rate: \$25.84 Amount: \$32,868.48	Hrs: 8.00	DAC:BUILDINGS & GROUNDS Effective Date: 11/11/2025
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**Position: PARA EDUCATOR (SP ED)**

Name: RUSSELL, EMILY Position: PARA EDUCATOR (SP ED)	Pay: Hourly	Rate: \$16.78 Amount: \$14,598.60	Hrs: 7.50	DAC:SACAJAWEA ELEMENTARY Effective Date: 12/08/2025
Name: KLING, LAYLA Position: EXCEPTIONALITIES STUDENT PARA/CNA	Pay: Hourly	Rate: \$16.78 Amount: \$4,497.04	Hrs: 2.00	DAC:PARIS GIBSON EDUCATION CENT Effective Date: 11/10/2025
Name: WILLIAMS, JERIAN Position: PARA EDUCATOR (SP ED)	Pay: Hourly	Rate: \$16.78 Amount: \$16,863.90	Hrs: 7.50	DAC:LONGFELLOW ELEMENTARY Effective Date: 11/10/2025

**Resignation**

**Position: SUPPLEMENTAL**

Name: BERGAN, TIFFANY HOPE Position: SUB TEACHER AIDE (11/12/2025)	Pay: Hourly	Rate: \$10.55 Amount: \$0.00	Hrs: 0.00	DAC:MEADOW LARK ELEMENTARY Effective Date: 11/12/2025
Name: ACKER, HEIDI L Position: SUB TEACHER AIDE (11/12/2025)	Pay: Hourly	Rate: \$10.55 Amount: \$0.00	Hrs: 0.00	DAC:MEADOW LARK ELEMENTARY Effective Date: 11/12/2025
Name: TOWERS, PAUL R Position: SUB PARA EDUCATOR (SP ED) (11/14/2025)	Pay: Hourly	Rate: \$105.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 11/14/2025

**Position: CLERICAL**

Name: FENNELL, SHASHANA TRALISA Position: ADMIN ASST (11/18/2025)	Pay: Hourly	Rate: \$18.13 Amount: \$15,519.28	Hrs: 8.00	DAC:WAREHOUSE Effective Date: 11/18/2025
Name: THEUS, MARYLEE ANN Position: ADMIN ASST (12/19/2025)	Pay: Hourly	Rate: \$19.78 Amount: \$14,874.56	Hrs: 8.00	DAC:MOUNTAIN VIEW ELEMENTARY Effective Date: 12/19/2025
Name: PACE, JOLEE ANN Position: FINANCE OFFICER (HIGH SCHOOL) (11/14/2025)	Pay: Hourly	Rate: \$18.75 Amount: \$10,050.00	Hrs: 8.00	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/14/2025

**Position: ENGINEERS**

Name: JORDAHL, MICHAEL ALAN Position: CUSTODIAN (11/25/2025)	Pay: Hourly	Rate: \$20.88 Amount: \$18,708.48	Hrs: 8.00	DAC:BUILDINGS & GROUNDS Effective Date: 11/25/2025
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**Position: LIBRARY/TEACHER AIDES**

Name: ADAMS, STACY ANN Position: CORE TEACHER AIDE (10/21/2025)	Pay: Hourly	Rate: \$12.84 Amount: \$3,659.40	Hrs: 7.50	DAC:GIANT SPRINGS ELEMENTARY Effective Date: 10/21/2025
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**Retirement**

**Position: ADMINISTRATIVE**

Name: PAUL, CAROL Position: STUDENT SERVICES COORDINATOR (06/30/2026)	Pay: Salary	Rate: \$62.32 Amount: \$112,183.00	Hrs: 8.00	DAC:STUDENT SERVICES Effective Date: 06/30/2026
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**Termination**

**Position: FOOD SERVICE**

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Name: LANDIS, DONNA	Pay: Hourly	Rate: \$14.44	Hrs: 5.00	DAC:GIANT SPRINGS ELEMENTARY
Position: FOOD SERVICE EMPLOYEE (10/21/2025)		Amount: \$72.20		Effective Date: 10/21/2025

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**Position: PARA EDUCATOR (SP ED)**

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Name: MARCEAU, SHELDON GEORGE	Pay: Hourly	Rate: \$17.18	Hrs: 7.50	DAC:GREAT FALLS HIGH SCHOOL
Position: PARA EDUCATOR (SP ED) (11/07/2025)		Amount: \$6,571.35		Effective Date: 11/07/2025

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 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skomogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: November 24, 2025

CATEGORY: Consent

AGENDA ITEM NUMBER: V. E.

CABINET MEMBER: Heather Spurzem

### TOPIC

Good Apple Awards

### STRATEGIC PLAN

Healthy, Safe, and Secure Schools

### BACKGROUND

Individual letters of appreciation and our "Good Apple" pin will be forwarded to each of the individuals whose achievements are summarized in this notice. This award is an expression of appreciation and affection, and we ask all who have received it to wear the "Good Apple" with pride! If the person is a district employee, a copy of our letter will be placed in their personnel file. What follows are nominations for "Good Apple" awards.

### DISCUSSION

**Kathy Ramey, Student Systems Analyst, Data Center**, was recommended for a Good Apple Award by Jessa Youngers, Supervisor of Food Service, District Offices, because of the following:

It is with great appreciation that I nominate Kathy Ramey for a Good Apple Award. Once assigned the task of setting up automated meal charge notices - she worked quickly and efficiently to pull data from multiple sources and build the messages. She tested diligently and communicated along the way. I appreciate that, even though getting the messages set up ASAP was not her emergency, she understood the urgency and prioritized seeing the project to completion! Thank you, Kathy. We are lucky to have you on our team!

**Carol Miller, Volunteer, Chief Joseph Elementary School**, was recommended for a Good Apple Award by Tara Murillo, Librarian, Chief Joseph Elementary School, because of the following:

Carol Miller is a shining example of what it means to be a dedicated and compassionate volunteer, and she is truly deserving of the Good Apple Award from the Great Falls School District. As a lifelong member of the Chief Joseph Elementary community, Carol's commitment runs deep. Her children once attended the school, and now her grandchildren, including one currently enrolled, continue the family tradition. From her early days as an active PTA member and president to her current role as a devoted library volunteer, Carol's service has never wavered. She gives her time generously, coming to the library two to three times a week to shelve books, assist students with library skills, and handle countless other tasks that keep things running smoothly. Her presence has become such an important part of the school that both students and staff light up when they see "Miss Carol", whose warmth and kindness make everyone feel valued and supported.

Beyond her regular volunteering, Carol goes above and beyond in every way. She faithfully helps set up, take down, and work shifts at the annual book fair, even staying late during parent-teacher conference nights. Her patriotism and care for others shine through in her leadership of the Veterans Day luncheon, where she decorates, serves, and honors those who have served—including her husband and son. Carol is always the first to lend a hand or contribute something special to enhance school projects and holiday celebrations, bringing joy and comfort to everyone she encounters. Her selflessness, dedication, and love for the students and staff make her an irreplaceable part of the Chief Joseph family. Carol Miller embodies the very spirit of the Good Apple Award—her actions nurture not only learning, but also the heart of the school community.

**Kathryn Elsing, Resource 1 Teacher, Longfellow Elementary School**, was recommended for a Good Apple Award by Wynn Davis, 5<sup>th</sup> Grade Teacher, Longfellow Elementary School, because of the following:

I am honored to nominate Mrs. Kathryn Elsing for the Good Apple Award in recognition of her outstanding dedication, compassion, and unwavering commitment to student success. Mrs. Elsing consistently goes above and beyond to create a learning environment where every student feels valued, supported, and capable of achieving greatness. Whether through lessons, meaningful conversations, or quiet moments of encouragement, she helps students discover their strengths and believe in themselves. She also has served as a sounding block for teachers while offering motivation and encouragement to them. Plus, Kathryn recognizes the strengths that other staff have to offer our students, and expresses that with them, which is so valuable and priceless! (Thank you). In every sense, Kathryn embodies the spirit of the Apple Award—excellence, passion, and heart. Her influence is felt not only through academic achievements, but through the confidence, joy, and growth she nurtures in every student she works with.

**Sandy Harshaw-Irvin, Sub Clerk, Human Resources**, was recommended for a Good Apple Award by De Anndrea Bobo, Lisa Henry, Sandy Bennett, Shannon McKiernan, and Heather Spurzem, Human Resources Department, District Offices Building, because of the following:

I would like to take a moment to recognize and appreciate the outstanding work Sandy is doing as our sub clerk at Great Falls Public Schools. Sandy continually brings positivity, organization, and genuine care to her role, and it has made a noticeable difference. This year, she made Substitute Appreciation Week truly special. Her thoughtful efforts and creativity made everyone feel valued and supported. In addition, she has worked hard to make substitute training sessions fun, engaging, and meaningful, something that is felt and appreciated by every substitute who attends. Thank you, Sandy, for your dedication, your uplifting energy, and the heart you bring to our school community. You are truly amazing, and we are grateful for all you do.

## **FISCAL IMPLICATIONS**

N/A

## **RECOMMENDATION**

The District Board is requested to accept the recommendations of the above individuals for the Great Falls Public Schools Good Apple Award.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Interim Director of Human Resources Heather Spurzem at 268-6010.

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 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Consent

**AGENDA ITEM NUMBER:** V. F.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

Montana Office of Public Instruction (OPI) TR-35 School Bus Driver Certificates

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

School bus drivers are required to comply with qualifications set forth in Section [20-10-103, MCA](#), and [10.7.111 ARM](#), and file a certificate of compliance with the County Superintendent of Schools.

### DISCUSSION

The following individuals meet the qualifications as school bus drivers: Said Arrabatchou, John Conner, Ryan Crane, Grant Cummings, David Desmet, Richard Lathan, Joel McNeese, Michael O'Loughlin, Willard Pavao, Jamie Perry, Steve Powers, Thomas Soto, Ronald Thornton, Tara Thielman, and Brianna Walsh.

### FISCAL IMPLICATIONS

None

### RECOMMENDATION

The District Board is requested to approve the Montana Office of Public Instruction TR-35 school bus driver certificates for the individuals listed above.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans at (406) 268-6050.

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 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skomogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Action

**AGENDA ITEM NUMBER:** VII. A.

**CABINET MEMBER:** Lance Boyd

### TOPIC

Cascade County Sheriff's Office (CCSO) and Great Falls Police Department (GFPD) Reserve School Resource Officer (SRO) Pilot

### STRATEGIC PLAN

Healthy, Safe, and Secure Schools and Stewardship and Accountability

### BACKGROUND

At the October 29, 2025, Board of Trustee Work Session focused on Healthy, Safe, and Secure Schools, CCSO Sheriff Jesse Slaughter, GFPD Sgt. Katie Cunningham, and GFPD Captain Brian Black introduced a proposed reserve SRO Pilot program. The Reserve SRO Pilot Program aims to enhance campus safety and strengthen partnerships between the District, Great Falls Police Department, and the Cascade County Sheriff's Office, maintaining a supportive educational environment. Quarterly updates will allow the Board to monitor progress, assess effectiveness, and make data-informed decisions regarding the program's continuation or modification.

### DISCUSSION

Great Falls Public Schools, in partnership with the GFPD, contracts to employ five (5) highly-trained school resource officers. Striving to follow best practices, these five (5) Detectives follow the SRO triad of *Law Enforcement Officer, Educator, and Informal Counselor*. In 2024-2025 they responded to 830 call-outs, an increase of twenty-seven (27) over the previous year. 437 of these were at the request of Great Falls Public Schools (GFPS). 357 occurred off campus but were referred to the SRO, as they involved school-aged children. These numbers represent a slow but steady uptick in call-out over a five-year period. Through private corporation donations and funding from the County Safety Levy, CCSO Sheriff Jesse Slaughter is proposing a partnership with GFPD to provide one Reserve SRO via a pilot program to provide additional SRO resources across Cascade County. This pilot proposal has the support of both the CCSO and GFPD.

1. Funded through private industry donations secured by the CCSO for this year, through the County Safety Levy after. There may be an opportunity for federal funding in the future.
  - a. There will be an interlocal agreement between the County and City, as well as a Memorandum of Understanding (MOU) with GFPS to memorialize this partnership.
  - b. There will be no cost to GFPS.
2. GFPD and CCSO will work collectively, in conjunction with GFPS, to design the GFPS/GFPD pilot.
  - a. The pilot will recognize and honor the culture of the GFPS/GFPD SRO program.

3. The individual will be recruited, screened, and hired with GFPD and GFPS at the table consistent with our current GFPD SRO hiring practices.
4. The individual will be completely sworn, and under the direct supervision and direction of Sgt. Katie Cunningham and Captain Brian Black, to include school/activity assignment, training, and evaluation.
  - a. Candidate must be able to meet all the requirements of active police officers, including screenings and background checks.
5. Annual program evaluations will be made to the Board of Trustees via a public meeting.

### **FISCAL IMPLICATIONS**

None – the Reserve SRO Pilot will be funded through the Cascade County Sheriff's Department.

### **RECOMMENDATION**

The District Board is requested to approve the implementation of a Reserve School Resource Officer (SRO) pilot program, with the requirements that program updates and evaluations be provided to the Board on a quarterly basis and that the program be subject to the execution of appropriate agreements and requirements.

For more information about this item, please contact Sgt Katie Cunningham at (406) 268-6430 or Sheriff Jesse Slaughter at (406) 750-2389 with questions. You may also contact Superintendent Heather Hoyer at (406) 268-6001.

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 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Action

**AGENDA ITEM NUMBER:** VII. B.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

School Election Calendar 2026 and Trustee Filing Timeline

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

A School Election Calendar is included with this agenda item that outlines the dates for filing, date to call for the election, when ballots are available, and the election date.

### DISCUSSION

Individuals who are interested in filing for open Board positions must do so between December 11, 2025, and February 9, 2026.

- Trustees are required to call for an election by December 11, 2025, with a resolution stating the date of the election, the purpose of the election, whether the election will be by mail or poll, and the voting locations. (The Trustees do NOT have to set levy amounts at this time.) Also, by this date the trustees must request a mail ballot election.
- February 9, 2026 at 5:00 p.m. is the last day trustee candidates can withdraw from the election.
- March 2, 2026 at 5:00 p.m. is the deadline for write-in candidate for a trustee position on the school board to file Declaration of Intent.
- March 26, 2026 is the deadline that trustees must pass a resolution stating exact levy amounts if running a levy election.
- April 3, 2026 is the date trustees may declare the election by acclamation and cancel the election if the number of candidates filing is equal to or less than the number of open trustee positions.
- March 26 through April 25, 2026 notice of election is posted.
- April 15 through April 20, 2026 mail ballots are mailed.
- May 5, 2026 is Election Day.

### FISCAL IMPLICATIONS

The approximate cost to run a school election is \$65,000.

## **RECOMMENDATION**

The District Board is requested to approve the 2026 School Election Calendar and Trustee Filing Timeline as presented.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans at (406) 268-6050.

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## SCHOOL ELECTION CALENDAR 2026 WITH FORMS

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation	Forms
Not less than 145 days before*	<b>Thursday, December 11</b>	<p><b>Trustees call for an election.</b> The trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) whether the election will be by mail or poll; 4) the voting locations and boundaries for each location, if there are multiple locations within a district (if changed from a previous school election the new locations must be specifically noted); and 5) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot (not less than 30 days before the election). The resolution must be delivered to the county election administrator within 3 days of passage, but it need NOT be posted. The trustees must also appoint three election judges per precinct.</p> <ul style="list-style-type: none"> <li>• <b>Bond Elections</b> are subject to additional requirements (see <a href="#">20-9-422</a>, MCA).</li> </ul> <p><b>Request for a mail ballot election</b> must be sent from trustees to the election administrator. Exception: Even if no request is received, the election administrator could decide to request a mail ballot election.</p> <p><i>*The deadline of 145 days ONLY applies to the regular school election. Special elections must be called at least 70 days before the election.</i></p>	<p><a href="#">13-19-202</a></p> <p><a href="#">13-19-203</a></p> <p><a href="#">20-9-422</a></p> <p><a href="#">20-20-201</a></p> <p><a href="#">20-20-203</a></p>	<p><a href="#">Declaration of Intent and Oath of Candidacy for Trustee Candidates</a></p> <p><a href="#">Trustee Resolutions Calling for School Election</a></p>
At least 142 days before (within 3 days of passage of the election resolution)*	<b>Monday, December 15</b>	<p><b>Last day to file resolutions for school election with county election administrator.</b> To assist with the provisions of late registration, include the name and best contact number for the district’s election administrator with the resolution.</p> <p><i>*For special elections, the election resolution must be sent to the county election administrator within 3 days of passage (not later than 67 days before the election)</i></p>	<p><a href="#">20-20-201(2)(a)</a></p>	
No earlier than 145 days, or later than 85 days before	<b>Thursday, December 11 through Monday, February 9</b>	<p><b>Trustee candidates file for election.</b> A Declaration of Intent and Oath of Candidacy must be filed with district clerk (regardless of who is running the election). <b>NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS THE CANDIDATE MEETS THIS DEADLINE.</b></p> <p><i>Candidates must be registered to vote by the filing deadline (exception for candidates turning 18 after the filing deadline and prior to the election).</i></p>	<p><a href="#">13-10-201</a></p> <p><a href="#">20-3-305</a></p>	
85 <sup>th</sup> day before the election	<b>Monday, February 9 (by 5 p.m.)</b>	<p><b>Last day trustee candidates may withdraw from the election.</b> Any candidate that has already filed for election, but wishes to withdraw their name, may do so by sending a statement of withdrawal to the election administrator.</p>	<p><a href="#">20-3-305(3)(a)</a></p>	
At least 70 days before	<b>Tuesday, February 24</b>	<p><b>Deadline for amendments to election resolutions.</b> The trustees may amend an election resolution passed at least 145 days prior to the election. Financial considerations not indicated in the initial resolution may be included in an amendment.</p> <p><i>Special elections (elections held on a date other than the regular school election day) must be called at least 70 days before the election.</i></p>	<p><a href="#">20-20-201</a></p>	



Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation	Forms
Not later than 5pm the 65 <sup>th</sup> day before the election	<b>Monday, March 2 (by 5 p.m.)</b>	<b>Deadline for write-in candidate for a trustee position on a school board to file Declaration of Intent</b> (must be filed with the district clerk, regardless of who is running the election).  <i>*Votes only count for write-in candidates who file a Declaration of Intent.</i>	<a href="#">20-3-305(2)(b)</a>	<a href="#">Declaration of Intent and Oath of Candidacy for Write-In Candidates</a>
At least 60 days before	<b>Friday, March 6</b>	<b>Election administrator posts mail ballot election plan/timetable/sample instructions.</b> <ul style="list-style-type: none"> <li>• <b>For elections conducted by the school district:</b> publish the mail ballot plan in a newspaper of general circulation, if one in the district and/or in 3 public places AND publish on the school district website, if active.</li> <li>• <b>For elections conducted by the county election office:</b> publish on the county election office website or other means of publication OR follow the publication instructions for elections conducted by school districts.</li> </ul> Failure to publish plans by this date and in this manner default to a polling place election. School districts conducting their own elections must send a copy of the plan to the county election administrator.	<a href="#">13-19-205</a>	
4 weeks preceding the close of regular registration	<b>Monday, March 9</b>	<b>Notice of close of regular registration.</b> The county election administrator publishes the notice of close of regular registration for school districts at least 3 times in the 4 weeks preceding the close of regular registration. Contact the county election administrator to coordinate that publication.	<a href="#">13-2-301</a>	
Not less than 40 days before	<b>Thursday, March 26</b>	<b>Election administrator certifies ballot.</b> The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk.  <i>Trustees must pass a resolution stating exact levy amounts by this date for the clerk to certify the ballot. This resolution must include the durational limit, if any, on the levy.</i>	<a href="#">20-20-401</a>	
Not more than 35 days before	<b>Tuesday, March 31</b>	<b>Deadline for mail ballot amendments.</b> The plan may be amended by the election administrator at any time prior to the 35th day before election day by publishing in the same manner as the original mail ballot plan.	<a href="#">13-19-205</a>	
Not less than 30 days before	<b>Friday, April 3</b>	<b>Election by Acclamation and Cancellation of Election - Notice.</b> If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees cancel the trustee election. They must then give notice that a trustee election will not be held. The trustee election may not be declared by acclamation until all candidate filing deadlines have passed. <b>Send a copy to the county election administrator to aid with the provisions of late registration.</b>  <i>**A trustee election held in single-member or trustee nominating district is considered a separate trustee election for declaring the election by acclamation.</i>	<a href="#">20-3-313</a>	<a href="#">Notice of Trustee Election Cancellation</a>



Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation	Forms
30 days before any election	<b>Monday, April 6</b>	<b>Close of regular voter registration.</b> Registration forms postmarked by this date and received within 3 days are accepted for regular registration. Late registration must be completed at the county election office.	<a href="#">13-2-301</a>	
Not more than 30 days before	<b>Monday, April 6</b>	<b>Contact your county election administrator</b> for the absentee ballot list.	<a href="#">13-13-212</a> <a href="#">20-20-312</a>	
No later than the 30th day before	<b>Friday, April 3</b>	<b>Deadline to notify election judges of appointment.</b>	<a href="#">13-4-101</a>	
Not more than 30 days before	<b>Monday, April 6</b>	<b>Performance Testing and Certification of Voting System.</b> The election administrator must publicly test and certify that the system is performing properly.	<a href="#">13-17-212</a>	
Day after Close of Regular Registration	<b>Tuesday, April 7</b>	<b>Start of Late Registration.</b> Late voter registration starts and continues through election day. Late registration must be completed at the office of the county election administrator.	<a href="#">13-2-304</a>	
Not less than 10 days, or more than 40 days before	<b>Thursday March 26 Through Saturday April 25</b>	<b>Notice of election is posted.</b> The election notice must be published in a newspaper of general circulation in the district if available, posted in at least three public places in the district AND posted on the district's website for the 10 days prior to the election, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. The notice must include: 1) the date and voting locations for the election; 2) voting location hours; 3) each proposition to be considered by the electorate; 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions; 5) where and how absentee ballots may be obtained; and 6) where and how late registrants may obtain a ballot on election day. <ul style="list-style-type: none"> <li>• If the polling place has changed from the previous school election, that change must be referred to in the notice.</li> <li>• If more than one proposition will be considered in the same district, each proposition must be set apart and identified or placed in separate notices.</li> </ul>	<a href="#">20-20-204</a>	<a href="#">School Election Notices</a>
At least 20 days before	<b>Wednesday, April 15</b>	<b>Absentee ballots available.</b> The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none"> <li>• The ballot, stamped official ballot (with stub removed);</li> <li>• Instructions for voting and returning the ballot;</li> <li>• A secrecy envelope, free of marks that would identify the voter; and</li> <li>• A self-addressed, return envelope with affirmation printed on the back of the envelope (affirmation must include a line for signature AND the elector's year of birth).</li> </ul>	<a href="#">13-13-214</a> <a href="#">20-20-401</a>	<a href="#">Absentee Voter Materials</a>
Not before the 20 <sup>th</sup> day or later than the 15 <sup>th</sup> day	<b>Wednesday, April 15 through Monday, April 20</b>	<b>Mail ballots mailed.</b> If conducting a mail ballot election, all ballots must be mailed on the same day (the day noted in the district's mail ballot plan). If an inactive elector reactivates after the ballots are mailed, the elector should be provided with or mailed a ballot. If the elector reactivates after noon on the day before election day, the elector must come in on election day to receive a ballot.	<a href="#">13-19-207</a>	



Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation	Forms
Not more than 12 days or less than 2 days before	<b>Thursday, April 23 through Sunday, May 3</b>	<b>Absentee/Mail Ballot Counting Notice.</b> Districts must publish in a newspaper of general circulation in the county a notice indicating the method that will be used for counting absentee/mail ballots and the place and time that the absentee/mail ballots will be counted on election day. <i>This notice may be combined with the Publication of Information Concerning Voting Systems, the Polling Location Accessibility Notice and/or with the Notice of Election if the notice is published between the 12<sup>th</sup> and 10<sup>th</sup> day prior to the election.</i>	<a href="#">13-15-105</a>	<a href="#">Absentee/Mail Ballot Counting Notice</a>
Not more than 12 days or less than 2 days before	<b>Thursday, April 23 through Sunday, May 3</b>	<b>Publication of Information Concerning Voting Systems.</b> Districts shall broadcast on radio or television or publish in a newspaper of general circulation in the county a diagram showing the voting system to be used by voters and a sample ballot (newspaper only), a statement of location of where the voting system to be used is on public display, and instructions on how to vote. <i>This notice may be combined with the Publication of Information Concerning Voting Systems, the Polling Location Accessibility Notice and/or with the Notice of Election if the notice is published between the 12<sup>th</sup> and 10<sup>th</sup> day prior to the election.</i>	<a href="#">13-17-203</a>	<a href="#">Notice of Information Concerning Voting Systems</a>
Not more than 10 days or less than 2 days before	<b>Saturday, April 25 through Sunday, May 3</b>	<b>Polling Location Accessibility Notice.</b> Districts must publish in a newspaper of general circulation in the county a statement of the location of the polling places and whether each location is accessible or inaccessible. <i>This notice may be combined with the Absentee/Mail Ballot Counting Notice, the Publication of Information Concerning Voting Systems, and/or with the Notice of Election if the notice is published on the 10<sup>th</sup> day prior to the election.</i>	<a href="#">13-3-105</a> <a href="#">13-3-207</a>	<a href="#">Notice of Polling Place Locations and Accessibility Designations</a>
Day before (By Noon)	<b>Monday, May 4</b>	<b>Deadline for absentee ballot requests.</b> Voters who wish to vote absentee may request an absentee ballot in writing or in person until noon the day before the election. <b>Link to sos.</b>	<a href="#">13-13-211</a> <a href="#">13-13-214</a>	<a href="#">Application for Absentee Ballot</a>
Day before	<b>Monday, May 4</b>	<b>Deliver certified copy of the lists of registered electors.</b> Before the day of election, the county election administrator shall deliver a certified copy of the lists of registered electors for each voting location to the district. The district shall deliver them to the election judges prior to the opening of a voting location.	<a href="#">20-20-313</a>	
Election Day 	<b>Tuesday, May 5</b>	<b>ELECTION DAY.</b> The election administrator must prepare the polling places, printed ballots, ensure election judges are present, and conduct a fair and unbiased election.  <b>Notify election judges of the names of write-in candidates</b>	<a href="#">Title 13</a> <a href="#">20-20-105</a> <a href="#">20-20-401</a> <a href="#">20-20-411</a>	<a href="#">Display of Instructions for Electors</a>  <a href="#">Election Judges' Oath</a>



Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation	Forms
No sooner than 3pm on the 6 <sup>th</sup> day after the election	<b>Monday, May 12</b>	<b>The first date that provisional ballots may be counted.</b> Following the election, unresolved provisional ballots are sealed. These ballots may not be opened until after 3pm on the 6 <sup>th</sup> day after election. The election judges convene, and a determination is made as to whether the ballots are counted. If there are provisional ballots in a school election, the canvass may not occur until after all provisional ballots are resolved.	<a href="#">13-15-107</a>	<a href="#">Provisional Ballot Instructions</a>
Following receipt of the tally sheets from all polls and within 25 days after the election	<b>By Friday, May 30</b>	<b>Trustees canvass the votes, issue certificates of election, and publish results.</b> Trustees review the tally sheets compiled by the election judges to ascertain their accuracy. Recounts are ordered, if necessary. If tally is complete and accurate, trustees issue certificates of election to successful candidates. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district.	<a href="#">20-20-415</a> <a href="#">20-20-416</a>	<a href="#">Certificate of Election of Trustee</a>  <a href="#">Canvass of Votes and Results</a>
Within 5 days after the official canvass	<b>Monday, May 12 through Wednesday, June 4</b>	<b>Deadline for filing a petition for recount.</b> When a question submitted to a vote of the people is decided by a margin not exceeding ¼ of 1% of the total votes cast for and against the question, a petition for recount must be filed within 5 days after the official canvass.	<a href="#">13-16-201</a>	<a href="#">Petition for Recount</a>
Within 5 days of receipt of notice from the election administrator	<b>Monday, May 12 through Monday, June 4</b>	<b>Deadline for convening the School Recount Board.</b> When a tie vote has been certified to the election administrator or conditions have been met for filing a recount petition, the board shall convene at its usual meeting place to perform a recount. The recount must be completed within 5 days of receipt of official canvass or recount petition.	<a href="#">13-16-204</a> <a href="#">20-20-420</a>	
Within 25 days of election	<b>By Friday, May 30</b>	<b>Deadline for trustees to hold organizational meeting</b> to elect chair and appoint clerk.	<a href="#">20-3-321</a>	<a href="#">School Board Organization</a>
By June 1	<b>Friday, May 30</b>	<b>Deadline for trustees to request county election administrator to conduct school elections for next year.</b> The school district clerk/election administrator is designated the election administrator for school elections. However, the trustees of any district may request the county election administrator (EA) to become the election administrator for school elections. The request must be made by a resolution of the board of trustees. If the county EA accepts, then he/she must perform all the duties the school clerk would have. The school district must assume all costs of the election.	<a href="#">20-20-417</a>	<a href="#">Trustee Resolution – Request for County to Conduct Elections</a>
Within 15 days after receipt of certificate of election	<b>By Friday, June 13</b>	<b>Candidate completes and files Oath of Office</b> with the County Superintendent.  <i>*Newly elected trustees may not be seated until the oath is filed. The issuance and the oath may be administered at the organizational meeting (below) but must be completed within 15 days of issuance.</i> <i>**In the event of a recount, the deadline for a candidate to complete and file the oath is 15 days from receipt of the certificate of election.</i>	<a href="#">20-3-307</a> <a href="#">20-1-202</a> <a href="#">1-6-101</a>	

[1-1-307](#), MCA. Postponement of day appointed for an action when it falls on a holiday or Saturday. Whenever any act of a secular nature, other than a work of necessity or mercy, is appointed by law or contract to be performed upon a particular day, which day falls upon a holiday or a Saturday, such act may be performed upon the next business day with the same effect as if it had been performed upon the day appointed.



*If the deadline, as read in statute, is phrased "not later than..." the deadline does not move to a later date but an earlier one.*

**Additional References:**

Sample forms can be found at this address: [School Finance Election Webpage](#)

**Election Manual: School Election Handbook**

MT Secretary of State's Office: [Secretary of State's Election Webpage](#)

Candidates for trustee positions in 1) a first-class district located in a county with populations of 15,000 or more; or 2) a county high school district with an enrollment of 2,000 or more are required to file a C-1-A Statement of Candidate within 5 days of becoming a candidate. For reporting dates and instructions contact the Montana Commissioner of Political Practices at: [Commissioner of Political Practices Webpage](#).



 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Action

**AGENDA ITEM NUMBER:** VII. C.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

Trustee Resolution Calling for an Election on May 5, 2026

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

The last date for the District to file a resolution calling for the Annual Regular School Election is Thursday, December 11, 2025, which is at least 145 days before the election ([MCA 13-19-202](#)).

### DISCUSSION

The Trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) whether the election will be by mail or poll; 4) voting locations; and 5) the time the polls will open, if before noon. Trustees do NOT have to set levy amounts at this time; however, they must be set in time for the Clerk to certify the ballot (not less than 30 days before the election or March 26, 2026). There are three (3) Trustee positions up for re-election for three-year terms. The deadline for a person to file for a trustee position with the Elections Office is February 9, 2026, [MCA 20-3-305](#). The resolution also states that if it is later determined that any portion of the election is not required, the Trustees authorize Luke Diekhans, Election Administrator, to cancel that portion of the election in accordance with [MCA 13-1-304](#) and [MCA 20-3-313](#).

### FISCAL IMPLICATIONS

The cost of an all-mail ballot Trustee Election is expected to be approximately \$65,000.00.

### RECOMMENDATION

The District Board is requested to adopt a Resolution Calling for an Election on May 5, 2026, per the attached document that sets forth the date, purpose, ballot deposit sites, and the times the ballot deposit sites will be open.

For more information about this matter, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans at (406) 268-6050.

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## School Board Election Information

Nominating petitions and candidacy forms are now available for three seats on the Great Falls Public Schools Board of Trustees whose positions are reaching the end of their term. The election will be held on Tuesday, May 5, 2026.

Forms may be obtained from Luke Diekhans, Director of Business Operations, at the District Office Building 1100 4<sup>th</sup> St. South or at the Great Falls County Elections Office located at 325 2<sup>nd</sup> Ave. North # 100.

Forms must be filed with the Great Falls County Elections Office at 325 2<sup>nd</sup> Ave. North # 100, prior to 5 p.m. Monday, February 9, 2026.

The following seats are up for election:

- Three seats that represent both elementary and secondary districts on the Board for three years, until May 2029. Anyone interested in these positions must live within the Great Falls Public School District boundary. The positions are currently held by Kim Skornogoski, Bill Bronson and Amie Thompson.

Great Falls Public School trustees are unpaid volunteer positions. Trustees are requested to attend an average of three to four monthly meetings that focus on curricula, policy, budget, administrative issues and other topics.

There are seven trustees on the school board. The seven seats represent both the elementary and high school districts.

For more information, call Luke Diekhans at 406-268-6050.

**GREAT FALLS PUBLIC SCHOOL DISTRICT #1 & A  
ANNUAL SCHOOL ELECTION**

**NOTICE IS HEREBY GIVEN** that the Annual School Election for Great Falls School District #1, and High School District A, Cascade County, Montana will be held on Tuesday, May 5, 2026. Electors will consider the following issues at the election: three (3) trustee positions for the term of three (3) years and a possible Elementary and or High School General Fund Levy for the operation and maintenance of the educational programs for the school year 2026-2027. The Board of Trustees must approve the exact levy amounts for the annual election at a meeting before March 26, 2026.

This election will be conducted solely by mail ballot. Ballots will be mailed to all eligible registered voters in the District between April 15, 2026 and April 20, 2026, Ballots must be returned by each voter; by mail to the Cascade County Election Administrator’s Office, P.O. Box 2305, Great Falls, Montana 59403-2305; or in person to the Cascade County Election Administrator’s Office, 325 2<sup>nd</sup> Ave North, Great Falls, Montana, during regular business hours (8:00 a.m. – 5:00 p.m. weekdays), April 15, 2026 through May 5, 2026.

On Election Day, May 5, 2026, voted ballots can be deposited at the following sites: Cascade County Election Administrator’s Office, 325 2<sup>nd</sup> Ave North, Great Falls, Montana; and Exhibition Hall at the Montana Expo Park, 400 3<sup>rd</sup> St. NW, Great Falls, Montana. All deposit sites will be open from 7:00 a.m. to 8:00 p.m., and all ballots must be delivered to one of these locations by 8:00 P.M. to be counted. All ballots will be tallied at the Exhibition Hall at the Montana Expo Park, 400 3<sup>rd</sup> St NW, Great Falls, Montana, after 8:00 p.m. on May 5, 2026.

A qualified voter who will be absent from this area during the time the election is being conducted may:

- (a) vote in person in the Cascade County Election Administrator’s Office as soon as the ballots are available and until noon the day before the ballots are scheduled to be mailed; or
- (b) make a written request, signed by the applicant, and addressed to the election administrator that the ballot be mailed to an address other than that which appears on the registration card. Written requests will be accepted until noon the day before the ballots are scheduled to be mailed.

If a voter misses the regular registration deadline of April 6, 2026, the voter may complete late registration beginning April 7, 2026 through noon on May 4, 2026 (the day before the election) by appearing in person at the Cascade County Elections Office. On election day, the voter will be able to change addresses within the boundaries of the district and an inactive voter can reactivate to become an active voter and receive a ballot. Newly registered voters will be eligible to vote in said election.

Dated and posted  
This 26<sup>th</sup> day of March 2026

Terry Thompson, Cascade County  
Cascade County Election Administrator

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**Publish on Sunday, March 29, April 5,  
and April 12**

Fax proof by 5:00 p.m. Monday, March 23, 2026  
406-454-6725

Submit bill to:  
Cascade County Elections Department  
PO Box 2305  
Great Falls, MT 59403-2305

**TRUSTEE RESOLUTION CALLING FOR AN ELECTION**  
(Regular School Election)

**BE IT RESOLVED**, the Board of Trustees for School District No. 1 & A, Cascade County, State of Montana, will hold the Annual Regular School Election on Tuesday, the 5th day of May, 2026, which date is not less than one hundred forty-five (145) days after the passage of this resolution.

The election will be conducted by: Mail Ballot (the polls will be open from 7:00 am until 8:00 p.m.)

The purpose of the election is to elect three (3) trustees for a three-year term. Approval of an additional levy to operate and maintain the General Fund for FY 2027 may also be requested. If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Luke Diekhans, election administrator, to cancel that portion of the election in accordance with **13-1-304, MCA** and **20-3-313, MCA**.

The following polling locations will be used on Election Day to drop off ballots and the electors of this district who are qualified to vote at such election are hereby appointed to act as judges on the Election Day at each voting place as follows:

**Voting Location and Address:** Elections Office, Courthouse Annex, 325 2<sup>nd</sup> Ave N, Monday through Friday 8:00 am – 5:00 pm before Election Day and 7:00 am – 8:00 pm on Election Day; Exhibition Hall, Montana Expo Park 400 3<sup>rd</sup> St NW, 7:00 am-8:00 pm on Election Day.

Election Judge	Address	Phone
Debra Chibroski	3203 3A St NE, Great Falls, MT 59404	406-750-8080
Bernard Christiaens	600 36th Street S, Great Falls 59405	406-231-6640
Carl Donovan	1509 13th Ave S, Great Falls, MT 59405	406-750-2195
Carol Halvorson	191 Wilson Dr, Great Falls 59404	406-788-0591
Ron Halvorson	191 Wilson Dr, Great Falls 59404	406-788-0591
Terry Miller	1917 Colorado Ave, Black Eagle 59414	406-231-3376
Daniel Nelson	417 21st Ave S, Great Falls 59405	406-868-0559
Sonja Nelson	2010 5th Ave SW, Great Falls	503-360-8290
Raymond Quigley	1540 Meadowlark Dr, Apt 44, Great Falls 59404	406-750-7276
Terri Rowley	26 Hawk Dr, Great Falls 59404	406-799-3219
Robert D Smith	2501 Larkspur Ln, Great Falls 59404	406-788-4069
Judith Spilde	1908 5th St NW, Great Falls 59404	406-761-5009
Ron Staley	801 3rd Ave SW, Great Falls 59404	406-799-7997
Bill Tacke	1024 3rd Ave N, Great Falls 59401	406-453-2627
Sylvia Tuss	1928 Colorado Ave N, Black Eagle 59414	406-452-3194
Richard Wolke	610 Copper CT, Great Falls 59405	406-552-3183
Dean Zook	2718 Carmel Dr, Great Falls 59404	406-453-6393

**BE IT FURTHER RESOLVED**, that the clerk of this school district and/or Cascade County Elections Office 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 Cascade County Elections Office 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.

No further proceedings were conducted relating to the election.

Gordon Johnson  
Print Name of Board Chair

\_\_\_\_\_  
Signature of Board Chair

Luke Diekhans  
Print Name of District Clerk

\_\_\_\_\_  
Signature of District Clerk

DATED this 25<sup>th</sup> day of November, 2025.

 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Action

**AGENDA ITEM NUMBER:** VII. D.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

Conduct the 2026 School Election by Mail Ballot

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

A request must be sent from Trustees to the election administrator, the Election Department of Cascade County, requesting the school election be held by a mail ballot.

### DISCUSSION

Under [MCA 13-19-202, Initiation by Governing Body](#), the School Board Trustees must request to conduct an election by mail ballot at least 145 days before an election. The school election will be held on Tuesday, May 5, 2026.

### FISCAL IMPLICATIONS

The approximate cost to run a school election is \$65,000.00.

### RECOMMENDATION

The District Board is requested to approve the request to the Election Department of Cascade County that the 2026 school election be conducted by mail ballot.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans at (406) 268-6050.

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 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skomogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Action

**AGENDA ITEM NUMBER:** VII. E.

**CABINET MEMBER:** Heather Hoyer

### TOPIC

Resolution to Act on Behalf of Great Falls Public Schools in the Matter of Trust II Dawn Marie Scheaffer

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

Trust II Dawn Marie Scheaffer is a trust that has been in place since the 1990s. As part of the original legal agreement, the funds remaining in the trust after her death will be transferred to the Great Falls School District 1 & A.

### DISCUSSION

Trust II Dawn Marie Scheaffer has been managed by Wells Fargo Wealth management. As part of the transfer of funds to the District, there must be an individual identified to act on behalf of the District. As the Executive Director of Business Operations, Luke Diekhans would be the individual to work on the transfer funds.

### FISCAL IMPLICATIONS

None

### RECOMMENDATION

The District Board is requested to appoint Luke Diekhans, Executive Director of Business Operations for Great Falls Public Schools, to act on the District's behalf in the matter of Trust II Dawn Marie Scheaffer.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001, or Director of Business Operations Luke Diekhans at 406 268-6050.

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**GREAT FALLS PUBLIC SCHOOLS**

 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skomogosi	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

**MEETING DATE:** November 24, 2025

**CATEGORY:** Action

**AGENDA ITEM NUMBER:** VII. F.

**CABINET MEMBER:** Luke Diekhans

**TOPIC**

Beverage Agreement for Great Falls Public Schools

**STRATEGIC PLAN**

Stewardship and Accountability of public resources to best support educational opportunity and student success.

**BACKGROUND**

On June 30, 2025, the current five-year District contract with Pepsi and Coke expired.

**DISCUSSION**

The District negotiated with both Admiral Beverage-Pepsi and Coca-Cola Bottling Company High Country-Coke for the opportunity for an exclusive beverage contract of varying lengths. As a proposed contract with Coke was not approved by the Board earlier this fiscal year, the District reopened bidding for both companies looking at exclusive contracts for longer periods of time. The District set the parameters required to obtain the contract. The following were the parameters that were sent out on September 11, 2025 both companies to address:

- **Minimum 10-Year Commitment**  
Proposals with a longer-term commitment are encouraged and should demonstrate increased benefits or contributions to the District.
- **Upfront Cash Commitment**  
Clearly outline any upfront cash offered, including documentation and a proposed payment schedule.
- **Flat Minimum Commission**  
A consistent minimum commission rate across all products for the duration of the contract.
- **Capital Projects & Student Support Participation**  
Include a plan for how your company intends to support the District's capital projects and student initiatives throughout the contract term.
- **Advertising & Sponsorship Packages**  
Provide details on sideline, bench, and other advertising opportunities at both high schools.
- **Service Agreement**  
Include a service agreement outlining expectations, with a plan for implementation and ongoing support. Performance will be reviewed annually by the District.

Both companies presented their proposals to the District on Friday September 19, 2025.

The beverages are required to meet or exceed all dietary regulations required by the Healthy Hungry Free School Kids Act of 2010.

The attached contract with Admiral Beverage will replace the previous existing five-year agreements.

**FISCAL IMPLICATIONS**

The District will receive an initial lump sum payment of \$220,000. In addition, the District will receive the following:

<b>Additional Revenue</b>	<b>Amount/Year</b>	<b>Life of the Contract</b>
Annual Exclusivity/Rebate	\$2/Case	\$ 90,000.00
Scholarships	3-\$1500	\$ 67,500.00
Vending Commissions	20%	\$ 367,500.00
Sideline Kits	\$3,000/Year	\$ 17,000.00
Printshop	\$5,000/Year	\$ 75,000.00

These funds will be deposited in the Revenue Enhancement Fund.

**RECOMMENDATIONS**

The District Board is requested to approve the fifteen-year negotiated contract with Admiral Beverage as presented.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Director of Business Operations Luke Diekhans at (406) 268-6050.

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## BEVERAGE SALES AGREEMENT

### Great Falls Public Schools

#### BEVERAGE SALES AGREEMENT

This sets forth the agreement (“*Agreement*”) between Admiral Beverage Corporation, a Wyoming corporation, and its affiliates and/or respective subsidiaries with an office located at 821 Pulliam Avenue, Worland, Wyoming 82401 (“*Admiral*”) and **Great Falls Public Schools** a **Montana** corporation, with its principal place of business at **1100 4th St. S, Great Falls, MT 59405** (the “*Customer*”) relating to the purchase by the Customer from of the Products. Customer will cause each of its locations to participate in the exclusive beverage requirements for all school sponsored functions set forth under this Agreement.

#### Definitions

As used in this Agreement, the following capitalized terms shall have the respective meanings assigned below.

“*Beverage*” or “*Beverages*” means all carbonated and non-carbonated, non-alcoholic drinks, however dispensed, including but not limited to, (i) colas and other flavored carbonated drinks; (ii) fruit juice, fruit juice containing fruit and fruit flavored drinks; (iii) chilled coffee drinks; (iv) chilled tea products; (v) hypertonic, isotonic and hypotonic drinks (sports drinks and fluid replacements); (vi) energy drinks, (vii) packaged carbonated or still water (including spring, mineral or purified), (viii) liquid concentrate teas (“*LCT*”), (ix) frozen carbonated and non-carbonated beverages (“*FB*”), and (x) any future categories of nonalcoholic beverage products that may be distributed by Admiral.

“*Gallons*” shall mean the number of gallons of the Postmix Products purchased by the Customer from Admiral.

“*Outlets*” shall mean the Customer facilities identified on Exhibit A, including any restaurant, outlet or other facility in the Customer’s system that may be opened or acquired and operated by the Customer during the Term. In the event that Customer acquires, owns or operates facilities under a different concept and/or trademark during the Term, Customer will purchase Products pursuant to the terms of this Agreement for service in such facilities, which will be considered Outlets under this Agreement.

“*Packaged Products*” shall mean Beverages that are distributed in pre-packaged form (*e.g.*, bottles and cans). A current list of Admiral’s Packaged Products is listed in attached Exhibit B which may be amended by Admiral from time to time.

“*Postmix Products*” shall mean Beverages used to create and dispense fountain beverages and/or frozen carbonated and non-carbonated beverages. A current list of Admiral’s Postmix Products is listed in attached Exhibit B which may be amended by Admiral from time to time.

“*Products*” shall mean Postmix Products, Packaged Products and LCT manufactured, bottled, sold and/ or distributed by Admiral.

“*Year*” shall mean each 12-month period during the Term commencing on the first day of the Term or an anniversary thereof.



## BEVERAGE SALES AGREEMENT

Great Falls Public Schools

### 1. Term

Subject to the Performance Evaluation and Early Termination Option in this agreement, the terms of this agreement shall commence on **August 1, 2025** and expire upon the later of **July 31, 2040**, Except for applicable Support Funds, Admiral shall not provide any other consideration to Customer. When fully executed, this Agreement will constitute a binding obligation of both parties until expiration or termination.

### 2. Scope.

(A) **Exclusive Pouring Rights.** During the Term of this Agreement Admiral shall have the exclusive right to make all Beverages (including Fountain Products and Packaged Products) available for sale and distribution within the Customer's facilities owned by the District, including at all locations within the District where Beverages are sold and catering operations for Customer during all school sponsored functions.

(B) **Ancillary Products.** During the Term, Customer will cause the concession purchasing representative for each of the Outlets to purchase at cost all its respective requirements for carbon dioxide and branded disposable cups ("*Ancillary Products*") exclusively from Admiral.

NOTE: Pepsi would like to have the yearly opportunity to provide RJ Schinner Products if pricing is equal to or less than competition.

### 3. Performance

This Agreement, including all of Admiral's support to the Customer as described below, is contingent upon the Customer complying with all of the following performance criteria:

(A) **Exclusivity.** Customer, to the extent it has the means and ability to control, will cause the Products to be the exclusive Beverage of their respective types sold, dispensed, or otherwise made available, or in any way advertised, displayed, represented, or promoted at or in connection with the Outlets and by any method or through any medium whatsoever (including without limitation print, broadcast, direct mail, coupons, handbills, displays and signage), whether public or private. In no event shall there be served, dispensed, or otherwise made available, or in any way advertised, displayed, represented, or promoted, beverage products licensed by, or produced by bottlers licensed by, The Coca-Cola Company or any affiliate thereof, or any other supplier of competitive nonalcoholic Beverages, except in high school coffee shops for Red Bull drinks.

(B) **Product Mix.** The Customer represents that it shall purchase and shall cause its Outlets and its franchisees' outlets to purchase Products exclusively from Admiral and that it shall use reasonable efforts to maintain a mix of both Postmix Products and Packaged Products at each of the Outlets throughout the Term.

(C) **Fountain Products.** If applicable, Customer shall only use the Postmix Products for use in preparing the fountain beverage products (the "*Fountain Products*"): (i) in accordance with the standards established by Admiral; and (ii) only for immediate or imminent consumption and shall not resell the Postmix Products either to nonaffiliated outlets or to consumers in any form other than the Fountain Products.



## BEVERAGE SALES AGREEMENT

### Great Falls Public Schools

- (D) **Brand ID.** If applicable, the Customer shall have appropriate brand identification, as identified by Admiral, for each Product served on all menus (including catering), menu boards and postmix dispensing valves at each of the Outlets throughout the Term. In addition, the Pepsi logo will be included on all banners and signage permanently placed within the facility at an agreed upon location, including gyms and Memorial Stadium scoreboard (includes Pepsi Logo).
- (E) **Changes in Outlet(s).** The Customer agrees that it shall promptly notify Admiral, in writing, of each new Outlet which is opened or acquired during the Term, as well as of any Outlet which is closed, sold or otherwise disposed of during the Term.

#### 4. Consideration

In consideration of the exclusive rights granted to Admiral by Customer over the Term of this Agreement, and provided Customer is not in breach of this Agreement, Admiral shall provide Customer with the following:

- (A) **Support Funds.** Admiral shall provide Customer with initial support funds in the amount of (\$ **220,000.00** ) **Two Hundred Twenty Thousand & no/100** Dollars, for **One Time, Upfront signing bonus** payable to the Customer within sixty (60) days of the signing of this Agreement by both parties (the "**Support Funds**"). The Initial Support Funds are earned by the Customer over the Term. In the event Admiral terminates this Agreement due to the Customer's failure to cure a breach hereof, the unearned Support Funds will be repaid to Admiral pursuant to the terms of Section 7(B)(i) herein.
- (B) **Gallon/Case Rebates** Each Year throughout the Term on an annual basis, the Pepsi-Cola Bottler shall calculate the total number of Gallons of Postmix Products purchased by Customer, in aggregate, from Pepsi-Cola Bottler pursuant to this Agreement, and shall provide the Customer with Gallon rebates. Gallon Rebates shall be paid by Pepsi-Cola Bottler within sixty (60) days of the end of each semi-annual period of each Year during the Term. The parties agree that Pepsi-Cola Bottler shall not accrue or pay any Gallon Rebates for sales to Outlets that are in breach of the Performance Requirements listed in Section 7. Gallon Rebates shall be paid at a rate of (\$ --- ) per Gallon purchased. Bottle & Can rebates shall be paid at the rate of (\$ **2.00** ) per Case purchased.
- (C) **Free Equipment Loan and Service.** As further outlined in Section 5 below, Admiral shall provide at no cost to Customer or the Outlets necessary dispensing/selling Equipment for Beverages at the Outlets. Such Equipment shall be in sufficient quantities (in light of sales volume) as determined by Admiral to satisfy the Outlet's reasonable needs.

#### 5. Equipment

Admiral will loan each Outlet, at no charge, appropriate equipment for dispensing the Products during the Term ("**Equipment**"). Customer agrees that the Equipment shall be exclusively used to display and merchandise the Products, and the Customer shall not use the Equipment to display, stock, advertise, sell, or maintain any other products (including on the exterior of the Equipment). Admiral will also provide, at no charge to the Customer, service to the Equipment. Title to such Equipment will remain vested in Admiral or its affiliate and all such Equipment will be returned to Admiral upon expiration or earlier termination of this Agreement. Each Year during the Term or at Admiral's request, Customer shall provide Admiral with a written Equipment verification list indicating the asset number, Equipment type and location of the Equipment loaned to the Customer pursuant to this Agreement.

Admiral will provide, at no charge to the Customer, preventative maintenance, and service to the Equipment. Admiral will also provide Customer with a telephone number to request emergency repairs and receive technical assistance related to the Equipment after business hours. Admiral will promptly respond to each applicable Customer request and will use reasonable efforts to remedy the related Equipment problem as soon as possible.



## BEVERAGE SALES AGREEMENT

Great Falls Public Schools

### 5. Equipment - continued

Admiral will upgrade all equipment upon contract signing and will replace or upgrade equipment as necessary on a case-by-case basis throughout the term of the agreement.

### 6. Pricing

Admiral will provide Customer/Outlets with a complete supply of Products during the Term of this Agreement and shall deliver such Products in a timely manner (based on mutually agreed upon delivery schedules). The Postmix Products shall be purchased by Customer from Admiral at Admiral's then current prices in effect from time to time. The Packaged Products shall be purchased by the Customer from Admiral at prices established by Admiral. The current pricing schedule for Products is set forth on attached Exhibit B. Admiral shall provide thirty (30) days' notice of any price increases during the Term.

### 7. General Terms

- (A) **Termination.** Either party may terminate this Agreement if the other commits a material breach of this Agreement; provided, however, that the terminating party has given the other party written notice of the breach and the other party has failed to remedy or cure the breach within thirty (30) days of such notice.
- (B) **Remedies.** If Admiral terminates this Agreement as a result of Customer's failure to cure a breach, or if Customer terminates this Agreement other than due to Admiral's failure to cure a breach hereof, then Customer and its Outlets will surrender to Admiral all Equipment provided by Admiral and shall forfeit all funding not paid as of the date of termination. In addition, without prejudice to any other right or remedy available to Admiral, Admiral shall have the right to immediately seek reimbursement from Customer and the Outlets for the following:
- (i) An amount reflecting reimbursement for all funding previously advanced by Admiral but not earned by the Customer pursuant to the terms of this Agreement. With regard to the Support Funds, the amount of such reimbursement shall be determined by multiplying the Support Funds by a fraction, the numerator of which is the number of months remaining in the Term at the time such termination occurs and the denominator of which is the total number of months in the Term;
  - (ii) An amount reflecting reimbursement for the cost of installation, service and refurbishing of Equipment provided during the Term and the cost of removal of all Equipment that has been installed in the Outlets, if applicable; and
- (C) **Expiration.** Upon expiration of this Agreement, if Customer has not entered into a further agreement with Admiral for the purchase of the Products, Customer shall surrender to Admiral all Equipment installed in the Outlets, whether leased, loaned or otherwise made available by Admiral.
- (D) **Non-Disclosure.** Except as may otherwise be required by law or legal process, neither party shall disclose to unrelated third parties the terms and conditions of this Agreement without the consent of the other.
- (E) **Indemnification.** Admiral will indemnify and hold the Customer harmless from any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses, and penalties (including reasonable attorneys' fees) arising out of: (i) its breach of any term or condition of this Agreement; (ii) suits resulting from Admiral's performance under this contract, including the delivery, supply, use or consumption of the Products or dispensing/selling Equipment for Beverages; and/or (iii) the negligence or willful misconduct of Admiral. The Customer will indemnify and hold Admiral, its subsidiaries, affiliates or assigns harmless from and against any and all suits, actions, claims, demands, losses, costs,



## BEVERAGE SALES AGREEMENT

### Great Falls Public Schools

damages, liabilities, fines, expenses, and penalties (including reasonable attorneys' fees) arising out of: (i) its breach of any term or condition of this Agreement; and/or (ii) the negligence or willful misconduct of the Customer.

- (F) **Assignment.** In the event that a third party acquires Customer or all or a group of the Outlets, or if Customer is acquired or merges with a third party, Customer will, in connection with such transaction, cause the acquiring party/merged entity, in writing, to ratify this Agreement and assume all of the obligations of Customer hereunder. In the event that Customer does not deliver written evidence of such ratification and assumption of this Agreement by the acquiring party/merged entity within ten days following the closing of the transaction, the Customer will be in breach of this Agreement and Admiral may, at its option, terminate this Agreement effective immediately and Customer will pay to Admiral all sums specified in Section 7(B) herein. The Agreement shall not be otherwise assignable without the express written consent of Admiral.
- (G) **Governing Law.** This Agreement shall be governed by the laws of the State of Montana without regard to conflict of laws principles. In the event of any legal proceeding involving this Agreement, the parties agree that jurisdiction and venue shall be in Great Falls, Cascade County, Montana.
- (H) **Price Discrepancy.** Any price discrepancy claim must be submitted to Admiral within 365 days of the date of the invoice in question. This request should be addressed to:

Accounts Receivable  
Admiral Beverage Corporation  
821 Pulliam Avenue  
Worland, Wyoming 82401

- (I) **Force Majeure.** Admiral will not be responsible for any delay or lack of delivery resulting directly or indirectly from any foreign or domestic embargo, product detention, seizure, act of God, insurrection, war and/or continuance of war, the passage or enactment of any law ordinance, regulation, ruling, or order interfering directly or indirectly with or rendering more burdensome the purchase, production, delivery or payment hereunder, including the lack of the usual means of transportation due to fire, flood, explosion, riot, strike or other acts of nature or man that are beyond the control of
- (J) **Force Majeure - continued** Admiral. Subject to the provisions below, this Agreement will be suspended as to both Product and Seller and Buyer shall not be liable for delays or failure to perform directly or indirectly resulting from force majeure or events and causes beyond Seller's reasonable control, including but not limited to accidents, acts of God, acts and omissions of any governmental authority, declared or undeclared wars, terrorism, explosions, strikes or other labor disputes, fires and natural calamities (including floods, earthquakes, storms, epidemics and pandemics), changes in the law, and delays in obtaining (or the inability to obtain) labor, fuel, supplies, power, materials or services through usual sources at, reasonable prices or in sufficient amounts. If Seller declares a force majeure event, Seller may allocate its supply of Products among its customers, including those not under contract, in any reasonable manner without liability, but the Agreement shall remain otherwise unaffected. Seller shall have no obligation to purchase supplies of the Product to enable it to perform this Agreement. If the force majeure event last for more than three (3) months, Seller may terminate this Agreement by providing the Buyer with at least thirty (30) days prior written notice. delivery during any of the above force majeure contingencies. Any and all suspended deliveries will resume after such contingencies cease to exist, if possible, and this Agreement will resume in accordance with its terms, unless otherwise provided for herein.
- (a) **Force Majeure and Public Health Clause.** In the event that new public health regulations, government-mandated restrictions, or other unforeseen circumstances beyond the reasonable



## BEVERAGE SALES AGREEMENT

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control of either Party (including but not limited to pandemics, epidemics, or changes in food and beverage safety standards) materially impact the volume of beverages supplied or purchased under this Agreement or result in significant profit loss, the Parties shall:

- (i) Notify each other in writing within 60 days of becoming aware of such circumstances.
  - (ii) Engage in good-faith negotiations to adjust pricing, volume commitments, rebates, or other terms to mitigate the impact, with such adjustments to be documented in a written amendment to this Agreement.
  - (iii) If mutual agreement cannot be reached within 120 days of notification, either Party may suspend performance or terminate the Agreement without penalty, provided written notice is given 60 days in advance.
- (b) **Volume Adjustment Clause.** If external factors, including but not limited to changes in consumer demand, economic conditions, or regulatory changes, result in a sustained reduction of beverage volume purchased by Buyer exceeding 40% compared to the average monthly volume over the preceding 12 months, the Parties agree to:
- (i) Review and adjust rebates, funding, or pricing terms to reflect current market conditions.
  - (ii) Document any agreed-upon adjustments in a written amendment to this Agreement.
  - (iii) If no agreement is reached within 60 days, either Party may terminate the Agreement with 30 days' written notice, without liability for unmet volume commitments.
- (c) **Price Adjustment for Regulatory Compliance.** In the event that new health, safety, or environmental regulations increase Supplier's cost of production or delivery by more than 10% (as documented by Supplier), Supplier may request a price adjustment by providing Buyer with written notice and supporting documentation. The Parties shall negotiate in good faith to agree on a revised pricing structure within 30 days. If no agreement is reached, Supplier may terminate the Agreement with 30 days' written notice.



Great Falls Public Schools

- (d) **Review and Renegotiation.** The Parties agree to an annual business review, or as mutually agreed, to review the terms of this Agreement in light of changing market conditions, regulatory environments, or public health developments. Any mutually agreed-upon changes shall be documented in a written amendment.
- (K) **Release, Discharge or Waiver.** No release, discharge or waiver of any provision hereof shall be enforceable against or binding upon either party hereto unless in writing and executed by both parties hereto. Neither the failure to insist upon strict performance of any of the agreements, terms, covenants or conditions hereof, nor the acceptance of monies due hereunder with knowledge of a breach of this Agreement, shall be deemed a waiver of any rights or remedies that either party hereto may have or a waiver of any subsequent breach or default in any of such agreements, terms, covenants or conditions.
- (L) **Notices.** All notices, requests, demands, consents, and other communications shall be transmitted in writing and shall be deemed to have been duly given when hand delivered, upon delivery when sent by express mail, courier, overnight mail or other recognized overnight or next day delivery service, or three (3) days following the date mailed when sent by registered or certified United States mail, postage prepaid, return receipt requested, as follows:

If to Admiral:

Admiral Beverage Corporation  
1212 15th St. North  
Great Falls, MT 59401  
 Attn: Zach Mendenhall

If to Customer:  
Great Falls Public Schools  
1100 4<sup>th</sup> Street South  
Great Falls, MT 59405  
 Attn: Luke Diekhans

With a copy to:

Admiral Beverage Corporation 821 Pulliam Avenue  
 Worland, WY 82401  
 Attn: Legal Department

- (M) **Limitations/Offset Rights.** Admiral reserves the right to limit quantities, withhold or deduct funding as an offset to amounts not paid by Customer or terminate this Agreement if the Customer (i) sells Products directly or indirectly for resale outside of the Admiral’s exclusive territory where the Outlet operates, (ii) purchases Products outside Admiral’s exclusive territory where the Outlet operates and resells such Products within Admiral’s exclusive territory or (iii) does not comply with Admiral’s payment terms or makes an unauthorized deduction from amounts due.
- (N) **Entire Agreement.** This Agreement contains the entire agreement between the parties hereto regarding the subject matter hereof and supersedes all other agreements between the parties. This Agreement may be amended or modified only by a writing signed by each of the parties.
- (O) **Customer Representations.** Customer represents and warrants to Admiral that the execution, delivery, and performance of this Agreement by Customer will not violate any agreements with, or rights of, third parties. The Customer and undersigned represent that the undersigned is duly authorized and empowered to bind the Customer to the terms and conditions of this Agreement for the duration of the Term.



## Great Falls Public Schools

- (P) **Assurance of Background Check** Admiral will assure all employees having access to a District facility will have undergone and state and federal fingerprint background check and that no individual in a District facility will be found on a violent or sexual offender list.
- (Q) **Performance Evaluation and District Early Termination Option** The parties agree that at the conclusion of the first contract year and every year thereafter, Great Falls Public Schools shall conduct a comprehensive evaluation of the Provider's performance under this Agreement. This evaluation will consider, but not be limited to, product availability, service quality, responsiveness, pricing compliance, accounting and overall satisfaction with the Provider's performance.

If, in the sole discretion of Great Falls Public Schools, the results of this evaluation are unsatisfactory, the District reserves the right to terminate this Agreement without penalty by providing written notice to the Provider at least thirty (30) days prior to the effective date of termination. In such event, neither party shall have any further obligations under this Agreement beyond the termination date, except for any payment obligations for products or services delivered and accepted prior to termination.

- (R) **Compliance with Federal Smart Snacks in Schools Standards** The Supplier agrees that all beverages made available for sale to students during the school day on school premises shall fully comply with the nutrition standards established by the United States Department of Agriculture (USDA) under the Healthy, Hunger-Free Kids Act of 2010 and its implementing regulations codified at 7 CFR Parts 210 and 220, known as the Smart Snacks in School Rule.

The Supplier shall provide to the District a detailed list of all beverage products proposed for sale under this Agreement and shall clearly identify which products meet the USDA Smart Snacks standards for each school grade level (Elementary, Middle, and High School). This list shall be attached to this Agreement as Appendix B.

The Supplier shall update Appendix B on at least an annual basis, or whenever product offerings change. All new products proposed for sale during the school day must receive written approval from the District's designated representative prior to distribution and sale on school premises.

The District reserves the right to review, approve, and require the removal of any product it determines does not comply with applicable federal or state nutrition standards. Any product found to be noncompliant must be immediately removed by the Supplier upon notification from the District.

The Supplier shall indemnify, defend, and hold harmless the District, its officers, agents, and employees from and against any and all claims, damages, fines, penalties, or liabilities arising from the sale or attempted sale of noncompliant beverages in violation of this Section and applicable federal regulations.



Great Falls Public Schools

**IN WITNESS WHEREOF**, the undersigned have caused this Agreement to be duly executed as of the date set forth below.

Admiral Beverage Corporation

Great Falls Public Schools

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email

\_\_\_\_\_  
Phone



**BEVERAGE SALES AGREEMENT**

**Great Falls Public Schools**

**Exhibit A**

Outlets or Other Information:

- \* **Pepsi will be sole provider of snack vending machines in agreed upon locations.**
- \* **Pepsi is given the right to compare and bid on all paper and cleaning supplies. If prices are comparable, Pepsi will take over as sole provider of supplies.**
- \* **All beverages for concessions, school functions, hospitality rooms will be solely purchased from Pepsi, for all District Sponsored Events.**
- \* **For any outside events held at any GFPS locations, organizations will be recommended by the District to purchase beverages from Pepsi, but the final decision is made by the outside organization**

<b>Early Learning Family Center</b>	<b>Sunnyside Elementary</b>
<b>Chief Joseph Elementary School</b>	<b>Valley View Elementary</b>
<b>Giant Springs Elementary School</b>	<b>West Elementary School</b>
<b>Lewis &amp; Clark Elementary School</b>	<b>Whittier Elementary School</b>
<b>Lincoln Elementary School</b>	<b>East Middle School</b>
<b>Longfellow Elementary School</b>	<b>North Middle School</b>
<b>Loy Elementary School</b>	<b>C.M. Russell High School</b>
<b>Meadow Lark Elementary School</b>	<b>Gret Falls High School</b>
<b>The Core School at Morningside</b>	<b>Paris Gibson Education Center</b>
<b>Mountain View Elementary School</b>	<b>Career and College Readiness Center</b>
<b>Riverview Elementary School</b>	<b>Administration Building</b>
<b>Sacajawea Elementary School</b>	

**Customer Contacts**

<b>Office-- A/Rs-- Service Calls, Tell Sales</b>	<b>Jackie Greenwood (406) 727-8112 jacqueline.greenwood@admiralbeverage.com</b>
<b>Service Manager</b>	<b>Dale Hicks (406) 205-2988 dhicks@admiralbeverage.com</b>
<b>Area Manager</b>	<b>Ward Eckenstein (406) 231-1648 weckenstein@admiralbeverage.com</b>
<b>Sales Manager</b>	<b>Shawn Hill (406) 205-1743 shill@admiralbeverage.com</b>
<b>General Manager</b>	<b>Zach Mendenhall (406) 205-1518 zmendenhall@admiralbeverage.com</b>



**BEVERAGE SALES AGREEMENT**

**Great Falls Public Schools**

**EXHIBIT B**

**Smart Snacks in School Compliant Beverage Product List**

Beginning February 1, 2024 and Ending December 31, 2024 - *or until further notice*

*\*\*\*Admiral Beverage Corp reserves the right to change prices and promotional offerings at any time*

<b>Chips</b>	<b>Snacks</b>
Dorritos Golden Sriracha 1oz	Planters Peanuts 2oz
Dorritos White Nacho 1oz	Black Forest Fruit Snacks 2.25oz
Kettle Cooked Original 1.38oz	Blue Diamond Almonds Salted
Kettle Cooked Jalapeño & Cheddar 1.38oz	Welch’s Fruit Snack Mixed Fruit 1.55oz
Baked Ruffles Cheddar & Sour Cream .88oz	Welch’s Fruit Snack Berry Cherry 1.55oz
Baked Ruffles Cheeto .88oz	Five Peppermint Cobalt Gum 15pk
Baked Flamin’ Hot Cheeto .88oz	Jack Links Teriyaki Jerky 1oz
Veggie Straw Ranch .75oz	<b>Seeds</b>
Smart Food Popcorn 1oz	Wonderful Pistachio Roasted No Shell .75oz
Sunchips Harvest Cheddar 1oz	<b>Bakery</b>
Sunchips Garden Salsa 1oz	Pop Tart Strawberry Whole Grain 1.76oz
Sunchips Honey BBQ 1oz	Pop Tart Blueberry Whole Grain 1.76oz
<b>Bars</b>	Pop Tart Fudge Whole Grain 1.76oz
Cliff Crunchy Peanut Butter 2.4oz	Pop Tart Cinnamon Whole Grain 1.76oz
Kind Bar Dark Chocolate 1.4oz	
Natures Fig Raspberry 2oz	
Luna Lemon Zest 1.69oz	
Cooper Street Blueberry Pom 1oz	
Cliff Bar Chocolate Brownie 2.4oz	
Cliff Builders Peanut Butter 2.4oz	



## BEVERAGE SALES AGREEMENT

### Great Falls Public Schools

#### Smart Snacks in School Compliant Beverage Product List continued...

16OZ CAN 12L	20OZ 3/8P PL
Mountain Dew Kickstart Black Cherry	Gatorade Zero Apple
Mountain Dew Kickstart Orange Citrus	Gatorade Cool Blue Raspberry
Mountain Dew Kickstart Pineapple Orange Mango	Gatorade Zero Cool Blue Raspberry
Rockstar Energy	Gatorade Zero Fruit Punch
Rockstar Pure Zero Fruit Punch	Gatorade Zero Glacier Cherry
Rockstar Pure Zero Orange	Gatorade Zero Glacier Freeze
Rockstar Pure Zero Silver Ice	Gatorade Zero Grape
Rockstar Pure Zero Tangerine Mango Guava Strawberry	Gatorade Zero Orange
Rockstar Recovery Berryade	<b>20OZ N/R 12L</b>
Rockstar Recovery Lemonade	Gatorlyte Zero Lemon Lime
Rockstar Recovery Orangeade	Gatorlyte Zero Strawberry Kiwi
Rockstar Recovery Raspberry Lemonade	<b>16.9OZ N/R 12P</b>
Rockstar Recovery Strawberry Lemonade	Propel Black Cherry
<b>20OZ N/R 24L</b>	Propel Grape
7UP	<b>12OZ CAN 12L</b>
7UP Zero	Poppi Alpine Blast
Aquafina	Poppi Cherry Limeade
Aquavista Flat Cap	Poppi Cherry Cola
Gatorade Fruit Punch	Poppi Classic Cola
Montana Treasure Water	Poppi Cream Soda
Mountain Dew	Poppi Doc Pop
Mountain Dew Diet	Poppi Ginger Lemon
Mountain Dew Zero Sugar	Poppi Grape
Pepsi	Poppi Lemon Lime
Pepsi Diet	Poppi Orange
Pepsi Zero	Poppi Orange Cream
Pepsi Zero Cherry	Poppi Raspberry Rose
<b>11OZ CAN 12L</b>	Poppi Root Beet
Spylt Chocolate Milk	Poppi Strawberry Lemonade
Spylt Strawberry Milk	Poppi Wild Berry
Spylt Cookies and Cream	Poppi Watermelon
Spylt Peanut Butter Chocolate	<b>12OZ CAN 12L</b>
Spylt Vanilla Milk Shake	Bubb'l'r Triple Berry Breez'r
	Bubb'l'r Pitaa Berry Nect'r
	Bubb'l'r Twisted Elix'r
	Bubb'l'r Peach Raspberry Dazzle'r



# BEVERAGE SALES AGREEMENT

Great Falls Public Schools

## EXHIBIT C

### A. Contract Term

(A) Beginning: Beginning: August 1, 2025 End: July 31, 2040

### B. Products and Prices \*subject to change based on COGs increase.

(A) BOTTLE & CAN : Price Group: K-12 Schools

*Admiral shall provide thirty (30) days' notice of any price increases during the Term.*

### C. Support Funds

(A) One Time Upfront Signing Bonus: \$ 220,000

(B) Pepsi Pay It Forward Program: \$ 1,575/year ~ \$ 23,625 per contract term

(C) In-Kind Product or Giveaways per Year:

a) Gatorade Sideline Kits: \$ 3,000/year ~ \$ 17,000  
(Jugs, Squeeze Bottles, Carts, Towels)

b) Hospitality Room Product Donations: \$ 1,500/year ~ \$ 22,500 per contract term

### D. Rebates

(A) Exclusivity Rebate: \$ 2.00 per case ~ 3,000 cases annually ~ \$ 90,000 per contract term

### E. Initial NEW or Like New Equipment Upgrades

(A) Total Equipment Investment: \$ 72,000 first year ~ \$ 172,000 per contract term

### F. Scholarship Funding

(A) Annual Scholarships: CMR - \$ 1,500 & GFH - \$ 1,500, PG - \$ 1,500 ~ \$ 67,500 per contract term

### G. Miscellaneous Funding

(A) Vending Commission: 20% \* based on ~ 2,500 cases per year ~ \$ 367,500 per contract term  
(no commission on snacks)

(B) Marketing with Pepsi Print Shop: \$ 5,000 first year ~ \$ 75,000 per contract term  
(Concession signs, team banners, event banners, outdoor window signage, etc.)

*Estimated value of contract term:* \$ 1,055,125

 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skomogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Action

**AGENDA ITEM NUMBER:** VII. G.

**CABINET MEMBER:** Luke Diekhans

### TOPIC

Memorial Stadium Scoreboard Purchase

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

The scoreboard at Memorial Stadium was last refurbished in 2009. For the past seventeen (17) years, the scoreboard has served as a functional component of events held at Memorial Stadium. However, in terms of advances in technology and function, the proposed new scoreboard and video screen offers Great Falls Public Schools (GFPS) opportunities to advance the gameday experience, provide opportunities for students to create content and learn applicable technology skills, open new revenue streams for advertising and creates new opportunities for school events that are not possible with our current technology.

### DISCUSSION

Daktronics is a member of the state cooperative through the state that Districts can utilize for upcoming projects without having to go through the formal bidding process. Being able to work directly with Daktronics ensures the District receives exactly what it needs to make this project successful. In addition, all other major scoreboards in the District are Daktronics. This helps with the training of new individuals as needed. The new scoreboard will be fully interactive to include advertising and video. This system will allow for timed events during track and field competitions as well. The scoreboard package includes curriculum that will allow students to create and deliver digital content that will be used throughout the event/contest. These skills can be used further by students who are interested in continuing this type of work at the collegiate level.

In addition to the new scoreboard at Memorial Stadium, the District will receive two (2) play clocks (one to be mounted at each end of the stadium) and two (2) portable scoreboards that will be utilized at soccer games, baseball, and the "under the lights" softball game. The video board can be used to enhance student activities and fundraisers for the student body. Assemblies, movie nights, etc. could be held in the stadium.

### FISCAL IMPLICATIONS

The total cost for this project will be \$205,591; see the attached contract.

This purchase will be funded through the Revenue Enhancement Fund. Monies from this fund originate from the beverage contract, advertising in our facilities and other areas when applicable. When utilizing the funds in the Revenue Enhancement account, the District does make sure the purchase will have an ongoing impact on all Great Falls Public School students.

## **RECOMMENDATION**

The District Board is requested to approve the purchase of the Daktronics scoreboard package for Memorial Stadium in the amount of \$205,591 as presented.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001, or Director of Business Operations Luke Diekhans at 406 268-6050.

[Return to Agenda](#)

# DAKTRONICS ORDER AGREEMENT # 847122-1-2

Great Falls Public Schools  
 Mike Henneberg  
 1100 4th St S  
 Great Falls, MT USA 59405  
 Phone: (406) 268-6082  
 Fax:  
 Email: mike\_henneberg@gfps.k12.mt.us

3/Nov/2025  
 Valid for: 30 days  
 Terms: 30% with the order, 60% Payment  
 before shipment, 10% Net 30 days from  
 shipment  
 Subject to Credit Review  
 FCA: DESTINATION  
 Delivery: Call for Production Time

**Reference: Great Falls District Stadium**

**Video Display Order Incentive: Order must be placed by 1 December 2025 and delivered between 5 January 2026 – 1 April 2026**

Item No.	Model	Description	Qty	Price
1	LVX-3000-240X432-16MT-FP-25.0, 13.2' x 0.7' Side Borders	<b>Daktronics Live Video Display</b>  Matrix: 240 lines by 432 columns Line Spacing: 16mm LED Color: RGB- - 281 Trillion Colors Cabinet Dimensions: 13' 2" H X 25' 0" W X 0' 11" D (Approx. Dimensions) Max Power: 8565 watts/display Weight: Unpackaged 3575 lbs per display; Packaged 4255 lbs per display	1	\$205,591.00
	Daktronics System Installation Drawings >100	Attachment support system drawings	1	
	Daktronics System Electrical Drawings >100	Power and control system drawings	1	
	Control-1 video input 1080p (Primary Player & Processor Only)	Standard Definition or High Definition (1080p); 1 video input	1	
	Laptop		1	
	All Sport® Pro Kit	Hardware and Software bundle to control Video/Scoring Information with tablet	1	
	Outdoor Scoreboard Radio Communication (Transmitter)	Frequency of 2.4 GHz	1	
	All Sport® Pro Wireless Access Point	TP-Link Wireless Access Point	1	
	W-2121	Fiber Optic Cable; 50 µm Multimode; 4 Fiber with non-terminated ends	1000	
	All Sport® Radio Antenna Extension Kit 25ft	25ft Radio Antenna Extension Kit	1	
	System Startup	Final Commissioning of Equipment	1	
	FB-2036-W-PV-F	PanaView® Football Scoreboard; Scoreboard Color: Black (8800); Caption Color: White (7725-10); Border Stripe Color: White (7725-10)	1	

# DAKTRONICS ORDER AGREEMENT # 847122-1-2

	Cabinet Dimensions:	4' 0" H X 25' 0" W X 0' 8" D (Approx. Dimensions)	
	Digit Type:	PANAVIEW	
	Digit Color:	WHITE	
	Weight:	Packaged 600 lbs per display	
TNMC_8x48_White LED (34mm)	8x48-34mm LED Team Name Message Center; Set of 2; White LED's		1
	Digit Color:	WHITE	
	Weight:	Unpackaged 120 lbs per display; Packaged 250 lbs per display	
White LED Colon Indicator for Outdoor Scoreboard	Electronic Colon Indicator Replaces Vinyl Colon in Clock		1
12VDC Trumpet Horn w/Power Supply	For Outdoor Scoreboards		1
Radio Receiver	Frequency of 2.4 GHz		1
DA-1001-25 with Non-Backlit Lettering and Screen Backing	Arch Truss; Alum, 4ft tall x 25ft long w/ 50% Non- Backlit Lettering/Logo & Screen Backing.		1
	Cabinet Dimensions:	4' 0" H X 25' 0" W X 0' 3" D (Approx. Dimensions)	
	Weight:	Unpackaged 340 lbs per display; Packaged 755 lbs per display	
Outdoor Non-Backlit 3' 0" x 25' 0" Horizontal	Ad Panel, Above or Below Display		1
	Cabinet Dimensions:	3' 0" H X 25' 0" W X 0' 8" D	
	Weight:	Packaged 240 lbs per display	
MS-2113-R-PV-F with Integrated MX-1	Outdoor Portable Scoreboard; Semi-gloss Black Finish only; White captions only		2
	Cabinet Dimensions:	2' 10" H X 4' 4" W X 0' 8" D (Approx. Dimensions)	
	Digit Type:	PANAVIEW	
	Digit Color:	RED	
	Max Power:	100 watts/display	
	Weight:	Unpackaged 150 lbs per display; Packaged 170 lbs per display	
TI-2003-W-PV for Delay of Game	Outdoor PanaView® Delay of Game Timer; Set of 2; Scoreboard Color: Black (8800)		1
	Cabinet Dimensions:	3' 0" H X 4' 0" W X 0' 8" D (Approx. Dimensions)	
	Digit Type:	PANAVIEW	
	Digit Color:	WHITE	
	Max Power:	95 watts/display	
	Weight:	Unpackaged 65 lbs per display; Packaged 120 lbs per display	
Radio Receiver	Frequency of 2.4 GHz		2
I-Beam Mounting Hardware (A)	For 2 I-Beams		1

# DAKTRONICS ORDER AGREEMENT # 847122-1-2

FREIGHT	Shipping to site via Independent Carrier (flatbed trailer). Crane or telehandler required for unloading. Customer is responsible for receiving & unloading truck upon delivery.	1
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**Services**

2	<b>G5C5-W</b>	<b>Five (5) Year Parts Only - Includes Customer Care Level 3</b>	1
3	<b>G1C1-W</b>	<b>One (1) year parts only - Includes Customer Care Level 1 (for MS-2113)</b>	1
	1 Year On-Site Labor	Includes Customer Care Level 1	1
	Standard Video with SCS One-on-One Webinar Training		1
	Custom RTD Frames -- Single Logo Background	Custom Logo RTD Frames. 1-3 RTD Frames	1
	Premium Animations Starter Package	Personalized Package - Your School Colors, Mascot/Logo - 20 Pre-Selected Popular/Essential Animations Included	1
	Premium Animations Pick 20 Sponsor Package	Personalized Package - Pick 20 Animations from any Team Spirit Animations. Intended to further fulfill sponsor features and sponsor logos.	1
	1-Yr DakClassroom Membership with Foundation Curriculum	1-Yr Subscription to DakClassroom Membership includes: Foundation Curriculum, Video Summit Access, Crew Connect, Industry Showcases, Community, Contests, Certifications, Remote Production Consultation	1

<b>Total Price Excluding Applicable Tax:</b>	<b>\$205,591.00</b>
--	---------------------

Please reference listed sales literature: DD1696958 for TNMC\_8x48\_White LED (34mm), DD1757027 for TI-2003-W-PV for Delay of Game, DD1923154 for Control-1 video input 1080p (Primary Player & Processor Only), DD2563729 for Custom RTD Frames -- Single Logo Background, DD3289095 for MS-2113-R-PV-F with Integrated MX-1, DD4757173 for FB-2036-W-PV-F, DD5296701 for LVX-3000-240X432-16MT-FP-25.0, 13.2' x 0.7' Side Borders, DD5454486 for G5C5-W, SL-04370 for Outdoor Scoreboard Radio Communication (Transmitter), SL-04370 for Radio Receiver, SL-08028 for DA-1001-25 with Non-Backlit Lettering and Screen Backing

Please reference listed shop drawings: DWG-05278970 for LVX-3000-240X432-16MT-FP-25.0, 13.2' x 0.7' Side Borders

# DAKTRONICS ORDER AGREEMENT # 847122-1-2

Notes: Due to the current uncertainty regarding the status of tariffs, prices exclude tariffs imposed after May 29, 2025. In the event Daktronics' total cost for equipment, materials, or components required to perform the work increases due, directly or indirectly, to tariffs that are implemented after May 29, 2025, Daktronics reserves the right to an equitable adjustment to the purchase price.

## Exclusions:

- Electrical Installation
- Structure
- Power
- Engineering Certification
- Labor to Pull Signal Cable
- Taxes
- Front End Equipment
- Physical/Mechanical Installation
- Foundation
- Hoist
- Signal Conduit
- Applicable Permits
- Electrical Switch Gear or Distribution Equipment

Unless expressly stated otherwise in this Order Agreement # 847122-1 Rev 2 or the attachments, if Daktronics performs installation of the Equipment, the price quoted does not include the following services pertaining to physical installations: digging of footings (including dirt removal), any materials fabrication, installation of steel cages, rebar, or bolt attachments, or pouring and finishing of concrete footings. Those service may be provided for an additional cost beyond the quoted price. Purchaser shall be fully responsible for any and all additional costs plus overhead in the event anything unexpected of any nature whatsoever is found while digging the footings including but are not limited to rock, water, utility lines, pipes or any other unforeseen circumstance. The Purchaser acknowledges and agrees that it is fully responsible for all site conditions.

Prices and charges are subject to change by Daktronics at any time before the final agreement between the parties is effective. Ship Date will be determined after customer purchase order is received or agreement is signed or otherwise effective, shop drawings are approved (if required) and down payment is received (if required).

## Installation Responsibilities:

If applicable please reference Attachment A for Installation Responsibilities.

## Ad/ID Copy Approval Process

Customer shall provide digital artwork for advertising and identification panels, conforming to [Daktronics' graphic file standards](#), at the time of order.

Daktronics will create a proof of provided artwork and require approval of that proof three weeks prior to the initial anticipated ship date. Advertising and identification panels not approved in time, will be shipped without copy in Daktronics' standard finish.



Ryan Van Earden  
PHONE: 406-500-1183  
FAX:  
EMAIL: [Ryan.VanEarden@daktronics.com](mailto:Ryan.VanEarden@daktronics.com)

Ben Moen  
PHONE:  
FAX:  
EMAIL: [Ben.Moen@daktronics.com](mailto:Ben.Moen@daktronics.com)

## Terms And Conditions:

The Terms and Conditions which apply to this order available on request.

Limited Warranty and Extended Service Terms and Conditions ([www.daktronics.com/DD5459759](http://www.daktronics.com/DD5459759))

SL-02375 Standard Terms and Conditions of Sale ([www.daktronics.com/terms\\_conditions/SL-02375.pdf](http://www.daktronics.com/terms_conditions/SL-02375.pdf))

SL-07862 Software License Agreement ([www.daktronics.com/terms\\_conditions/SL-07862.pdf](http://www.daktronics.com/terms_conditions/SL-07862.pdf))

Additional Links:

Customer Care Level 1, Parts Coverage, Daktronics Labor Coverage ([www.daktronics.com/DD5454476](http://www.daktronics.com/DD5454476))

Customer Care Level 1, Parts Coverage, No Daktronics Labor Coverage ([www.daktronics.com/DD5454454](http://www.daktronics.com/DD5454454))

Customer Care Level 3, Parts Coverage, No Daktronics Labor Coverage ([www.daktronics.com/DD5454486](http://www.daktronics.com/DD5454486))

Team Spirit Animation Packages ([https://daktronics.widen.net/s/fdxxhmk9I8/flyer\\_team-spirit-animation-package-option](https://daktronics.widen.net/s/fdxxhmk9I8/flyer_team-spirit-animation-package-option))

## Acceptance:

The parties acknowledge and agree that the agreement (the "Agreement") is comprised of the terms and conditions contained within this order agreement and any attachments thereto, along with the documents at the website addresses above. Purchaser hereby agrees to purchase the equipment as defined in the Agreement. Purchaser acknowledges having had the opportunity and means to review the Agreement. The Agreement represents the entire agreement of the parties and supersede any previous understanding or agreement. The Undersigned has actual authority to execute this document and Daktronics is relying on such authority. Purchaser acknowledges and agrees to the above, as evidenced by its attestation below.

Customer Signature

Date

Print Name/Title

PO number for invoicing purpose only

Daktronics, Inc.  
201 Daktronics Drive  
Brookings, SD 57006 USA  
[www.daktronics.com](http://www.daktronics.com)

Order Agreement # 847122-1 Rev 2

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Page 4 of 4



# PROJECT SITE INFORMATION – REQUIRED TO PLACE YOUR ORDER

This document is for order processing purposes only and is not intended to be part of the Agreement

Daktronics Quote # \_\_\_\_\_

Purchase Order # \_\_\_\_\_

Purchase Order Date: \_\_\_\_\_

**BILL TO:** (receive and pay invoices) Customer#: \_\_\_\_\_

Company: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Bill to Contact: \_\_\_\_\_

Telephone: \_\_\_\_\_

AP email for invoices: \_\_\_\_\_

**SHIP TO:** (delivery location)

Company: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Ship to Contact:** \_\_\_\_\_

Telephone: \_\_\_\_\_

Emails for shipping notification/tracking info (3 max):

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Emails to receive order acknowledgement:

1. \_\_\_\_\_

2. \_\_\_\_\_

Order Acknowledgement is emailed after the order is entered.  
Email will include order # & estimated ship date.

**INSTALLATION LOCATION:** Customer#: \_\_\_\_\_

Location Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**SITE / SYSTEM STARTUP CONTACT:**

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

ADDITIONAL NOTES:

\_\_\_\_\_

**LOGO & AD COPY APPROVAL:**

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

[Vector files](#) must be submitted with your order documents. Your order will not be placed until artwork is received.  
If artwork is not received, the panels will be painted the same as your scoreboard or display and shipped blank.

## PROJECT SPECIFIC CONTACT INFORMATION REQUIRED AS INDICATED BELOW:

**TRAINING:**

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

**DAK CLASSROOM:**

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

**FRAMEWRX:**

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

**VENUS SOFTWARE INFORMATION:**

Acct Name or Number: \_\_\_\_\_

Display Name: \_\_\_\_\_

**Primary Contact / Account Administrator:**  
Note: Administrators have access to add additional users.

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

**Secondary Contact - Account Administrator (optional):**

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

**Additional Contacts:**  
Additional user issued a login prior to order shipped.

Emails: \_\_\_\_\_



# DAKTRONICS ORDER AGREEMENT # 847122-1-2 MAIN ATTACHMENT A

## CUSTOMER RESPONSIBILITIES

### General

- 1) Secure necessary sign permits, as required.
- 2) Secure necessary construction permits, as required.
- 3) Removal and disposal of existing equipment, as applicable.
- 4) Removal and disposal of existing structure, as applicable.
- 5) Customer is responsible to ensure the existing structure/building is adequate, including any necessary modifications, for the installation of the Equipment, including but not limited to (i) obtaining certified engineer drawings to the extent required by law and (ii) providing Daktronics, upon reasonable request, documentation relating to the existing structure and modifications necessary for Daktronics to perform its work.
- 6) Mark location of the new Equipment as delineated in the quote.
- 7) Locate private underground utilities.
- 8) All landscaping restoration, as required.
- 9) Provide all landscaping, track, sidewalk and path protection along with site restoration, and/or sprinkler system repair work.

### Structures

- 1) Excavation of foundation(s) including spoils removal. Placement and finishing of concrete for foundations, as applicable.
- 2) Fabrication, erection and application of finish coatings for all structural components for the installation of the Equipment, as applicable.

### Electrical & Data

- 1) Provide electrical power to all Daktronics supplied load centers/termination panel at/within the Equipment, as applicable. Electrical power shall be installed per all applicable electrical codes and regulations and shall include; transformer, electrical disconnect, panel board with over current protection, J-boxes, receptacles, power drop cords as applicable per Equipment location and product specifications. Provide all required breakers based on the Equipment electrical loads.
- 2) Provide and install signal cable conduit, with pull string, from control location to each Equipment location.
- 3) Provide and install signal cable conduit, with pull string, from control location to each camera location, as applicable.
- 4) Labor to pull all new signal cable (and remove existing cable, if required).
- 5) Provide personnel for maintenance and operator training.

### Product/Equipment

- 1) Accept, lift, unload, and inspect all Equipment and control equipment from carrier.
- 2) Provide storage of all Equipment and control equipment in a safe, dry, and secure location until installation.
- 3) Lift and mount/install Equipment listed in this quotation according to the product specifications, including placing control equipment in the control room as applicable.
- 4) Provide high speed internet connection to control room equipment.
- 5) Required power outlets on clean dedicated circuit(s) for all control room Equipment.

## DAKTRONICS RESPONSIBILITIES

### General

- 1) Not applicable

### Structures

- 1) Not applicable

### Electrical & Data

- 1) Terminate signal cable at control location and Equipment location for Equipment delineated in Daktronics quote
- 2) Unpack, set-up, hook-up, and testing of control system.
- 3) Set-up and testing of results/statistics/timing system including portable cabling and Daktronics software installation.
- 4) Perform maintenance training during installation.
- 5) Perform final systems testing and commissioning.

# DAKTRONICS ORDER AGREEMENT # 847122-1-2 MAIN ATTACHMENT A

## Product/Equipment

- 1) Not applicable

## QUALIFICATIONS/CLARIFICATIONS

- 1) **Access:** Daktronics requires unobstructed access to Equipment and control room installation site until display is 100%. Installation equipment (lifts, trucks, etc.) are expected to have access directly to the display structure location and control location.
- 2) **Control Room Climate:** Normal operating temperature should be between 40° to 90° Fahrenheit (4° to 32° Celsius). Normal operating humidity should be less than 80% non-condensing. Storage temperature should be between -10° to 105° Fahrenheit (-23° to 41° Celsius). Storage humidity should be less than 95% non-condensing. Keep computers and monitors out of direct sunlight during storage. Allow control equipment taken out of storage to return to operating temperature range prior to turning it on (24 hours recommended).
- 3) **Electrical:** The maximum voltage is 120 volts line to neutral for all Equipment in this quotation.
- 4) **Building Penetrations:** Customer to provide all required building (wall/roof/floor) penetrations for the installation of Daktronics equipment to include all attachment, electrical and low voltage/signal connections as applicable.

# PROJECT SITE INFORMATION – REQUIRED TO PLACE YOUR ORDER

This document is for order processing purposes only and is not intended to be part of the Agreement

Daktronics Quote # \_\_\_\_\_

Purchase Order # \_\_\_\_\_

Purchase Order Date: \_\_\_\_\_

**BILL TO:** (receive and pay invoices) Customer#: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Bill to Contact: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 AP email for invoices: \_\_\_\_\_

**SHIP TO:** (delivery location)  
 Company: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
**Ship to Contact:** \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Emails for shipping notification/tracking info (3 max):  
 1. \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

Emails to receive order acknowledgement:  
 1. \_\_\_\_\_  
 2. \_\_\_\_\_  
 Order Acknowledgement is emailed after the order is entered.  
 Email will include order # & estimated ship date.

**INSTALLATION LOCATION:** Customer#: \_\_\_\_\_  
 Location Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_

**SITE / SYSTEM STARTUP CONTACT:**  
 Contact Name: \_\_\_\_\_  
 Email: \_\_\_\_\_

ADDITIONAL NOTES:  
 \_\_\_\_\_

**LOGO & AD COPY APPROVAL:**  
 Contact Name: \_\_\_\_\_  
 Email: \_\_\_\_\_  
[Vector files](#) must be submitted with your order documents. Your order will not be placed until artwork is received.  
 If artwork is not received, the panels will be painted the same as your scoreboard or display and shipped blank.

## PROJECT SPECIFIC CONTACT INFORMATION REQUIRED AS INDICATED BELOW:

**TRAINING:**  
 Contact Name: \_\_\_\_\_  
 Email: \_\_\_\_\_

**DAK CLASSROOM:**  
 Contact Name: \_\_\_\_\_  
 Email: \_\_\_\_\_

**FRAMEWRX:**  
 Contact Name: \_\_\_\_\_  
 Email: \_\_\_\_\_

**VENUS SOFTWARE INFORMATION:**  
 Acct Name or Number: \_\_\_\_\_ Display Name: \_\_\_\_\_  
**Primary Contact / Account Administrator:** Secondary Contact - Account Administrator (optional):  
 Note: Administrators have access to add additional users.  
 Contact Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Email: \_\_\_\_\_ Email: \_\_\_\_\_  
**Additional Contacts:**  
 Additional user issued a login prior to order shipped.  
 Emails: \_\_\_\_\_



 Great Falls Public Schools Great Falls, MT	Turoski	Thompson	Sunchild	Skornogowski	Johnson	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

## GREAT FALLS PUBLIC SCHOOLS

**MEETING DATE:** November 24, 2025

**CATEGORY:** Report

**AGENDA ITEM NUMBER:** IX. A.

**CABINET MEMBER:** Jeff Williams

### TOPIC

Second Year Review of the Three (3)-Year 2025-2028 Technology Plan

### STRATEGIC PLAN

Stewardship and Accountability

### BACKGROUND

The 2025-2028 Technology Plan was presented and accepted in the Spring of 2025. At that time, due to State and Federal Funding, the plan did not incorporate a schedule for the anticipated projects. This updated report will contain projects that are currently being planned with anticipated costs.

### Discussion

Jeff Williams, Director of Information Technology, will review for the District Board the 2025-2028 Technology Plan with updated content.

- Hypervisor Project – Proposed schedule of implementation
- The current 5-year E-Rate funding allocation
  - Proposed 2025-2026 E-Rate funded purchases – Budget dependent
- Projects anticipated for the 2025-2026 Technology Budget
- Projects anticipated for the 2026-2027 Technology Budget

### FISCAL IMPLICATIONS

Included in report

### RECOMMENDATION

This report is for information only. No action is requested.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001, or Director of Information Technology Jeff Williams at (406) 268-6068.

[Return to Agenda](#)