

AGENDA

Board of Trustees
Regular Meeting
June 8, 2026



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
Paige Henning	Trustee
Marlee Sunchild	Trustee
Amie Thompson	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	Director of Human Resources
Jeff Williams	Director of Information Technology
Katelyn Marsik	Director of the GFPS Foundation



Great Falls Public Schools Board of Trustees Meeting

AGENDA

June 8, 2026

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
I.	CALL TO ORDER – PUBLIC DECLARATION OF RECORDED MEETING	Chairperson Johnson
II.	ROLL CALL	Luke Diekhans
III.	PLEDGE OF ALLEGIANCE	Chairperson Johnson
IV.	ADOPT AGENDA	Chairperson Johnson
V.	APPROVE CONSENT AGENDA	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>	
A.	Minutes of May 26, 2026 Regular Meeting	Luke Diekhans 6
B.	Personnel Actions	Heather Spurzem 13
C.	Good Apple Awards	Heather Spurzem 20
D.	Montana Office of Public Instruction (OPI) TR-35 School Bus Driver Certificates	Luke Diekhans 22
E.	Incoming Student Attendance Agreements for the 2026-2027 School Year	Luke Diekhans 23
F.	Outstanding (More Than One Year Old) Warrants (Checks)	Luke Diekhans 25
VI.	COMMUNICATION	
A.	Superintendent Report	Lance Boyd
B.	Audience Communication	

VII. ACTION ITEMS

A.	2026-27 Secondary Student Class Fees	Lance Boyd	30
B.	2026-27 Facilities Usage Fees	Lance Boyd	33
C.	Second Reading of Board Policies 5120 (Revised) – <i>Hiring Process and Criteria</i> ; 5120F (Delete) – <i>Determination of Eligibility for Hire Form</i> ; 7625 (Revised) – <i>Use of Enhanced Tax Credit Receipts</i> ; and 8301 (Revised) – <i>District Safety</i> .	Jackie Mainwaring	36
D.	Second Reading of the Annual Review of Board Policies 3300 – <i>Suspension and Expulsion</i> and 3311 – <i>Firearms and Weapons</i>	Luke Diekhans	46
E.	District Wide Safety Plan	Luke Diekhans	54
F.	Authority for the Director of Business Operations to Make End of Year Budget Transfers	Luke Diekhans	60

VIII. ACTION: OTHER

Chairperson
Johnson

IX. REPORTS, DISCUSSION, AND POLICIES

A.	First Reading of the 2026-2027 Revised and Reformatted Student Handbook	Lance Boyd	61
B.	First Reading of Board Policy 2410R – <i>Publication of Graduation Requirements</i>	Jackie Mainwaring	129
C.	Discussion, Committee Reports, and Comments	Chairperson Johnson	


UPCOMING EVENTS

Chairperson
Johnson

Monday, June 22, 2026	5:30 p.m.	Regular Meeting	District Offices Building
Monday, July 13, 2026	5:30 p.m.	Regular Meeting	District Offices Building
Monday, August 3, 2026	5:30 p.m.	Regular Meeting	District Offices Building
Thursday, August 13, 2026	5:30 p.m.	Board Work Session – Budget Adoption Review	District Offices Building
Monday, August 17, 2026	5:30 p.m.	Regular Meeting	District Offices Building

ACTION TO ADJOURN

Chairperson
Johnson

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. A.

CABINET MEMBER: Luke Diekhans

TOPIC

Minutes of the May 26, 2026 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 May 26, 2026 Regular Board Meeting are presented for approval.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve the minutes of the May 26, 2026 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 at (406) 268-6050.

[Return to Agenda](#)

1 **MINUTES OF THE REGULAR MEETING**
2 **OF THE BOARD OF TRUSTEES**
3 **HELD MAY 26, 2026**
4

5 A duly called Regular Meeting of the Board of Trustees of the Great Falls Public Schools
6 was held at the District Offices Building, 1100 4th Street South, on the 26th day of May
7 2026.
8

9 At 5:30 pm, Chairperson Johnson called to order the Regular Meeting of the Board of
10 Trustees.
11

12 Chairperson Johnson reported that, per Board Policy 1420, all Board meetings are
13 recorded and posted on the District website for one (1) year.
14

15
16 **ROLL CALL:** Luke Diekhans took roll call.
17

18 **Trustees Present:** Gordon Johnson - Chairperson
19 Kim Skornogoski – Vice-Chairperson – excused at 6:10 P.M.
20 Bill Bronson – excused until 6:25 P.M.
21 Craig Duff
22 Paige Henning
23 Marlee Sunchild
24

25 **Trustee Excused:** Amie Thompson
26

27 **Others Present:** Heather Hoyer, Superintendent; Luke Diekhans, Director of Business
28 Operations; Jackie Mainwaring and Lance Boyd, Executive Directors of Student
29 Achievement; Jeff Williams, Director of Information Technology; Heather Spurzem,
30 Director of Human Resources; and Katelyn Marsik, Director of the Great Falls Public
31 Schools Foundation. Also present was Tom Cubbage, Great Falls Education Association
32 President.
33

34 Chairperson Johnson asked everyone to join in the Pledge of Allegiance.
35
36

37 **ADOPT AGENDA**
38

39 Motion – Kim Skornogoski, Seconded – Paige Henning, passed unanimously to adopt
40 the agenda as presented.
41
42

43 **APPROVE CONSENT AGENDA**
44

1 Motion – Paige Henning, Seconded – Craig Duff, passed unanimously to approve the
2 Consent Agenda, with a special recognition to the donation toward outstanding lunch
3 balances, as presented.

4
5 **A. Minutes of the May 11, 2026, Reorganization/Regular Board Meeting** – The
6 Board approved the minutes of the May 11, 2026, Reorganization/Regular Board
7 Meeting as presented.

8
9 **B. Personnel Actions** – The Board approved the Personnel Actions as presented.

10
11 **C. Good Apple Award** – The Board approved the nomination for a Good Apple Award
12 to Mike Martyn, Citizen of Great Falls.

13
14 **D. Montana Office of Public Instruction (OPI) TR-35 School Bus Driver Certificate**
15 – The Board approved the Montana Office of Public Instruction (OPI) TR-35 School Bus
16 Driver Certificate for the individual listed in the agenda.

17
18 **E. TR-6 Bus Route Reimbursement Claims for 2025-26 Second Semester** - The
19 Board approved the TR-6 Bus Route Reimbursement Claims for bus routes for both the
20 high school and elementary districts for the second semester of the 2025-2026 school
21 year.

22
23 **F. Incoming Student Attendance Agreements for the 2026-2027 School Year** – The
24 Board approved the incoming student attendance agreements for the 2026-2027 school
25 year for the students listed in the agenda. Tuitions will be paid for by the District of
26 Residence.

27
28 **G. Student Activity Monthly Report for April 2026** – The Board approved the Student
29 Activity Accounts for April 2026 as presented.

30
31 **H. Award Bids for Instructional and Office Paper Supply Order** – The Board
32 approved the following bids for the instructional and office paper supplies for the 2026-
33 2027 school year: Contract Paper Group - \$49,375.20, Warden Paper - \$46,226.09,
34 Pyramid Products - \$19,290.56, Cascade School Supplies - \$1,316.70, S&S Worldwide
35 - \$399.75, and School Specialty - \$128.00.

36
37 **I. Montana High School Association (MHSA) Annual Dues, Catastrophic Liability,**
38 **and Concussion Insurance for 2026-2027** - The Board approved the MHSA annual
39 dues of \$250.00 per activity, per school for a total of \$6,250 per school, the Catastrophic
40 Liability Plan coverage cost of \$1,339 per school and the Concussion Insurance
41 premium of \$226.00 per school.

42
43 **J. Donation of Funds for Lunch Charges** - The Board approved the donation of
44 \$6,670 from Leadership Great Falls and Leadership High School to Great Falls Public
45 Schools with thanks.

1
2 **COMMUNICATION**

3
4 **A. Character Strong – Sunnyside Elementary School** – Durbin Thomsen, Sunnyside
5 Elementary School Principal and four (4) student representatives reported on what
6 creativity, the *Character Strong* word of the month, means to Sunnyside Elementary
7 School. They reviewed how they implement *Character Strong* within their school.
8

9 **B. Career and Technical Student Organizations (CTSO)** - Great Falls Public Schools
10 (GFPS) Career Pathway Advisor, Derik Senger, introduced advisors and student leaders
11 from Business Professionals of America (BPA), Distributive Education Clubs of America
12 (DECA), Health Occupation Students of America (HOSA), SkillsUSA and the Junior
13 Reserve Officers Training Corp (JROTC). The students highlighted achievements,
14 honors, awards, and new incoming officers for their respective student organizations.
15

16 **C. Superintendent Report –**

17 Superintendent Hoyer reported on the events happening throughout the District. She
18 then introduced Great Falls High School senior Cecelia Tronson, who reported on her
19 internship experience in the Emergency Room (ER). She reviewed the goals she
20 established at the beginning of the course and reflected on her progress and
21 accomplishments by the end of the internship. She also described a patient case she
22 observed at the start of a shift, outlining the steps medical staff took to assess the
23 patient’s condition and determine an appropriate course of care.
24

25 **D. Audience Communication – None**
26
27

28 **ACTION ITEMS**

29
30 **A. Financial Report and Check Register for April 2026** – Director of Business
31 Operations, Luke Diekhans, reviewed the financial report and check register for April
32 2026.
33

34 Motion – Paige Henning, Seconded – Craig Duff, passed unanimously to approve the
35 April 2026 Financial Report and Accounts Payable checks #143979 - #144495 in the
36 amount of \$2,626,566.85 and Payroll checks #85946 - #86116 in the amount of
37 \$641,445.05 as presented.
38

39 **B. Great Falls Public Schools Contract for Natural Gas** – Director of Business
40 Operations, Luke Diekhans, explained that the District has historically contracted with a
41 natural gas company directly, with the assistance of Jim Moran, PowerGas Corporation.
42 Using a long-term contract to purchase natural gas for the operations of our facilities
43 allows the District to limit changes in the budget due to current market fluctuations while
44 minimizing costs. Luke stated that the current natural gas contract is set to expire on
45 June 30, 2026. The Board previously approved the Request for Proposal (RFP) at the
46 Board meeting on April 27, 2026 and the RFP was posted in the Great Falls Tribune on

1 April 28, 2026 and May 3, 2026. Bids were due to the District by noon on May 26,
2 2026. Mr. Diekhans reviewed the submitted bids.

3
4 Motion – Paige Henning, Seconded – Craig Duff, passed unanimously to approve
5 Summit Energy’s Index Bid for the contract as the District’s natural gas supplier for the
6 2026-27, 2027-28, and 2028-29 school years, as presented.

7
8 **C. Second Reading of the 2026-2027 Board Meeting Calendar** – Director of
9 Business Operations, Luke Diekhans, reviewed the 2026-2027 Board meeting calendar
10 and stated that he has had no questions or concerns since the first reading at the May
11 11, 2026 Board meeting.

12
13 Motion – Marlee Sunchild, Seconded – Craig Duff, passed unanimously to approve the
14 2026-2027 Board Meeting Calendar as presented.

15
16 **D. Second Reading of Board Policies 3310 (Revised) – Student Discipline; 5240**
17 **(Revised) – Resolution of Staff Complaints; 7332 (Revised) – Advertising in**
18 **School-Revenue Enhancement; and 7332F (New) – Sports Activities-Revenue**
19 **Enhancement Program Form** - Superintendent Hoyer reviewed the recommended
20 changes in the policies. She stated that there was only one edit on policy 5240 since the
21 first reading on May 11, 2026. That recommendation came from the Great Falls
22 Education Association (GFEA).

23
24 Motion – Paige Henning, Seconded – Bill Bronson, to revise Board Policies 3310 –
25 *Student Discipline; 5240 – Resolution of Staff Complaints; and 7332 – Advertising in*
26 *School-Revenue Enhancement; and new Board Policy 7332F – Sports Activities-*
27 *Revenue Enhancement Program Form, as presented.*

28
29 Alternative Motion – Craig Duff, Seconded – Bill Bronson, passed unanimously to split
30 the motion into two motions. One motion for Board Policies 3310 and 5240, and another
31 motion for Board Policies for 7332 and 7332F.

32
33 Motion – Bill Bronson, Seconded – Paige Henning, passed unanimously to approve
34 revised Board Policies 3310 – *Student Discipline* and 5240 – *Resolution to Staff*
35 *Complaints, as presented.*

36
37 Motion – Bill Bronson, Seconded – Paige Henning, passed four to one to approve
38 revived Board policy 7332 – *Advertising in School-Revenue Enhancement* and new
39 Board Policy 7332F – *Sports Activities-Revenue Enhancement Program Form, as*
40 *presented.*

41
42 Trustee Duff expressed his concerns regarding putting the District and its school-
43 sponsored activities first. He believes that there are not enough constraints in place
44 within the policy to move forward.

1 **ACTION: OTHER**

2
3 There were no items extracted from the Consent Agenda to discuss.
4

5
6 **REPORTS, DISCUSSION, AND POLICIES**
7

8 **A. Annual Review of Board Policies 3300 – *Suspension and Expulsion* and 3311 –**
9 ***Firearms and Weapons*** – Director of Business Operations, Luke Diekhans, explained
10 that Board Policies 3300, Suspension and Expulsion, and 3311, Firearms and
11 Weapons, are required to be reviewed annually in accordance with state law. These
12 policies were reviewed by the Board Policy Committee on May 6, 2026, and May 14,
13 2026. He explained the changes that have been made and asked if anyone had
14 questions or concerns regarding any of the new policies or revisions to contact him prior
15 to the next regular Board meeting
16

17 **B. First Reading of Board Policies 5120 (Revised) – *Hiring Process and Criteria;***
18 ***5120F (Deleted) – Determination of Eligibility for Hire Form; 7625 (Revised) – Use***
19 ***of Enhanced Tax Credit Receipts; and 8301 (Revised) – District Safety***

20 Superintendent Hoyer reviewed the recommended language revisions from the Board
21 Policy Committee to each of the Board policies listed. Language proposed brings
22 policies into alignment with legislative directives and/or cleans up confusing language.
23 She asked if anyone had questions or concerns regarding any of the new policies or
24 revisions to contact her prior to the next regular Board meeting.
25

26 **C. Board Sub-Committee Assignments** - Chairperson Johnson explained that an
27 important role as a Trustee is to serve on District committees. He reviewed how
28 Trustees are selected to sit on the varying committees. After receiving input from the
29 Trustees, Chairperson Johnson said he made the sub-committee assignments as listed
30 in the agenda.
31

32 **D. Discussion, Committee Reports, and Comments**

33 Trustees Sunchild and Bronson thanked everyone that helped with the
34 retirement/longevity celebration event.

35 Trustee Duff thanked all the students who spoke tonight. He also thanked District
36 employees for their work.

37 Trustee Henning thanked Trustee Duff for his comments regarding District policies 7332
38 and 7332F and agrees that they need to be watched closely to keep the integrity of the
39 District. She reviewed the events that she has been attending and appreciates the
40 opportunities to do so.

41 Trustee Bronson apologized for his tardiness. He also stated that he is excited for the
42 graduation ceremonies scheduled for this coming weekend.

43 Chairperson Johnson reported that he attended the Life Skills graduation ceremony at
44 Paris Gibson Education Center (PGEC). He stated that he is so proud of those students
45 and the District for having this program.
46

1 **UPCOMING EVENTS**

2

3 Chairperson Johnson said the next Board Meetings are scheduled for Monday, June 8,
4 2026, and Monday, June 22, 2026.

5

6

7 **ACTION TO ADJOURN**

8

9 Chairperson Johnson adjourned the Regular Meeting of the Board of Trustees at 7:06
10 p.m.

11

12

13

14

Gordon Johnson, Chairperson


15

16 _____
Luke Diekhans, Clerk

17

18

DRAFT

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. B.

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 Director of Human Resources Heather Spurzem at (406) 268-6010.

[Return to Agenda](#)

New Employee

Position: TEACHER

Name: GRAY, JESSICA MARIE Position: LIBRARIAN	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:NORTH MIDDLE SCHOOL Effective Date: 08/24/2026
Name: MATHIAS, LAURYN Position: RESOURCE 3 TEACHER	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:SACAJAWEA ELEMENTARY Effective Date: 08/24/2026
Name: WILLIAMS, JERIAN Position: RESOURCE 2 TEACHER	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:LONGFELLOW ELEMENTARY Effective Date: 08/24/2026
Name: DAVIS, PHILLIP JOSEPH Position: MATH TEACHER (OYO) (06/04/2027)	Pay: Salary	Rate: \$47.43 Amount: \$39,909.00	Hrs: 4.50	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 08/24/2026
Name: SCHAEFFER, JEREMY C Position: RESOURCE 3 TEACHER	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:EAST MIDDLE SCHOOL Effective Date: 08/24/2026
Name: DAVIDSON, SARA A Position: ELEMENTARY MUSIC TEACHER	Pay: Salary	Rate: \$45.61 Amount: \$63,963.00	Hrs: 7.50	DAC:DISTRICT WIDE Effective Date: 08/24/2026
Name: CARTER, AMANDA Position: ELEMENTARY ART TEACHER	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:PARIS GIBSON EDUCATION CENT Effective Date: 08/24/2026
Name: DELIGERO, JUVENAL JR Position: RESOURCE 2 TEACHER	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:LONGFELLOW ELEMENTARY Effective Date: 08/24/2026
Name: KORNICK, LISA Position: SCIENCE TEACHER (OYO) (06/04/2027)	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 08/24/2026
Name: AGUSTIN, IEVENREY Position: RESOURCE 1 TEACHER	Pay: Salary	Rate: \$33.16 Amount: \$46,500.00	Hrs: 7.50	DAC:WEST ELEMENTARY Effective Date: 08/24/2026

Position: SUPPLEMENTAL

Name: DELLEN, MEGHAN JEAN Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: BEERMAN, SANNA C Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: DAVISON, DEBORAH Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: AFFLACK, KATIE LYNN Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Salary	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: SIVERTSEN, TIFFANY O'NEILL Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: O'CONNELL, BRITTANIE ANN Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: POSPISIL, TAMMY ANN Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: MASTERS, CHRISTINE SUZANNE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: BABBERT, AMANDA LEA Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: NEWTON, NICHOLE LYNN Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: HOOPER, STACEY MARIE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: RENFRO, APRIL HEATHER Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: HEINZ, KARLENE ELAINE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: KOSANDA, ALEX LIZABETH Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: VINING, HALEY MELISSA Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: GEORGE, COURTNEY MARIE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: SPRING, AMANDA ELIZABETH Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025

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

Name: CEYNAR, BRIANA M Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: HARP, ERICA RAE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: BRYAN, CHRISTINA MARIE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,200.05	Hrs: 0.29	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: ONEILL, ADDISON PEARL Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Salary	Rate: \$22.00 Amount: \$600.23	Hrs: 0.15	DAC:DISTRICT OFFICES Effective Date: 01/23/2026
Name: HAMBLETON, JENNIFER SWART Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,200.05	Hrs: 0.29	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: SHOLES, ERIN JEAN Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$3,000.34	Hrs: 0.73	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: BLEDSOE, ABIGAYLE NICOLE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,200.05	Hrs: 0.29	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: DENTON, DIONDRA SHAUNTE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,200.05	Hrs: 0.29	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: CONRAD, BRIANNA MARIE Position: ESY TEACHER SUB (07/02/2026)	Pay: Hourly	Rate: \$41.49 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: WIDHALM, SHERRI REINTSMA Position: ESY SPEECH PATHOLOGIST (07/02/2026)	Pay: Hourly	Rate: \$55.40 Amount: \$2,659.20	Hrs: 3.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: FULGUM, ANNA REBEKAH Position: SUMMER JUMP START TEACHER (07/02/2026)	Pay: Hourly	Rate: \$27.00 Amount: \$1,134.00	Hrs: 7.00	DAC:GIANT SPRINGS ELEMENTARY Effective Date: 06/25/2026
Name: ZINZILIETA, MELISSA Position: SUMMER JUMP START SUB TEACHER AIDE (07/02/2026)	Pay: Hourly	Rate: \$12.84 Amount: \$0.00	Hrs: 0.00	DAC:VALLEY VIEW ELEMENTARY Effective Date: 06/09/2026
Name: ONEILL, RACHELA Position: SUMMER JUMP START TRAVEL TEACHER (07/02/2026)	Pay: Hourly	Rate: \$27.00 Amount: \$1,134.00	Hrs: 7.00	DAC:DISTRICT WIDE Effective Date: 06/25/2026
Name: CUMMINGS, TERI LIN Position: SUMMER JUMP START TRAVEL TEACHER (07/02/2026)	Pay: Hourly	Rate: \$27.00 Amount: \$1,134.00	Hrs: 7.00	DAC:DISTRICT WIDE Effective Date: 06/25/2026
Name: HEGDAL, SABRINA MICHELLE Position: SUMMER JUMP START TRAVEL TEACHER (07/02/2026)	Pay: Hourly	Rate: \$27.00 Amount: \$1,134.00	Hrs: 7.00	DAC:DISTRICT WIDE Effective Date: 06/25/2026
Name: MERRIMAN, JASON B Position: SUMMER JUMP START SUB TEACHER AIDE (07/02/2026)	Pay: Hourly	Rate: \$12.84 Amount: \$0.00	Hrs: 0.00	DAC:VALLEY VIEW ELEMENTARY Effective Date: 06/09/2026
Name: SWARTZ, KARINA ANNE Position: SUMMER JUMP START SUB TEACHER AIDE (07/02/2026)	Pay: Hourly	Rate: \$12.84 Amount: \$0.00	Hrs: 0.00	DAC:GIANT SPRINGS ELEMENTARY Effective Date: 06/09/2026
Name: HENINGER, CHRISTINA LOUISE Position: SUMMER JUMP START SUB TEACHER AIDE (07/02/2026)	Pay: Hourly	Rate: \$12.84 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/10/2026
Name: CUMMINGS, STEFANIE R Position: ESY NURSE (07/02/2026)	Pay: Hourly	Rate: \$45.78 Amount: \$2,929.92	Hrs: 4.00	DAC:MEADOW LARK ELEMENTARY Effective Date: 06/11/2026
Name: WILSON, SHAYLA COLLEEN Position: ESY NURSE SUBSTITUTE (07/02/2026)	Pay: Hourly	Rate: \$43.20 Amount: \$2,764.80	Hrs: 4.00	DAC:MORNINGSIDE ELEMENTARY Effective Date: 06/11/2026
Name: GEORGE, COURTNEY MARIE Position: ESY NURSE (07/02/2026)	Pay: Hourly	Rate: \$54.92 Amount: \$3,514.88	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: SPRING, AMANDA ELIZABETH Position: ESY NURSE (07/02/2026)	Pay: Hourly	Rate: \$54.06 Amount: \$3,459.84	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: MURRAY, MIRANDA JO Position: K-6 TCH SPEC ASSGMT (X-DUTY) (08/21/2026)	Pay: Hourly	Rate: \$46.97 Amount: \$1,056.83	Hrs: 1.50	DAC:DISTRICT OFFICES Effective Date: 08/01/2026
Name: CARPER, CYRILLA D Position: ESY PARAPROFESSIONAL SUB (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: DESHON, DEBRA SUE Position: ESY PARAPROFESSIONAL SUB (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: AGIOTIS, JAMIE LEIGH Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: POMROY, LEILANI Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: SAPP, AMBER LEE Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026

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

Name: ARMSTRONG, BRANDY ELIZABETH Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: GUNDLACH, DANE MITCHELL Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: HAMILTON, WENDY Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: WALLACE, KATLYN Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: JOHNSON, MONICA E Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: THIBODEAUX, KAITLYN Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: CEVERA, KARA MARIA Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: KELLER, MONICA LYNN Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: MCBEE, MERCEDES DAWN Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: GILCHER, CHAR L Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: MCORMOND, TONI ALANA Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: CARRANZA, JESSICA MARIE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: BOEDECKER, SANDRA M Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$2,400.11	Hrs: 0.58	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: BURD, DEANNA M Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,100.08	Hrs: 0.27	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: REMSEN, RHONDA SUE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: MARTIN, MARIA GUADALUPE Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: DIGIULIO, STEPHANIE SANGER Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,800.29	Hrs: 0.44	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: SUDEN, CAROLYN Position: PROFESSIONAL INVOLVEMENT (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$1,450.60	Hrs: 0.35	DAC:DISTRICT OFFICES Effective Date: 08/25/2025
Name: CARROLL, ANDREA LYNN Position: SUMMER SECRETARY (08/21/2026)	Pay: Hourly	Rate: \$18.92 Amount: \$7,284.20	Hrs: 7.00	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 06/08/2026
Name: THOMPSON, DAWN Position: SUMMER SECRETARY (08/21/2026)	Pay: Hourly	Rate: \$18.92 Amount: \$7,284.20	Hrs: 7.00	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 06/08/2026
Name: PACKER, RACHEL E Position: SUMMER SECRETARY (08/21/2026)	Pay: Hourly	Rate: \$16.40 Amount: \$6,314.00	Hrs: 7.00	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 06/08/2026
Name: REED, SKYLAR A Position: STEM COORDINATOR (08/21/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$495.00	Hrs: 1.50	DAC:DISTRICT OFFICES Effective Date: 08/01/2026
Name: GILBERT, NICOLE ANN Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: LORIO, REBECCA ANN Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: PRICE, ALLISON M Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: POWELL, EMILY ROSE Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: HAYS, OLIVIA RENEE Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: RENO, KARAN Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026

Name: REINHARDT, KAYLA MARIE Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: CAOUETTE, CRAMER GREGORY Position: GIRLS BB HEAD COACH	Pay: Salary	Rate: \$25.00 Amount: \$8,223.00	Hrs: 4.16	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 11/23/2026
Name: ALLEN, RIELLY RAE Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: MASTERS, CHRISTINE SUZANNE Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: POSPISIL, TAMMY ANN Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: O'CONNELL, BRITTANIE ANN Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: HOOPER, STACEY MARIE Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: VINING, HALEY MELISSA Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: BURTON, KELLY JO Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: KOSANDA, ALEX LIZABETH Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: HEINZ, KARLENE ELAINE Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: NEWTON, NICHOLE LYNN Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: SHOLES, ERIN JEAN Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: RENFRO, APRIL HEATHER Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: BRYAN, CHRISTINA MARIE Position: MRP PERSONNEL COVERAGE (06/05/2026)	Pay: Hourly	Rate: \$22.00 Amount: \$750.02	Hrs: 0.38	DAC:DISTRICT OFFICES Effective Date: 01/26/2026
Name: PINNEO, DANIELA RODICA Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: WANNER, KATHRYN L Position: HOMEBOUND TEACHER (WO) (07/03/2026)	Pay: Hourly	Rate: \$27.00 Amount: \$1,822.50	Hrs: 2.50	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 06/11/2026
Name: KNUTSON, MELANIE R Position: ESY NURSE SUBSTITUTE (07/02/2026)	Pay: Hourly	Rate: \$44.49 Amount: \$2,847.36	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026
Name: LIETZ, DAVID Position: STRENGTH COOR (SUMMER)(08/07/26)	Pay: Salary	Rate: \$25.00 Amount: \$985.00	Hrs: 0.68	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 06/08/2026
Name: HAGEN, ARIC Position: STRENGTH COOR (SUMMER)(08/07/26)	Pay: Salary	Rate: \$25.00 Amount: \$985.00	Hrs: 0.68	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 06/08/2026
Name: TCHIDA, CODA P Position: STRENGTH COOR (SUMMER)(08/07/26)	Pay: Salary	Rate: \$25.00 Amount: \$1,969.00	Hrs: 1.36	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 06/08/2026
Name: HALL, RANDI RENEE Position: SUMMER JUMP START TRAVEL TEACHER (07/02/2)	Pay: Hourly	Rate: \$27.00 Amount: \$1,134.00	Hrs: 7.00	DAC:DISTRICT WIDE Effective Date: 06/25/2026
Position: LIBRARY/TEACHER AIDES				
Name: COOMBS, SHAYNA RAY Position: CORE TEACHER AIDE	Pay: Hourly	Rate: \$12.84 Amount: \$674.10	Hrs: 7.50	DAC:WEST ELEMENTARY Effective Date: 05/28/2026
Position: SPEECH AND LANGUAGE PATHOLOGIS				
Name: MOSTEK, BRIANA Position: SPEECH & LANGUAGE PATHOLOGIST ASSISTANT	Pay: Hourly	Rate: \$37.35 Amount: \$57,425.63	Hrs: 7.50	DAC:DISTRICT WIDE Effective Date: 08/24/2026
Resignation				
Position: SUPPLEMENTAL				
Name: SHIPLEY, CAROL J Position: SUB TEACHER (LIC) (06/05/2026)	Pay: Hourly	Rate: \$130.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: ELLIS, OLIVIA MARGARET Position: SUB TEACHER (LIC) (06/05/2026)	Pay: Hourly	Rate: \$130.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026

Name: LITOSTANSKY, BAYLEIGH Position: SUB TEACHER (06/05/2026)	Pay: Hourly	Rate: \$110.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: MORA, KENNADEE RAE Position: SUB TEACHER (06/05/2026)	Pay: Hourly	Rate: \$110.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: LAMBERT, ZANE EDWARD Position: SUB TEACHER (06/05/2026)	Pay: Hourly	Rate: \$110.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: WILLIAMS, MADELINE Position: SUB TEACHER (06/05/2026)	Pay: Hourly	Rate: \$110.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: CLARK, EMMA MARIE Position: SUB TEACHER (LIC) (06/05/2026)	Pay: Hourly	Rate: \$130.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: ALLEN, CATHERINE A Position: SUB TEACHER (LIC 41+) (06/05/2026)	Pay: Hourly	Rate: \$140.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: GUERNSEY, RACHEL Position: SUB TEACHER (06/05/2026)	Pay: Hourly	Rate: \$110.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
Name: WHITAKER, ASHLEY RACHEL Position: ESY PARAPROFESSIONAL (07/02/2026)	Pay: Hourly	Rate: \$18.00 Amount: \$1,152.00	Hrs: 4.00	DAC:DISTRICT WIDE Effective Date: 06/11/2026

Position: ENGINEERS

Name: DAVIS, JARED ANDREW Position: CUSTODIAN (06/05/2026)	Pay: Hourly	Rate: \$20.88 Amount: \$43,430.40	Hrs: 8.00	DAC:GIANT SPRINGS ELEMENTARY Effective Date: 06/05/2026
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Position: FOOD SERVICE

Name: REEVES, GLORIA ESTHER Position: FOOD SERVICE EMPLOYEE (06/05/2026)	Pay: Hourly	Rate: \$15.09 Amount: \$13,173.57	Hrs: 4.50	DAC:NORTH MIDDLE SCHOOL Effective Date: 06/05/2026
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Position: NURSE

Name: KEIBLER, LEANN DENISE Position: HEALTH SCIENCES INSTRUCTOR (06/05/2026)	Pay: Salary	Rate: \$36.27 Amount: \$50,864.00	Hrs: 7.50	DAC:MSU COT Effective Date: 06/05/2026
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Position: PARA EDUCATOR (SP ED)

Name: ENYEART, EMMA RENEE TRINITY Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$16.78 Amount: \$23,282.25	Hrs: 7.50	DAC:EAST MIDDLE SCHOOL Effective Date: 06/05/2026
Name: MCGRAW, EMMA Position: EXCEPTIONALITIES STUDENT PARA/CNA (05/27/2)	Pay: Hourly	Rate: \$16.78 Amount: \$1,879.36	Hrs: 1.00	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 05/27/2026
Name: PEARSON, RENIE RUA Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$17.64 Amount: \$24,475.50	Hrs: 7.50	DAC:LEWIS & CLARK ELEMENTARY Effective Date: 06/05/2026
Name: WRIGHT, HEATHER M Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$17.18 Amount: \$23,837.25	Hrs: 7.50	DAC:VALLEY VIEW ELEMENTARY Effective Date: 06/05/2026
Name: BICKEL, JEFFERY S Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$16.78 Amount: \$21,520.35	Hrs: 7.50	DAC:EAST MIDDLE SCHOOL Effective Date: 06/05/2026
Name: BEISECKER, KALLISTA LOREN GRACE Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$16.78 Amount: \$8,215.49	Hrs: 3.40	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 06/05/2026
Name: GUNDLACH, DANE MITCHELL Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$16.78 Amount: \$10,068.00	Hrs: 7.50	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 06/05/2026
Name: GILBERT, NICOLE ANN Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$17.48 Amount: \$24,253.50	Hrs: 7.50	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 06/05/2026
Name: HAMMOND, ESTELLA WILLSON Position: PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$17.18 Amount: \$1,992.88	Hrs: 4.00	DAC:SACAJAWEA ELEMENTARY Effective Date: 06/05/2026

Position: SPEECH AND LANGUAGE PATHOLOGIS

Name: RENFRO, APRIL HEATHER Position: SPEECH & LANGUAGE PATHOLOGIST (06/05/2026)	Pay: Salary	Rate: \$58.22 Amount: \$48,990.60	Hrs: 4.50	DAC:WEST ELEMENTARY Effective Date: 06/05/2026
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Retirement

Position: FOOD SERVICE

Name: PABST, DENISE M Position: FOOD SERVICE EMPLOYEE (06/05/2026)	Pay: Hourly	Rate: \$15.25 Amount: \$10,354.75	Hrs: 3.50	DAC:EARLY LEARNING FAMILY CENTE Effective Date: 06/05/2026
Name: HELGESON, TRACEY Position: FOOD SERVICE EMPLOYEE (06/05/2026)	Pay: Hourly	Rate: \$15.72 Amount: \$21,347.76	Hrs: 7.00	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 06/05/2026

Termination

Position: SUPPLEMENTAL

Name: HALL, ALYCIA MICHELLE Position: SUB PARA EDUCATOR (SP ED) (06/05/2026)	Pay: Hourly	Rate: \$105.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 06/05/2026
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**Personnel Action Report to the Board of Trustees
Great Falls Public Schools**

Name: HERBRUGER, CHELLE LOUISE	Pay: Hourly	Rate: \$105.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB PARA EDUCATOR (SP ED) (06/05/2026)		Amount: \$0.00		Effective Date: 06/05/2026

Name: SMITH, ADRIANNE MARIA	Pay: Hourly	Rate: \$105.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB PARA EDUCATOR (SP ED) (06/05/2026)		Amount: \$0.00		Effective Date: 06/05/2026


Name: SUEK, TRACY	Pay: Hourly	Rate: \$105.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB PARA EDUCATOR (SP ED) (06/05/2026)		Amount: \$0.00		Effective Date: 06/05/2026

Position: ENGINEERS

Name: PETERSON, TYLER JAY	Pay: Hourly	Rate: \$20.88	Hrs: 8.00	DAC:NORTH MIDDLE SCHOOL
Position: CUSTODIAN (05/22/2026)		Amount: \$40,089.60		Effective Date: 05/22/2026

Position: LIBRARY/TEACHER AIDES

Name: FEDDES, BETHANNY	Pay: Hourly	Rate: \$12.84	Hrs: 7.50	DAC:MEADOW LARK ELEMENTARY
Position: CORE TEACHER AIDE (06/04/2026)		Amount: \$7,415.10		Effective Date: 06/04/2026

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. C.

CABINET MEMBER: Heather Spurzem

TOPIC

Good Apple Awards

STRATEGIC PLAN

Healthy, Safe, and Secure Schools

BACKGROUND

An individual letter of appreciation and our "Good Apple" pin will be forwarded to the individual whose achievements are summarized in this notice. This award is an expression of appreciation and affection, and we ask those 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 is a nomination for a "Good Apple" award.

DISCUSSION

Erica LaTray, Librarian, North Middle School, was recommended for a Good Apple Award by Jordann Lankford, Indigenous Education Instructional Coach, Great Falls Public Schools, because of the following:

During the fall for Native American Heritage Month, Erica LaTray (middle school librarian) reached out with a great idea to create a video series about American Indians to be played at both middle schools. It was such an amazing way to infuse Indigenous Education for All into the classrooms for our hundreds of middle schoolers. It would not have happened without Erica's wonderful vision. She is committed to Indigenous Education for All and I really want to acknowledge her as the catalyst to this endeavor. She and all of the librarians made this possible. Her glowing attitude is making a difference.

Lori Vinson, 3rd Grade Teacher, Valley View Elementary School, was recommended for a Good Apple Award by Paige Henning, School Board Trustee, Great Falls Public Schools, because of the following:

Lori has been a fantastic teacher at Valley View and will be missed when she retires. She will always be remembered and cherished by not only those she taught, but those whose lives she impacted with her smile, positive attitude, and kindness. Valley View will not be the same without Mrs. Vinson. The halls will be quiet on Fridays without the YMCA being played in her classroom. Thank you Lori, for all of your dedicated years of service to our district and its students. Enjoy your retirement!

Katelyn Lindland, Kindergarten Teacher, Valley View Elementary School, was recommended for a Good Apple Award by Paige Henning, School Board Trustee, Great Falls Public Schools, because of the following:

Mrs. Lindland is moving on from Valley View and will be so missed. A Kindergarten teacher always holds a special place in a child's heart and Mrs. Lindland is one of the best. Thank you for all you have done for Valley View and its students. Good luck on this next chapter in your life!

Lainie Warneke, ECS Teacher, Valley View Elementary School, was recommended for a Good Apple Award by Paige Henning, School Board Trustee, Great Falls Public Schools, because of the following:

Mrs. Warneke is retiring and will be greatly missed. Thank you for all your years of dedication to this district and the students whose lives you have touched. Enjoy retirement!

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 Director of Human Resources Heather Spurzem at (406) 268-6011.

[Return to Agenda](#)

	Thompson	Sunchild	Skornogowski	Johnson	Hening	Duff	Bronson
	Motion						
	Second						
	Ayes						
	Nays						
	Abstain						

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. D.

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: Joel McNeese, Kevin Meagher, and William Cox

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.

[Return to Agenda](#)

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. E.

CABINET MEMBER: Luke Diekhans

TOPIC

Incoming Student Attendance Agreements for the 2026-2027 School Year

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

Under the provisions of [MCA 20-5-320](#) – Attendance with Discretionary Approval and [MCA 20-5-321](#) – Attendance with Mandatory Approval – Tuition and Transportation, and [Board Policy 3141](#) – Nonresident Student Enrollment, students from outside of the Great Falls District are requesting to attend school in Great Falls for the 2026-2027 school year.

DISCUSSION

The following students are requesting to attend school in Great Falls for the 2026-2027 school year:

STUDENT IDENTIFIER	DISTRICT OF RESIDENCE	GRADE
52985053	CENTERVILLE	11 th
527101040	POWER	9 TH
527101557	POWER	11 TH
6211828	POWER	12 TH
531111459	SIMMS HS	10 TH
53123710	SIMMS HS	10 TH
53123813	SIMMS HS	11 TH
529121203	SIMMS HS	12 TH
52791726	SRVD	2 ND
530125138	SRVD	8 TH
53123537	VAUGHN	4 TH
61102342	VAUGHN	6 TH
6135125	VAUGHN	8 TH

FISCAL IMPLICATIONS


Tuition fees to be paid for by the District of Residence.

RECOMMENDATION

The District Board is requested to approve the Incoming Student Attendance Agreements for the students listed above, with tuitions to be paid for by the District of Residence.

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](#)

	Thompson	Sunchild	Skornogowski	Johnson	Henning	Duff	Bronson
	Motion						
	Second						
	Ayes						
	Nays						
	Abstain						

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. F.

CABINET MEMBER: Luke Diekhans

TOPIC

Outstanding (More Than One Year Old) Warrants (Checks)

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

Requesting permission to cancel outstanding warrants (checks) in accordance with Section [20-9-223, MCA](#), 1971.

DISCUSSION

The Trustees of any school district shall be authorized to cancel any warrant (check) that has been issued for at least one (1) year. The contractual obligations of the District that have been satisfied by the issuance of the check shall not be terminated until the time specified by [Montana State Codes Title 27-2-202](#) (1) has elapsed (8 years). When a warrant (check) has been cancelled and the obligation has not terminated under [Montana State Codes Title 27-2-202 \(1\)](#), the District may issue a duplicate warrant (check) without completion of an indemnity bond by the payee.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve the cancelation of the outstanding warrants (checks) listed on the attached list in accordance with Section [20-9-223, MCA](#), 1971.

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

[Return to Agenda](#)

Great Falls Public Schools
Great Falls, Montana
Date 6/8/2026

TO: Board of Trustees
Great Falls Public Schools

FROM: Mr. Luke Diekhans
Director of Business Operations

RE: Cancellation of Outstanding Warrants (Checks)

Permission is hereby requested to cancel the following outstanding warrants (checks) in accordance with Section 20-9-223, M.C.A., 1971, namely, "The trustees of any school district shall be authorized to cancel any warrant (check) that has been issued for at least one (1) year. However, the contractual obligations of the district that have been satisfied by the issuance of the warrant (check) shall not be terminated until the time specified by 27-2-202 (1) has elapsed. When a warrant (check) has been cancelled and the obligation has not terminated under 27-2-202 (1), the district may issue a duplicate warrant (check) without completion of an indemnity bond by the payee."


WARRANT (CHECK) MONTH & YEAR OF ISSUE AMOUNT NUMBER

ACCOUNT PAYABLE	Date	Amount	Code
135080	7/11/2024	\$59.00	101.21.120.2213.582.000
135105	7/18/2024	\$72.99	151.04.280.1000.582.000
135248	8/1/2024	\$3254.09	101.60.120.2620.610.000
135420	8/15/2024	\$77.53	101.70.120.2641.615.000
135832	9/5/2024	\$500.00	201.00.621.0000.000.152
136067	9/19/2024	\$72.00	201.53.720.3500.340.000
136234	10/3/2024	\$135.26	201.08.150.2213.582.000
136420	10/10/2024	\$31.20	112.00.000.1611.000.000
136596	10/24/2024	\$51.38	101.99.120.1000.581.000
136629	10/31/2024	\$350.00	224.53.720.3500.660.056
136632	10/31/2024	\$34.59	101.70.120.2630.610.080
136905	11/14/2024	\$25.58	101.99.120.1000.581.000/201.99.150.1000.581.000
137056	11/27/2024	\$70.00	224.00.000.1920.000.806
137067	11/27/2024	\$35.00	201.52.720.3500.340.000
137095	11/27/2024	\$120.00	201.06.710.3460.582.000
137120	12/5/2024	\$108.24	101.99.120.1000.581.000/201.99.150.1000.581.000
137300	12/12/2024	\$343.00	101.53.720.3500.340.000
137459	12/26/2024	\$59.82	101.99.120.1000.581.000/201.99.150.1000.581.000
137465	12/26/2024	\$69.15	101.99.120.1000.581.000
137501	12/26/2024	\$100.63	101.99.120.1000.581.000
137849	1/23/2025	\$110.00	101.99.120.1000.581.000/201.99.150.1000.581.000

83456	2/28/25	\$59.73	115.03.456.2100.118.314
83500	3/10/25	\$1808.03	101.99.120.1000.122.00/201.99.150.1000.122.000
83501	3/10/25	\$96.97	101.99.120.1000.122.00
83668	3/13/25	\$54.04	115.03.456.2100.118.314
83682	3/13/25	\$45.51	115.03.456.2100.118.314
83865	4/30/25	\$3910.92	101.99.120.1000.122.000
83875	4/30/25	\$54.04	115.03.456.2100.118.314
83890	4/30/25	\$48.35	115.03.456.2100.118.314
83946	5/9/25	\$53.10	101.99.120.1000.122.000
84117	5/30/25	\$45.51	115.03.456.2100.118.314
84125	5/30/25	\$23.63	121.99.120.1000.160.000
84132	5/30/25	\$64.42	121.99.120.1000.160.000/115.03.456.2100.118.314
84180	6/10/25	\$96.97	221.99.150.2000.160.000
84238	6/13/25	\$7392.69	101.44.120.1000.112.000
84253	6/30/25	\$387.32	101.99.120.1000.122.000
84261	6/30/25	\$64.83	101.43.120.000.152.000
84312	6/30/25	\$55.72	221.99.150.2000.160.000
84366	6/30/25	\$30.72	221.99.150.2000.160.000
84367	6/30/25	\$55.12	221.99.150.2000.160.000
		TOTAL	
		\$66,012.97	

STUDENT ACTIVITY	Date	Amount	Code
138369	8/29/24	\$65.00	208.30.3.562
138897	11/07/2024	\$28.00	112.30.3.306
138910	11/07/2024	\$8.00	112.30.3.306
139184	2/17/2024	\$61.80	208.30.5.502
139263	12/19/2024	\$259.52	206.33.3.114
139283	12/26/2024	\$41.28	138.30.3.332
139402	1/14/2025	\$16.00	112.30.3.306
139417	1/14/2025	\$8.00	112.30.3.306
139527	1/28/2025	\$72.00	208.32.3.114
139540	1/28/2025	\$225.00	208.30.5.553
139545	1/30/2025	\$27.00	208.30.5.595
139640	2/06/2025	\$19.99	112.30.5.010
139775	2/25/2025	\$25.00	112.30.4.339
139906	3/06/2025	\$55.23	208.30.5.595
139913	3/11/2025	\$6.00	112.30.3.306
139924	3/11/2025	\$30.00	208.30.5.004
139974	3/18/2025	\$10.00	112.30.3.306
140013	3/25/2025	\$10.00	112.30.3.306
140025	3/25/2025	\$10.00	112.30.3.306
140200	4/14/2025	\$30.90	206.30.5.003
140222	4/15/2025	\$50.00	206.30.3.634
140291	4/24/2025	\$70.00	208.30.3.504
140301	4/24/2025	\$50.00	208.30.3.505
140467	5/13/2025	\$108.00	208.32.3.120

140523	5/20/2025	\$165.00	112.30.4.339
140703	6/03/2025	\$650.00	208.30.3.518
140770	6/12/2025	\$168.80	206.30.3.645
140784	6/12/2025	\$142.43	206.30.3.645
140838	6/25/2025	\$20.00	206.30.3.501
140848	6/25/2025	\$15.00	206.30.5.336
140851	6/25/2025	\$30.00	206.30.5.336
140855	6/25/2025	\$15.00	206.30.5.336
140856	6/25/2025	\$50.00	206.30.3.590
140857	6/25/2025	\$50.00	206.30.3.590
140859	6/25/2025	\$50.00	206.30.3.590
		Total	
		\$2642.95	

	Thompson	Sunchild	Skomogowski	Johnson	Hening	Duff	Bronson
	Motion						
	Second						
	Ayes						
	Nays						
	Abstain						

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. A.

CABINET MEMBER: Lance Boyd

TOPIC

2026-2027 Secondary Student Class Fees

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

Great Falls Public Schools Secondary Schools require lab/course fees as a means to provide additional materials and opportunities that will enhance instruction, beyond what is traditionally delivered. It is important to note that class fees are for consumable supplies that students use yearly. These courses often require additional materials, activities or actions that incur a cost, which is passed to families/students. The list of possible course fees is attached to this report.

Discussion

GFPS has received support through The Montana Advanced Opportunities Act, to offset Career Technical Education (CTE) associated costs. Schools worked with the Executive Director's Office and the Business Office to develop a process that allows families to access reimbursements for qualifying CTE courses/costs. Lab fees are identified on the attached sheet. Many lab fees for the 2026-2027 school year will remain consistent. In areas where fees have gone up, the increase is a result of elevated supply expenses. Lab fees which may be eligible for reimbursement are denoted with a (*). Families need to verify with their school as CTE identified classes vary from school to school.

FISCAL IMPLICATIONS

N/A

RECOMMENDATION


The District Board is requested to approve the 2026-2027 secondary student class fees as presented in the attached document.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001 or Executive Directors of Student Achievement Jackie Mainwaring at (406) 268-6006 or Lance Boyd at (406) 268-6008.

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Department	2023-2024	2024-2025	2025-2026	2026-2027
Art Department	* CTE			
Art Workshop 1-2	\$0.00	\$0.00	\$5.00	\$5.00
Art Workshop 1-2 Honors	\$0.00	\$0.00	\$20.00	\$20.00
Ceramics	\$40.00	\$40.00	\$40.00	\$40.00
Painting/Drawing	\$35.00	\$35.00	\$35.00	\$35.00
Photography	\$35.00	\$35.00	\$35.00	\$35.00
Printmaking	\$35.00	\$35.00	\$35.00	\$35.00
Sculpture	\$40.00	\$40.00	\$40.00	\$40.00
Studio in Ceramics/Sculpture	\$40.00	\$40.00	\$40.00	\$40.00
Studio in Painting/Printmaking	\$35.00	\$35.00	\$40.00	\$40.00
Studio in Photography	\$35.00	\$35.00	\$35.00	\$40.00
Studio in Graphic Design/Photography	\$35.00	\$35.00	\$40.00	\$40.00
AP Art & Design	\$60.00	\$60.00	\$60.00	\$60.00
FCS Department				
*Developing Child (1-2 and 3-4)	\$50.00	\$50.00	\$50.00	\$ 50.00
*Culinary Arts 1-2	\$75.00	\$75.00	\$100.00	\$ 80.00
*Culinary Arts 3/Hospitality	\$75.00	\$75.00	\$100.00	\$ 80.00
*Fashion, Design & Construction 1	\$25.00	\$25.00	\$25.00	\$ 25.00
*Fashion, Design & Construction 2	\$25.00	\$25.00	\$25.00	\$ 25.00
*Fashion, Design & Construction 3	\$25.00	\$25.00	\$25.00	\$ 25.00
*Interior Design 1	\$25.00	\$25.00	\$25.00	\$ 25.00
*Interior Design 2	\$25.00	\$25.00	\$25.00	\$ 25.00
*Prep for Life	\$5.00	\$5.00	\$0.00	\$ -
*Design 3	\$25.00	\$25.00	\$25.00	\$ 25.00
Health Science Department				
*Anatomy/Physiology CTE Honors	\$30.00	\$30.00	\$30.00	\$ 30.00
*Intro to Anatomy & Physiology	\$15.00	\$30.00	\$30.00	\$ 30.00
*Intro to Athletic Training	\$25.00	\$25.00	\$25.00	Not offering
* EMT	\$35.00	\$35.00	\$35.00	\$ 35.00
IT Department				
*Welding 1	\$25.00	\$50.00	\$50.00	\$50.00
*Welding 2	\$45.00	\$90.00	\$90.00	\$90.00
*Welding 3	\$45.00	\$90.00	\$90.00	\$90.00
*Metals Manufacturing (CMR)	\$25.00	\$50.00	\$50.00	\$50.00
*DC Electricity (CMR)	\$20.00	\$40.00	\$40.00	\$40.00
*Intro to Electricity (CMR)	\$20.00	\$80.00	\$80.00	\$80.00
*Intro to Metals (CMR)	\$20.00	\$80.00	\$80.00	\$80.00
*Intro to Woods (CMR)	\$20.00	\$80.00	\$80.00	\$80.00
*Residential Electricity	\$25.00	\$50.00	\$50.00	\$50.00
*Power Technology	\$20.00	\$40.00	\$40.00	\$40.00
*Applied Physics (GFH)	\$25.00	\$50.00	\$50.00	\$50.00
*Intro to Auto Electricity (GFHS)	\$25.00	\$50.00	\$50.00	\$50.00
Automotive Technology & Auto ASE-PGEC	\$40.00	\$80.00	\$80.00	\$80.00
*Consumer Mechanics	\$20.00	\$40.00	\$40.00	\$40.00

Department	2023-2024	2024-2025	2025-2026	2026-2027
*Pre-Construction	\$25.00	\$50.00	\$50.00	\$50.00
*Woods 1-2	\$45.00	\$90.00	\$90.00	\$90.00
*Woods 3-4	\$20.00	\$40.00	\$40.00	\$40.00
*High School House	\$25.00	\$50.00	\$50.00	\$50.00
*Drafting 1		\$20.00	\$20.00	\$20.00
*Applied Drafting 2		\$20.00	\$20.00	\$20.00
Intro to Building Trades (GFHS)				\$20.00
<i>Music Department - wardrobe & rental fees</i>				
Instrument rentals are \$20 for F/R and \$70 for regular price on top of the uniform fees listed				
Guitar 101-guitar rental ONLY	\$15.00	\$15.00	\$15.00	\$15.00
Choir (all)- wardrobe	\$10.00	\$10.00	\$10.00	\$10.00
Band (all)- wardrobe	\$10.00	\$10.00	\$27.00	\$27.00
Orchestra (all) - wardrobe	\$10.00	\$10.00	\$27.00	\$27.00
<i>Science Department</i>				
*Biology 3-4	\$20.00	\$20.00	\$25.00	\$25.00
*AP Biology	\$20.00	\$20.00	\$15.00	\$15.00
*AP Chemistry / Adv Chem - MT Tech	\$20.00	\$20.00	\$20.00	\$15.00
*Honors Chem	\$20.00	\$20.00	\$20.00	\$20.00
Forensic Science (CMR)	\$15.00	\$15.00	\$20.00	\$20.00
*AP Physics I	\$15.00	\$15.00	\$15.00	0
*AP Physics II (pre-engineering)	\$15.00	\$15.00	\$15.00	0
<i>Cosmetology</i>				
Intro, Intermediate, & Advanced				\$150.00
<i>Misc</i>				
* Weightlifting			\$25.00	\$25.00
*JROTC/GFHS (cleaning deposit)	\$50.00	\$50.00	\$50.00	\$50.00

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. B.

CABINET MEMBER: Lance Boyd

TOPIC

2026-2027 Facilities Usage Fees

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

Great Falls Public Schools spent the last two years evaluating facility usage across all our buildings and properties in Great Falls. During this process we have looked at usage, wear and tear on equipment and facilities and our own students' needs in GFPS for access for activities and athletics. During this process it has been determined that the current rates that have been in place for more than a decade do not meet the costs of staffing those facilities for community use or the replacement of equipment over time. GFPS values our local community and wants our community to access our facilities as they need for community use.

Discussion

District facilities are used extensively throughout the year, with activity occurring nearly every day. This level of use has a significant impact not only on the facilities themselves, but also on the engineering and custodial staff responsible for supporting many of these events. To help balance facility use with employee time off, blackout dates were implemented last year during holiday periods when facilities were not otherwise in use.

Community use of District facilities continued to grow, increasing to 408 events during the past calendar year—a 6.8% increase over the previous year. While these events generated approximately \$57,500 in rental fees and custodial overtime revenue, those funds do not fully offset the District's costs of hosting the events. Rising utility expenses, including electricity, natural gas, water, and sewer services, along with substantial increases in building maintenance costs, have significantly increased the overall cost of facility operations.

As a result, the proposed rental fee increase is intended to more accurately reflect the District's actual costs associated with facility use.

FISCAL IMPLICATIONS

See the attached facility usage document reflecting new fees for 2026-2027 school year.


RECOMMENDATION

The District Board is requested to approve the 2026-2027 facilities usage fees as presented.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001, Director of Business Operations Luke Diekhans at (406) 268-6050 or Executive Director of Student Achievement Lance Boyd at (406) 268-6008.

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Facility	Fee now	Proposed Fee	Finalized Fee
Gyms			
High School	200, 325		
Fieldhouse		500	
Aux, Old Gym, Paris		400	
Middle School	125	300	
Elementary	50	50/1 st hour 30/hour after	
Practices	25/2 hours	50/1 st hour 30/hour after	
Fields			
Memorial	600 daytime 750 night	800 day 1000 or 1200 night	
Practice Fields	50	50/1 st hour 30/hour after	
Auditoriums	300	500	
Misc			
Hubs, STEM Conf, Paris Cafe	50	100/1 st hour 50/hour after	
Library	50	50/1 st hour 30/hour after	
Computer Labs	75	50/1 st hour 30/hour after	
Classrooms	50	50/1 st hour 30/hour after	
Cafeteria	50	50/1 st hour 30/hour after	
Wrestling Rooms	200/season	200/season	
Coaches Camps	75	75	
Pool			

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. C.

CABINET MEMBER: Heather Hoyer

TOPIC

Second Reading of Board Policies **5120 (Revised)** – *Hiring Process and Criteria*; **5120F (Delete)** – *Determination of Eligibility for Hire Form*; **7625 (Revised)** – *Use of Enhanced Tax Credit Receipts*; and **8301 (Revised)** – *District Safety*.

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

A committee consisting of Superintendent Heather Hoyer, Director of Business Operations Luke Diekhans, Director of Human Resources Heather Spurzem, Executive Directors of Student Achievement Jackie Mainwaring and Lance Boyd, Business Office Lead Aly Konecny, Executive Assistant to the Superintendent Sherri Clark, Administrative Assistant Jerri Rollins and Trustees Bill Bronson, Craig Duff, and Paige Henning have been meeting to discuss and make changes where necessary on the policies mentioned above.

DISCUSSION

- Policy 5120** Language changes as recommended by MTSBA and the Committee.
- Policy 5120F** Deleted Policy as recommended by the Committee.
- Policy 7625** Language changes as recommended by the Committee.
- Policy 8301** Language changes as recommended by the Committee.

The first reading of the Board policies listed above was at the May 26, 2026 Regular Board meeting.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve Board Policies **5120 (Revised)** – *Hiring Process and Criteria*; **5120F (Delete)** – *Determination of Eligibility for Hire Form*; **7625 (Revised)** – *Use of Enhanced Tax Credit Receipts*; and **8301 (Revised)** – *District Safety* as presented.

[Return to Agenda](#)

2
3 **PERSONNEL**

4
5 Hiring Process and Criteria

6
7 The Superintendent is responsible for recruiting personnel, in compliance with Board policy, and
8 making hiring recommendations to the Board. The District will make every effort to hire
9 personnel appropriately licensed and endorsed in accordance with state statutes and Board of
10 Public Education rules, consistent with budget and staffing requirements and will comply with
11 Board policy and state law on equal employment opportunities and veterans' preference. All
12 applicants must complete a District application form in order to be considered for employment.
13 Each applicant must provide a written authorization for a fingerprint *based federal* criminal
14 background investigation. The ~~Superintendent~~ *Human Resources Director* or designee will keep
15 a conviction record confidential as required by law and District policy. Each newly hired
16 employee must complete an Immigration and Naturalization Service (I-9) Form, as required by
17 federal law.

18
19 Employment of Employee Family Members

20
21 Members of an employee's immediate family may be considered for employment by Great Falls
22 Public Schools provided the individual possesses all the qualifications for the position for which
23 he/she is applying. However, under no circumstances, may one member of an immediate family
24 hire, promote, or supervise an immediate family member nor shall the regular hiring or
25 evaluation processes of the District be suspended to accommodate immediate family members.
26 In order to avoid undue influence in the evaluation process, two members of an immediate
27 family may not be assigned to the same school in a direct line of supervision, unless authorized
28 by the Superintendent due to extenuating circumstances. Further, family members shall
29 disqualify themselves from any personnel matter, such as employment, assignment, promotion,
30 compensation, evaluation, discipline, suspension or dismissal, of his or her immediate family.

31
32 For the purposes of this policy, immediate family members shall include: spouse, brother, sister,
33 parent, step-parent, children, step-children, father-in-law, mother-in-law, brother-in-law, sister-
34 in-law, daughter-in-law, son-in-law, grandmother, grandfather, grandchild, adopted children of
35 the employee or the spouse of the employee, and any other member of the employee's
36 household.

37
38 Certification

39
40 The District shall require that its certificated and licensed staff hold a valid Montana certificate
41 or license that demonstrates proper endorsement and licensure for the role and responsibilities
42 for which they are employed. Failure to meet this requirement shall be just cause for termination
43 of employment. No salary warrants may be issued to the staff member unless a valid certificate
44 for the role to which the teacher has been assigned has been registered with the County
45 Superintendent within sixty (60) calendar days after the term of service begins. Each contracted
46 teacher and/or administrator shall bring their current, valid *and registered license certificate* at

1 the time of *employment and at each renewal of certification as well as at the time of initial*
2 *employment to the Human Resources Office.*
3 The Human Resource Office shall ~~register all certificates, noting the class and endorsement and~~
4 ~~updating~~ *update* the Employee Information System as necessary. In addition, the ~~personnel~~
5 *Human Resource* office will retain a copy of each contracted ~~certificated~~ *certified* employee's
6 *current, valid, and registered certificate license* in the employee's personnel file *for a minimum*
7 *of two (2) years.*

8 9 Reference Checks

10
11 The Board authorizes the Superintendent or ~~the Superintendent's~~ designee to inquire ~~of~~ *from* past
12 employers about an applicant's employment on topics including but not limited to: title, role,
13 reason for leaving, work ethic, punctuality, demeanor, collegiality, putting the interests of
14 students first, and suitability for the position in the District. Responses to these inquiries should
15 be documented and considered as part of the screening and hiring process.

16 17 Employment Procedures

18
19 ~~In collaboration with Central Administration, the~~ *The* Human Resources Director will develop a
20 hiring procedure that invites, identifies, and selects quality employees. The Human Resources
21 Director, with District administrators and supervisors, will screen, interview and recommend
22 through the Superintendent to the Board of Trustees, persons for employment. Periodically the
23 Human Resources Director will present a review of the district hiring procedures to the Board of
24 Trustees.

25 26 Cross Reference:

27 Policy 5122 Fingerprinting and Criminal Background Investigations
28 Policy 5010 Equal Employment Opportunity & Non-Discrimination

29 30 Legal Reference:

31 § 20-3-323, *MCA District policy and record of acts*
32 § 20-4-202, *MCA Teacher and specialist certification registration*
33 § 39-29-102, *MCA Point preference or alternative preference in initial hiring for certain*
34 *applicants – equivalent selection procedure*

35 36 Policy History:

37 Adopted on: July 1, 2000
38 Revised on: November 12, 2007
39 Revised on: August 23, 2010
40 Revised on: February 12, 2018
41 Revised on: April 29, 2019
42 Revised on: March 8, 2021
43 *Revised on:*

1 Great Falls School District

2

3 **PERSONNEL** _____ 5120F

4

5 **GREAT FALLS PUBLIC SCHOOLS**

6 _____ 1100 4th Street South

7 _____ Great Falls, MT 59405

8

9 **Determination of Eligibility for Hire**

10

11 (Date)

12 RE: [NAME OF APPLICANT]

13

14 In regards to the determination of eligibility for hire/licensure; based on the minimum criteria as
15 specified in the Great Falls Public School District Applicant Background Check Procedure, the
16 individual listed below:

17

18

19 _____
Name _____ Date of Birth _____

20

21

22

23 **Meets eligibility criteria**

24

25 **Does NOT meet eligibility criteria**

26

27 Please contact Great Falls Public School District with any questions regarding this
28 determination or to be provided with a copy of the Great Falls Public School District Applicant
29 Background Check Procedure.

30

31 _____

32

33 **Determination Completed By:**

34

35

36 _____
Signature _____ Printed Name _____

37

38

39 _____
Title _____ Date _____

40

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42

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44

1 ~~Privacy Act Statement~~

2

3 ~~This privacy act statement is located on the back of the FD-285 fingerprint card.~~

4

5 ~~Authority: the FBI's acquisition, preservation, and exchange of fingerprints and associated~~
6 ~~information is generally authorized under 28 U.S.C. 534. Depending on the nature of your~~
7 ~~application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L.~~
8 ~~92-544, Presidential Executive Orders, and Federal regulations. Providing your fingerprints and~~
9 ~~associated information is voluntary; however, failure to do so may affect completion or approval~~
10 ~~of your application.~~

11

12 ~~Principal Purpose: Certain determinations, such as employment, licensing, and security~~
13 ~~clearances, may be predicated on fingerprint-based background checks. Your fingerprints and~~
14 ~~associated information/biometrics may be provided to the employing, investigating, or otherwise~~
15 ~~responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other~~
16 ~~fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems~~
17 ~~(including civil, criminal, and latent fingerprint repositories) or other available records or the~~
18 ~~employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints~~
19 ~~and associated information/biometrics in NGI after the completion of this application and, while~~
20 ~~retained, your fingerprints may continue to be compared against other fingerprints submitted to~~
21 ~~or retained by NGI.~~

22

23 ~~Routine Uses: During the processing of this application and for as long thereafter as your~~
24 ~~fingerprints and associated information/biometrics are retained in NGI, your information may be~~
25 ~~disclosed pursuant to your consent, and may be disclosed without your consent as permitted by~~
26 ~~the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the~~
27 ~~Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine~~
28 ~~Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or~~
29 ~~authorized non-governmental agencies responsible for employment, contracting, licensing,~~
30 ~~security clearances, and other suitability determinations; local, state, tribal, or federal law~~
31 ~~enforcement agencies; criminal justice agencies; and agencies responsible for national security~~
32 ~~or public safety.~~

33

34 ~~As of 03/01/2021~~

35

36

37

38

39

40

41 Policy History

42 ~~Adopted on: September 27, 2021~~

43

44

45

5 Use of Enhanced Tax Credit Receipts

7 On receiving a donation from an enhanced tax credit, the District shall seek preapproval, in a
8 manner prescribed by the Department of Revenue (DOR), that the amount of tax credit sought by
9 the taxpayer is available under the aggregate limit set in statute. Upon preapproval by the DOR,
10 the District shall issue a receipt, in a form prescribed by the DOR, to each contributing taxpayer
11 indicating the value of the donation received and documenting the preapproval of the credit.

13 The District shall use the funds received from an enhanced tax credit for innovative educational
14 programs specified in law which are defined as:

- 15 • Transformational learning as defined in Section 20-7-1602, MCA;
- 16 • Advanced opportunity as defined in Section 20-7-1503, MCA;
- 17 • Any program, service, instructional methodology, or adaptive equipment used to expand
18 opportunity for a child with a disability as defined in Section 20-7-401, MCA;
- 19 • Any courses provided through work-based learning partnerships or for postsecondary
20 credit or career certification under Policy 2600; ~~and~~
- 21 • Technology enhancements, including but not limited to any expenditure incurred for
22 purposes specified in Section 20-9-533, MCA; *and*
- 23 • *Capital improvements and equipment necessary to support innovative educational*
24 *programs Public School Districts accept donations for the purpose of the credit. They*
25 *may not retain donations that exceed either:*
 - 26 ○ *The greater of \$50,000 or 15% of the Public School District’s maximum general*
27 *fund budget; or*
 - 28 ○ *20% of the total aggregate credit amount*

30 Cross Reference

31 Policy 2161	Special Education
32 Policy 2161R	Special Education
33 Policy 2168	Distance, Online and Technology Delivered Learning
34 Policy 2169	Proficiency Based Transformational Learning
35 Policy 2600	Work Experience/Internship Program

37 Legal References

38 Title 15, Chapter 30, Part 31, MCA	Tax Credit for Qualified Education Contributions
39 § 20-7-401, MCA	Definitions
40 § 20-7-1503, MCA	Definitions
41 § 20-7-1602, MCA	Incentives for Creation of Transformational Learning 42 Programs
43 § 20-9-533, MCA	Technology Acquisition and Depreciation Fund Limitations

45 Policy History

46 Adopted on: May 9, 2022

1 *Revised on:*

2
3 **NON-INSTRUCTIONAL OPERATIONS**

4
5 District Safety

6
7 For purposes of this policy, “disaster means the occurrence or imminent threat of damage, injury,
8 or loss of life or property.”

9
10 The Board recognizes that safety and health standards should be incorporated into all aspects of
11 the operation of the District. Rules for safety and prevention of accidents will be posted in
12 compliance with the Montana Safety Culture Act and the Montana Safety Act. Injuries and
13 accidents will be reported to the District office.

14
15 The Board of Trustees has identified the following local hazards that exist within the boundaries
16 of its school district: fire, earthquake, high winds, tornadoes, intruders, weapons, *floods*, and
17 man-made disasters. The Board shall adopt a school safety plan or emergency operations plan for
18 such hazards relating to school buildings and facilities, communications systems, and school
19 grounds with the input from the local community and that addresses coordination with the
20 County Interdisciplinary Child Information and School Safety Team provided for in Policy 4410.
21 This plan shall be reviewed annually.

22
23 The plan must include the following threat assessment practices:

- 24
25 • The adoption of a threat assessment protocol, outlining policies and procedures for
26 implementation when there is notification of a student threat of harm to others or
27 property; and
28 • Identified threat assessment teams, composed of key staff, that meet as needed *and* may
29 include a behavioral threat assessment addressing students in need of academic and
30 behavioral support or interventions.

31
32 The Superintendent, or designee, shall design and incorporate drills in its school safety or
33 emergency operations plan to address the above stated hazards. This plan and procedures will be
34 discussed and distributed to each teacher at the beginning of each school year. There will be at
35 least eight (8) disaster drills a year in a school. All teachers will discuss safety drill procedures
36 with their class at the beginning of each *school* year and will have them posted in a conspicuous
37 place next to the exit door. Drills must be held at different hours of the day or evening to avoid
38 distinction between drills and actual disasters. A record will be kept of all disaster drills.

39
40 The Trustees shall review the school safety or emergency operations plan periodically and
41 update the plan as determined necessary by the Trustees based on changing circumstances
42 pertaining to school safety. Once the Trustees have made the certification to the Office of Public
43 Instruction, the Trustees may transfer funds pursuant to Section 2, 20-1-401, MCA to make
44 improvements to school safety and security.

1 The Superintendent or designee will develop safety and health standards which comply with the
2 Montana Safety Culture Act.

3
4 To ensure a safe school setting and to comply with regulations governing schools in Montana,
5 the following safety measures shall be implemented in the District:
6


- 7 a) Janitorial and other storage areas that contain toxic or hazardous materials must be kept
8 locked between periods of use. Custodial closets, boiler rooms, and other areas where
9 hazardous or poisonous compounds are stored must be inaccessible to students.
- 10 b) All cleaning compounds and other toxic chemicals not stored in the product container or
11 package in which it was obtained must be stored in a labeled container that clearly
12 identifies the product by name.
- 13 c) Chemicals must be stored *in appropriate and labeled storage closets, containers, and/or*
14 *designated refrigerators*, as specified by the chemicals' Safety Data Sheet.
- 15 d) The school and school site must be free of objects or conditions which create
16 unreasonable or unnecessary dangers to health or safety.
- 17 e) First aid kits, *eye washing stations*, and AEDs must be provided and stored in accessible
18 locations that are easily identifiable to staff and trained personnel.
- 19 f) Playground and school yards must be inspected every month by the facility manager or
20 other school personnel and the inspection must be recorded and records kept on the
21 school site. Inspections must be conducted using a playground safety checklist approved
22 by the DPHHS.
- 23 g) Playground inspection results must be made available for review by the local health
24 authority or the DPHHS upon request.
- 25 h) Periodic maintenance and repair must be performed on playground equipment according
26 to the manufacturer's specifications. Repairs not including the leveling of fall protection
27 material must be documented.
- 28 i) Playground equipment must be maintained in a safe condition *and may be removed by the*
29 *District when safety standards are not met.*
30

31 Legal References:

32 § 20-1-401, MCA	Disaster Drills to be Conducted Regularly – Districts to Identify 33 Disaster Risks and Adopt School Safety Plan
34 § 20-1-402, MCA	Number of Disaster Drills Required – Time of Drills to Vary
35 § 39-40-1501, et seq., MCA	Montana Safety Culture Act
36 37.111.812, ARM	Safety Requirements
37 Chapter 348 (2023)	School Safety Teams

38
39 Policy History:

40 Adopted on:	July 1, 2000
41 Revised on:	August 22, 2005
42 Revised on:	June 9, 2014
43 Revised on:	February 8, 2021
44 Revised on:	November 22, 2021
45 Revised on:	August 21, 2023
46 <i>Revised on:</i>	

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. D.

CABINET MEMBER: Luke Diekhans

TOPIC

Second Reading of the Annual Review of Board Policies 3300 – *Suspension and Expulsion* and 3311 – *Firearms and Weapons*

STRATEGIC PLAN

Healthy, Safe and Secure Schools

BACKGROUND

In accordance with [Section 20-5-202\(2\)\(a\), MCA](#): "The trustees of a district shall adopt a policy for the expulsion of a student who is determined to have brought a firearm, as defined in [18 U.S.C. 921](#), to school and for referring the matter to the appropriate local law enforcement agency. A student who is determined to have brought a firearm to school under this subsection must be expelled from school for a period of not less than one (1) year, except that the trustees may authorize the school administration to modify the requirement for expulsion of a student on a case-by-case basis. The trustees shall annually review the District's weapons policy and any policy adopted under this subsection (2)(a) and update the policies as determined necessary by the trustees based on changing circumstances pertaining to school safety."

DISCUSSION

The first reading of the annual review of Board Policies 3300 and 3311 was at the May 26, 2026 regular Board Meeting. Minor changes are recommended by MTSBA and the Policy Committee.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve the recommended minor language changes to Board Policies 3300 – *Suspension and Expulsion* and 3311 – *Firearms and Weapons* 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](#)

1 **Great Falls School District**

2
3 **STUDENTS**

3300

4
5 Suspension and Expulsion – Corrective Actions and Discipline

6
7 Suspension

- 8 • “Suspension” means the exclusion of a student from attending individual classes or
9 school and participating in school activities for an initial period not to exceed ten (10)
10 school days. An administrator may order suspension of a student.

11
12 The procedure set forth below will be followed when proposed punishment of a student is to
13 include denial of the right of school attendance from any single class or from a full schedule of
14 classes for at least one (1) day.

15
16 Before any suspension is ordered, a building administrator will meet with a student to explain
17 charges of misconduct, and the student will be given an opportunity to respond to the charges.

18
19 When a student’s presence poses a continuing danger to persons or property or poses an ongoing
20 threat of disruption to the educational process, a pre-suspension conference will not be required,
21 and an administrator may *emergency* suspend a student immediately. In such cases, a building
22 administrator will provide notice of, and schedule a conference as soon as practicable following
23 the suspension.

24
25 A building administrator will report any suspension immediately to a student’s parent or legal
26 guardian. An administrator will provide a written report of suspension that states reasons for a
27 suspension, including any school rule that was violated, and a notice to a parent or guardian of
28 the right to a review of the suspension. The parent or legal guardian may use the Uniform
29 Complaint Procedure if they disagree with the suspension.

30
31 Upon a finding by a school administrator that the immediate return to a school by a student
32 would be detrimental to the health, welfare, or safety of others or would be disruptive of the
33 educational process, a student may be suspended for ~~one (1)~~ an additional period of time not to
34 exceed ten (10) school days, if the student is granted an informal hearing with the school
35 administrator prior to the additional suspension, and if the decision to impose the additional
36 suspension does not violate the Individuals with Disabilities Education Act (IDEA) or
37 Rehabilitation Act.

38
39 Make-up Work

- 40
41 1. K-12 students who are absent, as a result of an out-of-school suspension, have the right to
42 make up the work missed. They will work with the school to determine a timeline to
43 complete the work.
44 2. Paris Gibson Education Center students who are absent, as a result of an out-of-school
45 suspension, may continue their work upon reinstatement.
46 3. Teachers are not expected to reconstruct lessons taught while students are on suspension.

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Expulsion

- “Expulsion” is any removal of a student for more than twenty (20) school days without the provision of educational services. Expulsion is a disciplinary action available only to the Board.

The Board, and only the Board, may expel a student from school and may do so only after following due process procedures set forth below.

Upon recommendation from the Superintendent, the Board will provide written notice to a student and parent or legal guardian of a hearing to consider a recommendation for expulsion, which will be sent by registered or certified mail, or hand delivered, at least five (5) schools days before the date of the scheduled hearing. The notice will include time and place of hearing, information describing the process to be used to conduct the hearing, and notice that the Board intends to conduct the hearing in closed session unless a parent or legal guardian waives the student’s right to privacy.

Within the limitation that a hearing must be conducted during a period of student suspension, a hearing to consider expulsion may be rescheduled when a parent or legal guardian submits a request showing good cause to the Superintendent at least two (2) school days before a hearing date as originally scheduled. The Superintendent will determine if a request shows good cause to reschedule a hearing.

The student has the right to be present for the duration of the hearing. At the hearing the student may be represented by counsel and ask questions, present perspectives, and provide witnesses or documentation. The Board is not bound by formal rules of evidence in conducting the hearing.

Each school shall maintain a record of any disciplinary action that is educationally related, with explanation, taken against the student. When the Board of Trustees takes disciplinary action against a student, the Board must keep a written record of the action taken, with detailed explanation, even if the disciplinary action is decided during a closed session. A disciplinary action that is educationally related is an action that results in the expulsion or out-of-school suspension of the student. This record must be maintained/destroyed consistent with Montana Local Government Records Schedule 7 and is subject to transfer to a local educational agency, accredited school, or nonpublic school pursuant to 20-1-213, MCA.

Procedures for Suspension and Expulsion of Students with Disabilities

The District will comply with provisions of the Individuals with Disabilities Education Act (IDEA) and Rehabilitation Act when disciplining students. The Board will not expel any special education student when the student’s particular act of gross disobedience or misconduct is a manifestation of the student’s disability. The Board may expel pursuant to its expulsion procedures any special education student whose gross disobedience or misconduct is not a manifestation of the student’s disability. A disabled student will continue to receive education services as provided in the IDEA or Rehabilitation Act during a period of expulsion.

1 The Building administrator may suspend a child with a disability from the child’s current
2 placement for not more than ten (10) consecutive school days for any violation of school rules,
3 and additional removals of not more than ten (10) consecutive school days in that same school
4 year for separate incidents of misconduct, as long as those removals do not constitute a change of
5 placement under 34 CFR 300.519(b), whether or not a student’s gross disobedience or
6 misconduct is a manifestation of a student’s disabling condition. Any special education student
7 who has exceeded or who will exceed ten (10) days of suspension may temporarily be excluded
8 from school by court order or by order of a hearing officer, if the District demonstrates that
9 maintaining the student in the student’s current placement is substantially likely to result in
10 injury to the student or to others. After a child with a disability has been removed from his or her
11 placement for more than ten (10) school days in the same school year, during any subsequent
12 days of removal the public agency must provide services to the extent required under CFR
13 300.121(d).

14
15 An administrator may remove from current placement any special education student who has
16 carried a weapon to school or to a school function or who knowingly possesses or uses illegal
17 drugs or sells or solicits the sale of a controlled substance while at school or a school function or
18 inflicts serious bodily injury on another person while at school on school premises, or at a school
19 function under the jurisdiction. A serious bodily injury is one that involves a substantial risk of
20 death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or
21 impairment of the function of a bodily member, organ, or faculty. The District will place such
22 student in an appropriate interim alternative educational setting for no more than forty-five (45)
23 school days in accordance with the IDEA or Rehabilitation Act.

24
25
26 Cross Reference:

27 Policy 3215 1770	Uniform Complaint Procedure
28 Policy 3310	Student Discipline

29
30 Legal Reference:

31 20 U.S.C. 1400, et seq.	Individuals with Disabilities Education Act
32 24 CFR 300.519-521	Procedural Safeguards
33 §20-1-213, MCA	Transfer of School Records
34 §20-4-302, MCA	Discipline and punishment of pupils – definition of 35 corporal punishment – penalty – defense
36 §20-4-402, MCA	Duties of district superintendent or county high school 37 principal
38 §205-5-105, MCA	Attendance officer – powers and duties
39 §20-5-106, MCA	Truancy
40 §20-5-201, MCA	Duties and sanctions
41 §20-5-202, MCA	Suspension and expulsion
42 ARM 10.16.3346	Aversive Treatment Procedures
43 ARM 10.5.910	Student Discipline Records
44 Gross v. Lopez, 419 US 565 (1975)	
45 Section 504 IDEA	

46

1	<u>Policy History:</u>	
2	Adopted on:	July 1, 2000
3	Revised on:	April 24, 2006
4	Revised on:	April 28, 2014
5	Revised on:	August 10, 2015
6	Reviewed on:	May 25, 2017
7	Reviewed on:	May 15, 2018
8	Revised on:	June 10, 2019
9	Reviewed on:	June 8, 2020
10	Reviewed on:	May 24, 2021
11	Reviewed on:	June 13, 2022
12	Revised on:	June 12, 2023
13	Reviewed on:	May 13, 2024
14	Revised on:	June 9, 2025
15	<i>Revised on:</i>	

2
3 **STUDENTS**

4
5 Firearms and Weapons

6
7 *For the purpose of this policy, the term “District/school property” means all school buildings or*
8 *property owned or leased by a local school district that are used for instruction or for student*
9 *activities (MCA 45-8-361 (1)(2)).*

10
11 Firearms

12
13 For the purposes of the firearms section of this policy, the term “firearm” means (A) any weapon
14 (including a starter gun) which will, ~~or~~ is designed to, or may readily be converted to expel a
15 projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any
16 firearm muffler or firearm silencer; or (D) any destructive device pursuant to 18 U.S.C. 921 (4).
17 Such term does not include an antique firearm pursuant to 18 U.S.C. 921 (16).

18
19 It is the policy of the Great Falls Public Schools to comply with the federal Gun Free Schools
20 Act of 1994 and state law 20-5-202 (2), MCA, pertaining to students who bring a firearm to, or
21 possess a firearm at, any setting that is under the control and supervision of the school district. In
22 accordance with 20-5-202 (3), MCA, a teacher, superintendent, or a principal shall suspend
23 immediately for good cause a student who is determined to have brought a firearm to, or possess
24 a firearm at, any setting that is under the control and supervision of the school district. The
25 Policy does not govern conduct in a student’s home, a non-school parking lot, or a commercial
26 business when the student is participating in an online, remote, or distance-learning setting
27 unless they have made a threat or there is a perceived threat. In accordance with Montana law, a
28 student who is determined to have brought a firearm to, or possess a firearm at, any setting that is
29 under the control and supervision of the school district must be expelled from school for a period
30 of not less than one (1) year.

31
32 However, the Board of Trustees, through this policy, authorizes the Superintendent and the
33 Administrative Hearing Panel to use their discretion on a case-by-case basis and modify the
34 requirement of expulsion of a student if they deem such modification to be warranted under the
35 circumstances.

36
37 A decision to change the placement of a student with a disability who has been expelled pursuant
38 to this section must be made in accordance with the Individuals with Disabilities Education Act.

39
40 Before holding a hearing to determine if a student has violated this Policy, the Board shall, in a
41 clear and timely manner, notify the student if the student is an adult or notify the parent or
42 guardian of a student if the student is a minor that the student may waive the student’s privacy
43 interest by requesting that the hearing be held in public and invite other individuals to attend the
44 hearing.

1 Before expelling a student under this Policy, the Board shall hold a due process hearing that
2 includes presentation of a summary of the information leading to the allegations and an
3 opportunity for the student to respond to the allegations. The student may not be expelled unless
4 the Trustees find that the student knowingly, as defined in Section 1-1-204, MCA, brought a
5 firearm to school or possessed a firearm at school.

6 The provisions of this Policy do not require the Board to expel a student who has brought a
7 firearm to school or possesses a firearm at school if the firearm is secured in a locked container
8 approved by the District or in a locked motor-vehicle the entire time the firearm is at school,
9 except while the firearm is in use for a school-sanctioned instructional activity.

10 11 Possession of Weapons other than Firearms

12
13 The District does not allow weapons on school property, *or at any setting that is under the*
14 *control and supervision of the District.* Any student found to have possessed, used, or
15 transferred a weapon on school property will be subject to discipline in accordance with the
16 District’s discipline policy. For purposes of this section, “weapon” means any object, device, or
17 instrument designed as a weapon or through its use is capable of threatening or producing bodily
18 harm or which may be used to inflict self-injury, including but not limited to air guns; pellet
19 guns; BB guns; fake (facsimile) weapons; all knives; blades; clubs; metal knuckles; numchucks
20 (also known as nunchucks); throwing stars; explosives; fireworks; mace or other propellants;
21 stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as
22 a weapon.

23
24 No student shall possess, use, or distribute any object, device, or instrument having the
25 appearance of a weapon, and such objects, devices, or instruments shall be treated as weapons,
26 including but not limited to weapons listed above which are broken or non-functional, look-alike
27 guns; toy guns; and any object that is a facsimile of a real weapon. No student shall use articles
28 designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors,
29 etc.) to inflict bodily harm and/or intimidate, and such use will be treated as the possession and
30 use of a weapon.

31
32 The District will refer to law enforcement for immediate prosecution any person who possesses,
33 carries, or stores a weapon in a school building, and the District may take disciplinary action as
34 well in the case of a student. In addition, the District will refer *to the County or Regional*
35 *Interdisciplinary Child Information and School Safety Team* for possible prosecution of a parent
36 or guardian of any minor violating this policy on grounds of allowing a minor to possess, carry,
37 or store a weapon in a school building. (MCA 45-8-361 (1) (2) and MCA 52-211)

38
39 For the purposes of this section only, “school building” means all buildings owned or leased by a
40 local school district that are used for instruction or for student activities. (MCA 45-8-361 (5a))

41
42 The Board may grant persons and entities advance permission to possess, carry, or store a
43 weapon in a school building. For the purposes of education, instruction and ceremonial
44 occasions, the building principal, in consultation with the school resource officer, may grant
45 students or faculty prior written permission to bring a weapon or disabled firearm into a school

1 building. The Superintendent or designee will be notified by the building principal each time
2 permission is granted for an individual or group to bring weapons on to a GFPS school campus
3 for educational purposes. (ex. Hunter education classes, History lessons, Shop class, archery etc.)
4

5 All other persons who wish to possess, carry, or store a weapon in a school building must request
6 permission of the Board at a regular meeting. The Board has sole discretion in deciding whether
7 to allow a person to possess, carry, or store a weapon in a school building. (MCA 45-8-361 (3b))
8

9 This policy does not apply to law enforcement officers. (MCA 45-8-361 (3a))
10

11 The Trustees shall annually review this policy and update this policy as determined necessary
12 based on changing circumstances pertaining to school safety.
13

14 Cross Reference:


15 Policy 3226	Hazing/Harassment/Intimidation/Bullying - Students
16 Policy 3310	Student Discipline
17 Policy 4226	Hazing/Harassment/Intimidation/Bullying – Community Relations
18 Policy 4315	Spectator Conduct
19 Policy 4332	Conduct of School Property
20 Policy 5223	Personal Conduct
21 Policy 5226	Hazing/Harassment/Intimidation/Bullying - Personnel

22
23 Legal Reference:

24 § 20-5-202, MCA	Suspension and expulsion
25 § 45-8-361, MCA	Possession or allowing possession of a weapon in a school building
26 § 52-2-211, MCA	<i>County or Regional Interdisciplinary Child Information and School Safety Team</i>
27	
28 20 U.S.C. § 7151, et seq.	Gun Free Schools Act of 1994
29 18 U.S.C. § 921	Definitions
30 NCLB, Section 4141	Gun Free Requirements

31
32 Policy History:

33 Adopted on:	April 28, 2014
34 Revised on:	May 23, 2016
35 Reviewed on:	May 22, 2017
36 Reviewed on:	May 22, 2018
37 Reviewed on:	June 10, 2019
38 Reviewed on:	June 8, 2020
39 Reviewed on:	May 24, 2021
40 Revised on:	August 23, 2021
41 Reviewed on:	June 13, 2022
42 Reviewed on:	June 12, 2023
43 Revised on:	May 13, 2024
44 Revised on:	June 9, 2025
45 <i>Revised on:</i>	

	Thompson	Sunchild	Skornogorsk	Johnson	Hennig	Duff	Bronson
	Motion						
	Second						
	Ayes						
	Nays						
	Abstain						

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. E.

CABINET MEMBER: Luke Diekhans

TOPIC

District-Wide Safety Plan

STRATEGIC PLAN

Stewardship and Accountability and Safe and Secure Schools

BACKGROUND

School districts are required to adopt an annual comprehensive Safety Plan as per [MCA 20-1-401](#). As a part of the plan, the law requires a review of the suspension and expulsion policies ([Policy 3300](#)), as well as the weapons policy ([Policy 3311](#)). These reviews took place at Board Policy Committee meetings on May 6, 2026 and May 14, 2026 and were presented for first readings at the May 26, 2026 regularly scheduled Board Meeting. Action was taken by the Board at the second reading of these policies prior to this agenda item.

DISCUSSION

The District Safety Plan was originally created in 2014 and continues to be improved and refined. The Safety Plan includes protocols, practices, and monitoring to address the safety and security of students, staff and the facilities. District administrators conduct exercises and drills utilizing the Safety Plan protocols and practices. The District deploys Safety Plan components as required by real-world events. The District utilizes the “In Case of Crisis” electronic application. This allows for easy access by staff with updates being available immediately on the electronic platform. A District-Wide Committee, representing each of the employee groups, meets during the school year to discuss safety issues and concerns. A District Safety grant opportunity for individual schools provided the opportunity for assistance with speed signs and other safety related projects. For background information, the annual safety summary is included with this agenda item.

Additional Safety information can be found on the GFPS website at: <https://gfps.k12.mt.us/departments/safety>

FISCAL IMPLICATIONS

The law allows the trustees to transfer state or local revenue from any budgeted fund or non-budgeted fund, other than the debt service or retirement fund, to its Building Reserve Fund in the amount not to exceed the school district’s estimated cost of improvements for school safety and security. If fund transfers are made from any school district fund supported by a non-voted levy, the District may not increase its non-voted levy for the purpose of restoring the transferred funds. No safety related transfers were made during the 2025-2026 school year.

RECOMMENDATION

The District Board is requested to approve the Great Falls Public Schools District-wide Safety Plan.

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.

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2025-2026 GFPS Safety Plan Review

Annual Recap:

1. Districtwide Safety Meetings

A committee consisting of employee group representatives, including school board members, met twice to review and discuss safety issues. The Montana Safety Culture Act mandatory requirements were covered as a part of the discussions.

2. "In Case of Crisis" - Safety Application

This phone application contains the Master Plan for staff in the event of an emergency. Annual updates are made to the Safe Schools Protocols, all plans, and facility staff emergency lists. An Emergency Phone Tree is an important part of the Administration Plan. Individual school emergency plans are a valuable part of the program. An incentive grant was offered to any schools who had 95% of their staff on the In Case of Crisis Application.

3. Fire Alarm Systems

During the summer of 2026, Valley View Elementary School is scheduled for an upgrade to the fire alarm system which will include the addition of an outside alarm warning system.

4. Evacuation Sites

All school evacuation locations are updated and confirmed annually.

5. Armed Intruder Training To Date:

Elective armed intruder training in partnership with the Great Falls Police Department (GFPD) was held in November. The training was less intense than previous sessions, which helped alleviate several severe workers' compensation claims. The approach ensured that all staff could fully participate. The debrief sessions after the training were very valuable as they helped answer staff questions.

6. Crime Prevention Through Environmental Design (CPTED)

The School Resource Officers (SRO's) implemented a plan in which all schools were evaluated during the school year. In addition, the following buildings will be further evaluated by the team during the 2026-27 school year:

- a. CMR High School
- b. Whittier Elementary School
- c. District Offices Building
- d. Mountain View Elementary School
- e. West Elementary School

7. GFPS Facility Safety Meetings

All GFPS buildings held annual safety meetings with Administrators, Engineers, and District Safety personnel to review safety protocols, discuss safety concerns and implement new

safety guidelines. Emergency prevention and mitigation information was shared with each facility. The Top 10 Insurance Company concerns were shared with Administrators and First Engineers. The mandatory posting of Form 300A - Summary of Work-Related Injuries and Illnesses was posted in all facilities between February 1st and April 30th.

8. Annual Inspections

The District received many required annual inspections. These include twelve inspections from the Montana Department of Labor. Our insurance company, Marsh McLennan Insurance, completes school inspections including all playgrounds and shop classroom areas. Items identified were addressed. The Building & Grounds Department coordinates the annual inspections on fire alarms, fire suppression, fire extinguishers, elevators/lifts, auto lifts, boilers, and asbestos.

9. Workers Compensation

Top three (3) incident Categories for GFPS include Struck or Injured By (49%) and Slip/Fall/Trip (25%) and Strain Injury By (8%). Online safety training through Safe Schools was available to all GFPS employees. Principals were added as system administrators which allowed them to customize training for their individual schools.

10. Nurses Report Submitted by Erica Harp BSN, RN, NCSN

Emergency Preparedness and Planning:

- **CPR/First Aid training:** The Nursing Department facilitated 18 CPR classes, 9 First Aid, and 7 BLS (basic life support) classes. Sign Ups are currently open for classes being offered in June and August. We continue to ensure that each building has at least 6 staff members with CPR certifications and that teachers participating in field trips are CPR and First Aid Certified. Nurses are being encouraged to offer “Hands Only” CPR classes through the American Heart Association to students via the “CPR in Schools” platform.
- **Building Emergency Response Teams:** The Nursing Department reviewed departmental standards and provided education for nurses regarding building-level medical response teams. Nurses then reviewed protocols and implemented drills within their buildings to strengthen their ability to respond in medical emergencies. To date there have been 30 meetings and/or drills held within buildings for response teams.
- **AED Recall:** The HeartSine AEDs used by the District had a large recall this year that affected 13 of 30 AEDs in the District. The company started production of new AEDs in early 2026 and the District is still waiting on their replacements. Until then we have been advised to keep current AEDs in use.
- **Illness Prevention:**
 - **Immunization compliance:**
 - § **Exemption rate: 2.8%** of students (263) have a religious or medical exemption on file.
 - § **Incomplete Records:** 3.8% of students (357) have incomplete immunization records.
- **School-based vaccine clinic/flu shot clinics:** GFPS Nursing Department partnered with Alluvion Health Prevention Services to host school-located vaccine clinics in the fall and spring. In October, flu vaccines and other childhood vaccines were offered, with 709

vaccines given. In May, clinics were offered to allow 6th graders to receive their Tdap booster prior to middle school, with 43 students participating.

Active Emergency Responses:

- Great Falls Fire Rescue Report: 23 911 calls dispatched as Medical Code 1 or 3 to GFPS schools during the school year.
- 13 activations of building-level medical emergency response teams.
- Nurse involved 911 calls: 6 documented.
- Epi Pen Administration: 2 administrations of stock epinephrine and 0 administrations of student/ “patient” specific epinephrine.
- Narcan Administration: 0

Daily Management: Overview of health office data (as of 5/29/2026)

- Documented Office Visits: 27,928
- Medications Administered: 49, 257
- Medical Procedures:14,480
- Addressing med errors: 4 medication errors were reported with no adverse outcomes. All errors were reported in the fall, and the department received re-education on safety standards and utilizing MTSS strategies to create safer medication administration practices within the health office. There were no further med errors reported (average med error rate is approximately 3.5 annually).

11. Human Resources – Staffing

The ability to fully staff all areas continued to put a strain on the District throughout the 2025-26 school year. It caused stress for existing staff because they ended up filling vacant positions through condensing classrooms, which makes for larger class sizes. The HR Department continues to seek out new ways to hire staff. In addition, the District has worked with prospective employees to seek out Provisional and Emergency Authorization Licensure. The highly successful Electric City High Voltage Weekend is an annual event to attract new teachers to the District. With the creation of the CORE School, the District not only plans to develop highly proficient teaching candidates but also will seek ways to keep these students (future teachers) in our District.

12. Technology Improvements


Great Falls Public Schools installed various additional security cameras per requests by Elementary School Administrators at Great Falls High School, Mountain View, Valley View, Charles M Russel High School, Chief Joseph Elementary, and West Elementary.

In addition to the security camera installations, the Technology Department also upgraded several schools’ Main Distribution Frame (MDF) Network Racks. This work allowed new Uninterrupted Power Supplies (UPS) to be installed at these sites and the condensing of the existing network components into one secure locked cabinet. The upgraded schools are Chief Joe, Lewis and Clark Elem, Lincoln, Riverview, Sacajawea Elementary, and Whittier Elementary.

In schools where fiber connectivity runs were needed, this work was incorporated into the MDF upgrades.

With the upgrades to Microsoft Windows operating systems, the Technology Department is currently finishing the replacement of 417 Windows 10 computers. These Windows 10 computers are End of Life for operating systems security updates.

One final note, last summer the Technology Department used a combination of Technology Budget and E-Rate funding to upgrade our District Firewall.

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. F.

CABINET MEMBER: Luke Diekhans

TOPIC

Authority for the Director of Business Operations to Make End of Year Budget Transfers

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

June is a very busy month for the Business Department as steps are taken to close out the fiscal year on June 30th. With the final regularly scheduled Board meeting of the budget year scheduled for June 22, 2026, agenda items need to be ready for the Board packet by June 18th. This limits the time needed to best manage the funds at the end of the year. The Interlocal Fund (182) provides the District with the ability to make better financial decisions. If end-of-year money is available, it may make sense to transfer it to the Interlocal Fund or the Building Reserve Fund. This would allow the funds to be spent during the 2026-27 school year.

DISCUSSION

This action eliminates the need for a special Board meeting at the very end of June while allowing the transfers to be completed. All transfers will follow the legal guidelines established by law. Transfers, if made, will be reviewed at either the regularly scheduled July Board meeting or at the budget adoption meeting in August.

FISCAL IMPLICATIONS


This will allow for better financial management of the District. The Trustees are responsible for approving all transfers.

RECOMMENDATIONS

The District Board is requested to approve the Director of Business Operations, Luke Diekhans, the authority to make end-of-year budget transfers.

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	Thompson	Sunchild	Skomogowski	Johnson	Hening	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Report

AGENDA ITEM NUMBER: IX. A.

CABINET MEMBER: Lance Boyd and Jackie Mainwaring

TOPIC

2026-2027 Student Handbook

STRATEGIC PLAN

Student Achievement, Stewardship and Accountability and Healthy, Safe and Secure Schools

BACKGROUND

The Student Handbook is intentionally designed to be aligned with all reflective GFPS Board policies. The Student Handbook can be found on the District’s website home page under the “Parents & Student’s” tab or at <https://gfps.k12.mt.us/parents-students/student-handbook>. This link will be updated after the newest edition of our handbook is approved. Students and parents may receive a printed copy of the Handbook upon request.

Discussion

Revised 2026-2027 Student Handbook to reflect policy updates and formatting recommended by the Board Policy Committee.

FISCAL IMPLICATIONS

None

RECOMMENDATION

This report is for information only. Action will be taken at the second reading at the June 22, 2026 regular Board meeting.

For more information about this matter, please contact Superintendent Heather Hoyer at (406) 268-6001 or Executive Directors of Student Achievement Jackie Mainwaring at (406) 268-6006 or Lance Boyd at (406) 268-6008.

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Student Name: _____ School: _____

Teacher: _____ Grade: _____



2026-2027 Confirmation of Receipt of Handbook Information
Please return this form to the teacher designated by your school (MS/HS only), classroom teacher (Elem) or to the “Main Office” by **Friday, September 11, 2026, or upon enrollment.**



1. Great Fall District Student Handbook can be located under “Parents & Students” at: <https://gfps.k12.mt.us/parents-students/student-handbook>

2. Please choose one (1) of the following options for your copy of the GFPS Student Handbook:

_____ ELECTRONIC COPY: I will access the handbook electronically (see number one to access).

_____ PRINTED COPY (option 1): I would like a print copy of the handbook sent home with my child.

_____ PRINTED COPY (option 2): I will come to the school to pick up a printed copy of the handbook in the Main Office.

3. Confirmation of receipt of handbook information

- ✓ I am aware that the electronic handbook contains information I will need to know during the school year. I understand that students are held accountable for their actions.
- ✓ I have read and understand the Great Falls Public Schools School-Parent Compact regarding school and parent responsibilities for supporting student learning.
- ✓ I understand that the Acceptable Use Policy (AUP) is included herein. If a student violates the agreements in the AUP, the consequences could include suspension of computer privileges and/or disciplinary or legal action. I also understand that using the computer network is a privilege and with that privilege comes responsibility.
- ✓ I have read and understand the annual notification to parents and guardians of the district’s human sexuality instruction that is included herein.

4. Health Care Information

If your child has an ongoing medical condition that may require medical attention while at school, please check “yes” below. A Health Care Plan form will need to be filled out at your child’s school. Examples include: migraines, seizure disorder, need for an inhaler -- even if the student manages the inhaler him/herself, etc.

_____ YES, my child has an ongoing health concern.

If your child is in need of a Health Care Plan, please contact your school secretary.

5. Release of Student Information

Regarding student records, federal law allows GFPS to release a variety of information about your child **unless you opt out by returning the form below.**

Specific student information might be released in the following ways:

- Listing your child's name on party lists (Valentine's Day, etc...)
- Posting of your child's birthday on a birthday bulletin board
- Printing your child's name and picture in the school yearbook
- Publishing of awards or accomplishments in the Tribune or school newsletter (Honor Roll lists, GPA lists, Student of the Week, etc.)
- Photographing, filming and/or interviewing your child for social media websites and/or by the local TV stations or the Tribune for educationally related stories
- Printing your child's name in the programs for music concerts and other holiday programs, award ceremonies, Geography Bee, Spelling Bee, Academic Bowl, math contests, Mathlete, and art contests
- Listing your child's name for team or activity rosters (may include height, weight, and year in school)
- Providing information to the military recruiters upon their request
- Providing information to college and athletic recruiters upon their request

As a matter of practice, we do not release information to persons or agencies that do not have a special need to know. In exercising your right to limit release of this information, you must fill out this page and return it to school by **September 11, 2026 or upon enrollment.**

Fill out the following checklist:

I am requesting that, until my son/daughter reaches the age of 18 when he/she may decide for him/herself, the Great Falls Public School District **NOT RELEASE** student directory information to the following entities that have an "X" placed in the box.

*Be aware that you are checking the box if you **DO NOT** want your child's name included.*

- I do not want my child's student directory information released to ANYONE (including the yearbook and ALL other options listed below)**
- I do not want my child's photograph to be included in the Montana State Office of Public Instruction Child Photograph repository for law enforcement use of identifying missing children (as required per MCA §20-7-1317)**
- I do not want my child in the School Yearbook (school picture and name), event programs, or other such publications**
- I do not want my child in the Great Falls Tribune, TV news stations, other media (including lists for honor roll, student of the week)**
- I do not want my child in electronic media (school web page, social media websites, videotaping)**
- I do not want information released to institutions of higher learning, including the University of Providence for direct admission (colleges, universities, and trade schools-HS Only)**

- I do not** want technology checked out to my child without my permission
- I do not** want information released to potential employers
- I do not** want information provided to military recruiters
- I do not** want my child in the list of graduates (given to the Great Falls Tribune-HS Only)
- I do not** want my child in the graduation program (handed out at graduation to all attendees-HS Only)
- I do not** want my child's name listed on the "Class" T-shirt (all senior names generally go on the back of a shirt that they receive with their all-night party ticket-HS Only)

Student Name Printed

Parent Signature

Date

Revised 05/15/26



REFRIGERATOR NOTE



SCHOOL DISRUPTIONS DUE TO EMERGENCIES INFO

Assume that school will be in session and buses will be running as scheduled unless there is official notification from the Superintendent to the contrary.

The Superintendent may order the cancellation of some or all bus routes; the delay of some or all bus routes; the closure of school; the delay of school start; and/or the early dismissal of school.

Parents should seek out information but try not to call the school. Notification may be made or accessed in the following ways:

- Mass phone and/or voicemail notification from the GFPS automated attendance system (*Parent Square*)
- Facebook: <https://www.facebook.com/GreatFallsPublicSchools>
- GFPS Website: <https://www.gfps.k12.mt.us>
- Media websites: @KRTV, www.krtv.com, @KFBB, www.kfbb.com, @GFTribune, www.greatfallstribune.com
- Radio Stations: FM: 92.9, 94.5, 97.9, 98.9, 101.7, 102.7, 104.9, and 106.1
AM: 560 and 1450

Please be aware that GFPS has no control over media or radio station announcements.

- Call 406-268-6444 for a recorded message (you may reach a busy signal depending on caller volume)

Parents have the right and responsibility to make attendance decisions for your children based on individual circumstances.
Please communicate your decision to your child's school.

WINTER WEATHER TIPS

- **Dress for the Weather!**
 - Dress appropriately for cold weather – sweaters, pants, winter coats, hats, scarves, socks and boots. Even when on a bus, the bus may not heat well in extreme cold. While unlikely, the bus may break down or get stuck. If your family needs assistance with cold weather attire, please talk to your student's principal.
 - Bad weather can happen at any time of the day so students should be prepared for that eventuality. Keep track of weather reports. A nice morning can turn into a freezing snowstorm by dismissal time. If your family needs assistance with cold weather attire, please talk to your student's principal.
 - Wear bright jackets or coats so bus drivers can easily see you in the morning or evening.
- **Plan Ahead!**
 - Allow extra travel time to get to the bus stop or school.
 - In bad weather, expect the bus to run late and be prepared for this event. If possible, wait at the bus stop with your child until the bus arrives. Students need the ability to get out of the elements in the event the bus is late. Make a plan for your child should the bus not come.
- **Keep a Safe Zone!**
 - Stand at least 10 steps away (or back) from bus stops. Buses need extra room to stop where there is snow or ice.
 - Do not walk or play on snow mounds or ice within 10 feet of the roadway – you could fall and slip into the roadway and be at risk of being struck by a vehicle.
 - Do not cross the street at your bus stop until all traffic has come to a complete stop and the bus driver has signaled that it is safe to cross.
- **Be Alert!**
 - Car drivers should keep their car windows clear of frost, ice and snow.
 - Stop! Look! Listen! Hoodies, headphones and electronic devices can distract students from paying attention to traffic.



Great Falls Public Schools
Student Computer Acceptable Use and Internet Safety Agreement
(GFHS Board Policy 3612P)



Great Falls Public Schools is pleased to offer our students access to the Internet and other electronic networks. The advantages afforded by the rich, digital resources available today outweigh any disadvantage. However, it is important to remember that access is a privilege, not a right, and carries with it responsibilities of digital citizenship for all involved.

Terms of Agreement

PLEASE REVIEW THE AGREEMENT BELOW AND CHECK THE APPROPRIATE BOX ON THE STUDENT/PARENT SIGN-OFF PAGE OF THE STUDENT HANDBOOK.

In order for a student to be allowed access to a school district electronic device, network, and the Internet, parents and students must review the agreement below, check the appropriate box on the student/parent sign-off page of the student handbook, sign and return annually.

Student Acceptable Uses

The District provides electronic information, services, and networks for educational purposes. All use must be in support of education and/or research, and in furtherance of the District's stated educational goals. Accordingly, regulations for participation by anyone on the Internet shall include but may not be limited to the following:

- **Access is a privilege**, not a right, and carries with it responsibilities of digital citizenship for all involved. Students will use appropriate language and/or images (e.g. no swearing, vulgarities, suggestive, obscene, inflammatory, belligerent, or threatening language and/or images). Students will practice respect for others, by never using any technology to harass, haze, intimidate, or bully anyone.
- **Students are responsible for all activity under their electronic accounts.** Students will not share passwords with other users or log in as someone other than themselves. The only exception may be teachers safeguarding the passwords of his/her students. Students will log off of devices and/or websites when finished.
- **Students will use school district-provided devices, networks, and Internet access for educational purposes only.** Uses that promote a personal commercial enterprise for personal gain through selling or buying over the school district's network are prohibited. Uses in regard to political agendas must be in compliance with state law and Board policy.

- **Students will protect the privacy of self and others.** Students will carefully safeguard last names, personal addresses, personal phone numbers, personal email addresses, passwords, photos, or other personal information on the Internet, including such items belonging to others. Students should be aware that when using many digital tools on the Internet, published work may be publicly accessible and permanently available.
- **The District reserves the right to monitor, inspect, backup, review, and store at any time** and without prior notice any and all usage of the school district network and Internet access, and any and all information transmitted or received in connection with such usage. This also includes any information stored on school district network or local electronic devices. All such information files shall be and remain accessible by the District, and no student shall have any expectation of privacy regarding such information. Students are advised that all material in whatever form in the school district system's network may be considered public record pursuant to MCA 2-6-102.
- **Student Photos/Student Work.** Publishing student pictures and work on websites promotes learning, collaboration, and provides an opportunity to share the achievements of students. If parents/guardians do not want a release of student directory information, including photos and school work, schools must be notified in writing (see page 2 of the District's Student Handbook).
- **While the District makes every effort to filter inappropriate material, it is possible for an industrious user to gain access to such material.** Inappropriate material is defined as material that violates generally accepted social standards. It is the student's responsibility not to initiate access to or to distribute inappropriate material or attempt to circumvent filters.
- **It is every student's responsibility to adhere to the copyright laws** of the United States (P.L. 94-553) and the Congressional Guidelines that delineate those laws regarding software, authorship, and copying information.
- **It is every student's responsibility to treat the physical and digital property of others with respect.** This includes proper treatment of digital devices and other hardware, the network system, and respecting others' electronic files. Students are not to remove, add or modify software, computer hardware or network equipment without prior Information Technology Department authorization.

Student Responsibilities

Students understand that access is a privilege, not a right, and carries with it responsibilities of digital citizenship for all involved. Students understand that if they choose not to follow the rules, they may lose computer privileges and/or have other consequences.

Limitations of Use

Students must refrain from these activities, none of which are all inclusive:

- Uses that violate local, state and/or federal laws or encourage others to violate the law.
- Uses that include the transmission of offensive or harassing messages.
- Uses that offer for sale or use any substance of which the possession or use of is prohibited by the District's student discipline policy.
- Uses that violate generally accepted social standards of public communication such as the access of:
 - Pornographic, sexual, or obscene content;
 - Personal dating or connection sites;
 - Drugs, alcohol and gambling content; and/or
 - Hate speech, violence, weapons, and cult content.
- Uses that intrude into the networks, computers or information owned by others.
- Uses that include the downloading or transmitting of confidential, trade secret, or copyrighted information or materials.
- Uses that cause harm to others or damage to their property.
- Uses that engage in defamation (harming another's reputation by lies).
- Uses that employ another's password.
- Uses that mislead message recipients into believing that someone other than the sender is communicating or otherwise using his/her access to the network or the Internet.
- Uses that cause the uploading of a worm, virus, other harmful form of programming or vandalism.
- Uses that are "hacking" or any form of unauthorized access to other computers, networks, or other information.
- Uses that jeopardize the security of student access and of the computer network or other networks on the Internet.
- Uses that promote a personal commercial enterprise for personal gain through selling or buying over the District's network.
- Uses that promote an individual's political agenda to include soliciting support for or opposition to any political committee, the nomination or election of any person to public office, or the passage of a ballot issue.

Password Protections

Users' network passwords are provided for their personal use; therefore, students are expected to protect their own and other's passwords. In order to do so, note the following:

- Students should not share their password with anyone.
- Students should not log into the network with another user's login name and password.
- If a student suspects someone has discovered their password, they should change it or have it changed immediately.
- Students shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users.
- Students should log off District devices when finished.

Other Expectations

- Students must print only with permission from a teacher.
- Students must tell a teacher if he/she reads or sees something on a device that is inappropriate and/or limited (See above list of limitations).
- Students must tell a teacher if a device has been changed in any way.

Teacher Responsibilities

Teachers will provide guidance to students as they access electronic information, services, and networks **for educational purposes**. Teachers will:

- Inform all students of their rights and responsibilities as users of the district network prior to granting access to that network, either as an individual user or as a member of a class or group.
- Monitor when students are accessing the Internet.
- Address student infractions of the Acceptable Use Agreement according to the school discipline policy.
- Provide curriculum-appropriate alternate activities for students who do not have permission to use the Internet or a particular digital tool.
- Guide student use of identifiable photographs, referencing student directory release of information.
- Follow the Child Online Privacy Protection Act (**COPPA**) guidelines when using digital tools in the classroom.

Principal Responsibilities

Principals will provide support to teachers and students in following the Student Computer Acceptable Use and Internet Safety Agreement. Principals will:

- Address student infractions of the Acceptable Use Agreement according to school discipline policy.
- Provide an updated list of students who do not have permission to use the Internet, to use particular digital tools, or to have works or images displayed online.

District Responsibilities

The District will provide support to principals, teachers, and students in following the Student Computer Acceptable Use and Internet Safety Agreement. The District will:

- Ensure that Children's Internet Protection Act (CIPA)-compliant filtering technology is in use.
- Review the Staff and Student Acceptable Use Agreements as necessary.
- Annually review this policy (staff)
- Provide professional development for staff regarding expected behavior concerning this agreement.
- Ensure curriculum reflects digital citizenship.

Acceptable Uses of Personal Devices on the District Network

Students may bring their own personal electronic devices which may or may not be able to connect to the District/school wireless network. When using personal electronic devices, students must abide by the Acceptable Use Agreement, in addition to the following. Students will:

- Use personal devices in class only with the teacher's express permission.
- Only connect to the District/school wireless guest network and NOT to the District/school wired network. Students understand if their personal device is found wired to the District/school network, the device will be removed and turned into the administrator.
- Only use devices with up-to-date virus protection software.
- Turn off all peer-to-peer (music/video/file-sharing) software or web-hosting services on their device while connected to the District/school wireless network.
- Understand the security, care, and maintenance of their device is their responsibility. Student devices will be securely stored when not in use.
- Understand that the District/school is not responsible for the loss, theft, or damage of student devices. Students are fully responsible for their property while at school. Students understand that if they should leave their device in the custody of a staff member, that the staff member is not responsible for the loss, theft, or damage of the student device.
- Understand the Information Technology Department will not provide support for personal devices. Students are fully responsible for making their device work within the parameters defined in this agreement. If they are unable to make their personal device work within these parameters and the given time allotted by the teacher, the student will need to use a device that is provided by the District/school to prevent any interruption to instruction and learning.
- Understand that school staff may access student personal electronic devices if there is reasonable suspicion that the search will uncover evidence that they are violating the law,

Board policy, administrative regulation, or other rules of the District or the school. This may include, but is not limited to, audio and video recording, photographs taken on District/school property that violates the privacy of others, issues regarding bullying, verification that the student's device is connected to the District/school network, etc. Students will provide appropriate login credentials to the device if required. Failure to provide access is insubordination and will be deemed satisfactory evidence that the student device contains content that violates this section.

- Not use an audio/video recording device, to record media or take photos during school hours unless given permission from both a staff member and those being recorded.

Failure to Follow Acceptable Use Agreement

Use of the school district electronic devices, network, and the Internet is a privilege, not a right. A student who violates this agreement is subject to disciplinary action according to District Policy. Note that some infractions of this Acceptable Use Agreement may be criminal, and as such, legal action may be taken.

References:

Policy 3225 Sexual Harassment/Intimidation of Students
Policy 3226 Hazing, Harassment, Intimidation, Bullying
Policy 3231 Searches and Seizure
Policy 3300 Corrective Actions and Punishments
Policy 3310 Student Discipline
Policy 3310P Academic Honesty and Responsible Use of Resources
Policy 3630 Cellular Telephone and Electronic Signaling Device Policy
Policy 3612 District-Provided Access to Electronic Information, Services, and Networks
Policy 5450 Employee Electronic Mail and Online Services Usage
Policy 5450F Staff Computer Acceptable Use and Internet Safety Agreement
Policy 5460 Electronic Resources and Social Networking

Legal References:

Family Educational Rights and Privacy Act (FERPA)
Child Online Privacy Protection Act (OPPA)
Children's Internet Protection Act (CIPA)

Acceptable Use Agreement History:

Adopted: July 9, 2018
Revised on: August 22, 2022
Revised on: May 11, 2026

**GREAT FALLS PUBLIC SCHOOLS
MEDICAL EXAM NOTIFICATION**

Dear Parent/Guardian,

Great Falls Public Schools provides optional medical examinations at the school for students whose parents provide written consent. This notice is intended to inform parents that the following medical examinations will be provided at the school on the scheduled dates. A family who wants their student to receive the school-based screening listed below may provide consent to such examination(s) by completing this form.

Hearing Screening:

Each year, Great Falls Public Schools completes a hearing screening to detect hearing loss. All kindergarten students, first grade students and those new to the state of Montana will have the opportunity to have their hearing screened. This examination will be provided at _____ on _____.

Please initial:

_____ Yes, I provide consent for my student to receive the hearing screening.

_____ No, I do **NOT** provide consent for my student to receive the hearing screening.

Vision Screening:

Great Falls Public Schools will collaborate with a local Lion's Club to provide vision screenings to **Kindergarten, 1st, 3rd, and 6th grade students**. The vision screening is performed using a PlusoptiX SI 2C Mobile Vision Screener. A notice will be sent home for any child receiving a recommendation for further testing. The screening is scheduled to be done _____.

Please initial:

_____ Yes, I provide consent for my student to receive the vision screening.

_____ No, I do **NOT** provide consent for my student to receive the vision screening.

Great Falls Public Schools
Medical Exam Notification
(GFPS School Board Policy 3410)

Student Health/Physical Screenings/Examinations

The Board may arrange each year for health services to be provided to all students. Such services may include, but not be limited to:

- The development of procedures at each building for the isolation and temporary care of students who become ill during the school day;
- Consulting services of a qualified specialist for staff, students, and parents;
- Vision, hearing, and dental screening;
- Any physical examinations or screenings;
- Immunization as provided by the Department of Public Health & Human Services;
- Any mental health services or screenings.

In general, the District will notify parents of the specific or approximate dates during the school year when screening administered by the District is conducted.

Parents/guardians will receive written notice of any screening result which indicates a condition that might interfere or tend to interfere with a student's progress.

All parents will be notified of requirements of the District's policy on physical examinations and screening of students, at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy which is:

- Required as a condition of attendance.
- Administered by the school and scheduled by the school in advance.
- Not necessary to protect the immediate health and safety of the student or other students.

Parents or eligible students will be given the opportunity to consent to the above-described screenings.

Students who wish to participate in certain extracurricular activities will be required to submit to a physical examination to verify their ability to participate in the activity. Students participating in activities governed by the Montana High School Association will be required to follow the rules of that organization, as well as other applicable District policies, rules, and regulations.

Cross References:

Policy 2158 Parental and Family Engagement

Policy 3305 Seclusion and Restraint

Policy 331OP Risk Assessment

Policy 3431 Emergency Treatment

Legal Reference:

§ 20-3-324(20), MCA Powers and Duties

§ 40-6-701, MCA Parental Rights

20 U.S.C. 1232h(b), General Provision Concerning Education

Policy History:

Adopted on: July 1, 2000

Revised on: December 18, 2006

Revised on: November 23, 2015

Revised on: April 22, 2024

Revised on: February 9, 2026



GREAT FALLS PUBLIC SCHOOLS
CURRICULUM DEPARTMENT • 1100 4TH STREET SOUTH • P.O. BOX 2429,
GREAT FALLS, MT 59403 • 406.268.6020 • WWW.GFPS.K12.MT.US

Dear Elementary Parents,

We hope your school year has been great to this point for you and your student(s). The Montana legislature has passed a law that places requirements on schools to notify parents about certain instructional topics. In this case, MC 20-7-120 requires schools to notify parents concerning any course that teaches topics related to human sexuality. GFPS teachers work hard to ensure the curriculum we deliver is responsible and developmentally appropriate for young children. **In a review of all curriculum in grades K-6, there are two areas to which the law applies.**

- The 5th and 6th Grade Health Enhancement curriculum includes a lesson in human growth and development. There is also a separate lesson on AIDS education for both grades.
- K-6 Personal Safety Counseling Lessons (specifically safe touch lessons including the terminology "private parts").

Prior to any of these lessons being taught, Great Falls Public Schools parents will be notified. Parents have always had the right to review any of our curriculum. That open approach is reflected in our School Board Policy 2335 which states that parents can request their child be excluded from these lessons without prejudice.

If you have any questions or concerns or you would like to view the curriculum materials, please call the principal at your student's school.

Sincerely,

Lance Boyd
Executive Director of
Student Achievement- East Side
406-268-6008

Jackie Mainwaring
Executive Director of
Student Achievement – West Side
406-268-6006

gfps GREAT FALLS PUBLIC SCHOOLS
EAST MIDDLE SCHOOL

Authorization to Participate

East Middle School offers volunteer participation in student clubs. A list of clubs that have been offered at EMS is below. Active clubs that are currently offered at EMS can be seen on our website (link below), where you are able to read club description(s) and advisor(s) name.

Academic Bowl	Art	Artful Beading
Art Therapy	Band Switchers	Basic Engineering
Basic Survival	Basketball	Beginner Crochet
Book Club	Card & Dice Games	Chess
Color Your Heart Out	Colorful Creations	Community
Creative Writing	Cribbage	Fiddlers
Crocheting	Diamond Art	Sewing
For the Birds	GFHS Ultimate Football	Inclusion
Game of Tournaments	Jazz Band	Kitchen Science
Origami	Playing Cards: Skill & Strategy	Rock and Mineral
Outreach	Ultimate Football	Critical Thinking
Rock Painting	Sports History	Word Searches
Sole	Training	Sign Language
Sudoku	Writers Lounge	Strategic Thinking
Weight / Strength	The Great Outdoors	Your Brain Loves to Color
	Working with Weights for All	Taylor Swift: Lyrics & Bracelets

Other clubs may be added on an ongoing basis. Please check the EMS website for the most current active clubs, club descriptions & names of advisors:

Parental permission is required for the student to participate in any/all club(s). By signing this form, you give permission for your child to participate in the club(s) identified by you and:

- Agree the student is fully capable of participating in the club or clubs and agree to disclose all known limitations to the district, including, but not limited to; medical conditions, physical limitations, and any other limitation known to the student or the parents.
- Understand and acknowledge that the student may not be skilled in one or all of the clubs;
- Understand and acknowledge that the student is subject to all eligibility requirements adopted by the district for participation as well as any governing agency, including but not limited to the Montana High School Association;
- Understand and acknowledge that engaging in any club(s) may require a degree of skill and knowledge which the student may not possess;
- Understand and acknowledge that the club in which the student seeks to participate may require an audition or try-out to determine if the student has the required skills/abilities to

participate and that the student may be “cut” from the club through the audition/try-out process;

- Understand and acknowledge that the district has informed us that certain risks are inherent in some clubs and cannot be eliminated without destroying the unique character of the club. These risks may include, but are not limited to; the inherent dangers related to sports, athletic events, hazards of traveling in and to areas without medical services or care, dangers due to the forces of nature (including, but not limited to, avalanches, lightning, fire, inclement weather, exposure, flooding), dehydration, falls, injury caused by malfunction or failure of any equipment, injury or sickness resulting from food, allergies, transportation accidents, and others;
- Understand and acknowledge that the foregoing description of risks is incomplete, and these risks and other unlisted, unknown, or unanticipated risks may result in injury or death;
- Understand and acknowledge that engaging in any club(s) may require a participant to listen to any instructions, warnings, or risk assessments of the district, to ask for instruction or clarification whenever needed, and to follow instructions; and
- Understand and acknowledge that the district may remove the student from club(s) for any breach of safety policies, or any conduct that the district deems unsafe.

The student and parents hereby consent to the student participating in the club(s) identified in spite of, and with full knowledge of, risks which may be associated with that club.

By signing this Agreement, the student and parents acknowledge they have carefully read and understand its content.

I give permission for my student to participate in ONLY the club(s) I’ve listed below:

My child has permission to participate in ALL of the clubs listed on this form, and/or currently offered at EMS, as well as new clubs that may be added for the 2026-2027 school year. I understand that only currently active club(s) are listed on the EMS website, so not all clubs listed above may be available to participate in at this time.

STUDENT NAME	STUDENT SIGNATURE	DATE
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PARENT/GUARDIAN NAME	PARENT/GUARDIAN SIGNATURE	DATE
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NOTE: Please return this form to the club advisor.
Signed permission must be provided before a student can participate in a club or activity



Be a Champion!

North Middle School : #GoGriz!

Club Permission Form 2026-2027

Authorization to Participate and Record



The District offers student clubs and extracurricular activities, events, and programs to the student, including, but not limited to, curricular and co-curricular programs and clubs and transportation and lodging to, from, and associated with these activities (collectively “Clubs and Activities”). Below is a list of some of the clubs being offered this year at North Middle School.

8 th Grade Gym Activities	8 th Grade Announcements	8 th Gr4ade Cooking
Archery	Bear Force 1	Brian Based Boar Games
Bunco	Card Club	Cartography
Coloring for Relaxation	Cozy Craft	Cribbage
Debate	Desmos and Polypad	Drawing
Art and Music	Fly-tying	Games Galore
Ghost Adventures	Graphic Novel	Holey-Noley
Journal	Junk Journal	Listening
Local History	Math/Stem	Military Matters
NMS Student Government	Orch. Open Practice	Paint by Number
Quiz and Chill	Reading	Science
Series Readers	Singo	Uno
Yearbook	Special Olympics MT Unified	

Parental permission is required for the student to participate in a Club or Activity. By signing this form, you permit your child to participate in the Club(s) and Activity(ies) identified by you and:

- Agree the student is fully capable of participating in the Club/Activity or Clubs/Activities and agree to disclose all known limitations to the District, including, but not limited to; medical conditions, physical limitations, and any other limitation known to the student or the parents.
- Understand and acknowledge that the student may not be skilled in one or all of the Clubs and Activities;
- Understand and acknowledge that the student is subject to all eligibility requirements adopted by the District for participation as well as any governing agency, including but not limited to the Montana High School Association;
- Understand and acknowledge that engaging in any Activity may require a degree of skill and knowledge that the student may not possess;
- Understand and acknowledge that the Club or Activity in which the student seeks to participate may require an audition or try-out to determine if the student has the required skills/abilities to participate and that the student may be “cut” from the Club or Activity through the audition/try-out process;

- Understand and acknowledge that the District has informed us that certain risks are inherent in some Clubs and Activities and cannot be eliminated without destroying the unique character of the Club and/or Activity. These risks may include, but are not limited to; the inherent dangers related to sports, and athletic events, hazards of traveling in and to areas without medical services or care, dangers due to the forces of nature (including, but not limited to, avalanches, lightning, fire, inclement weather, exposure, flooding), dehydration, falls, injury caused by malfunction or failure of any equipment, injury or sickness resulting from food, allergies, transportation accidents, and others;
- Understand and acknowledge that the foregoing description of risks is incomplete, and these risks and other unlisted, unknown, or unanticipated risks may result in injury or death;
- Understand and acknowledge that engaging in any Activity may require a participant to listen to any instructions, warnings, or risk assessments of the District, to ask for instruction or clarification whenever needed, and to follow instructions; and
- Understand and acknowledge that the District may remove the student from Activities for any breach of safety policies, or any conduct that the District deems unsafe.

You further acknowledge and consent to the student being recorded by audio or video means by a school employee/representative/coach/advisor during participation in a Club or Activity for purposes of coaching or instruction.

The student and parents hereby consent to the student participating in the Club(s) and Activity(ies) identified despite, and with full knowledge of, risks which may be associated with that Activity.

By signing this Agreement, the Student and Parents acknowledge they have carefully read and understand its contents.

- I permit for my child to participate in ANY of the clubs listed above.

Or, please list the club(s) for which permission is NOT given for the Student to participate (if available) :

STUDENT NAME	STUDENT SIGNATURE	DATE
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PARENT/GUARDIAN NAME	PARENT/GUARDIAN SIGNATURE	DATE
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*Please return this form to your Connection teacher. Signed permission **must be** provided before a student can participate in a Club or Activity.*



GREAT FALLS PUBLIC SCHOOLS

CURRICULUM DEPARTMENT • 1100 4TH STREET SOUTH • P.O. BOX
2429, GREAT FALLS, MT 59403 • 406.268.6020 • WWW.GFPS.K12.MT.US

Dear Middle School Parents,

We hope your school year has been great to this point for you and your student. The Montana legislature has passed a law that places certain requirements on schools. In this case, MCA 20-7-120 requires schools to send a letter to parents concerning any course that teaches any of the listed topics: human sexuality - including intimate relationships, human sexual anatomy, sexual reproduction, sexually transmitted infections, sexual acts, sexual orientation, gender identity, abstinence, contraception, or reproductive rights and responsibilities.

Throughout the years, GFPS has always worked hard to find responsible and developmentally appropriate curriculum for our students. This includes developing curriculum designed to be responsive to family concerns and educate students in the areas of health and science.

At the middle school level these courses have limited and responsible exposure to a few of the subject areas listed above:

- 7th and 8th Grade Health (Diseases, including STD's)
- 7th Grade Science (Life Science Reproduction, and Limited Anatomy)
- 7th Grade Family and Consumer Science (Healthy Relationship vs. Unhealthy)

Great Falls Public Schools parents have always had the right to review any of our curriculums. That open approach to our curriculum has always occurred and is reflected in our School Board Policy 2335 which states: "Parents may ask to review the materials to be used and may request that their child be excluded from sex education class sessions without prejudice."

If you have any questions or concerns or you would like to view the curriculums, please call the principal at your student's school. To reach the North Middle School Principal, Brian Miller, please call 268-6530 and, to reach the East Middle School Principal, Reannon Medrano, call 268-6503.

Sincerely,

Lance Boyd
Executive Director of Student Achievement- East
(406) 268-6008

Jackie Mainwaring
Executive Director of Student Achievement- West
(406) 268-6006



**Club Permission Form
Authorization to Participate and Record**

The District offers student clubs and extracurricular activities, events, and programs to the student, including, but not limited to, curricular and co-curricular programs and clubs and transportation and lodging to, from, and associated with these activities (collectively “Clubs and Activities”).

Art Club	International Club
Business Professional of American BPA	Key Club
Chess Club	Lunch Bunch Mentoring
JROTC	We Are Rustlers
DECA	News Club
Exceptionalities Mentor Group	Peer Mentor Group
Family Career and Community Leaders of America	R Wildcats Mentoring Club
Fellowship of Christian Athletes	Skills USA
Speech & Debate	Full Orchestra
HOSA: Future Health Professionals	Gardening Club
PRG Dungeons & Dragon Club	Students of Services
Montana Educational Talent Search (METS)	Indigenous Club

***Other clubs may be added on an ongoing basis. Please check the CMR website for the most current list and club descriptions. <https://cmrhs.gfps.k12.mt.us/>**

Parental permission is required for the student to participate in a Club or Activity. By signing this form, you give permission for your child to participate in the Club(s) and Activity(ies) identified by you and:

- Agree the Student is fully capable of participating in the Club/Activity or Clubs/Activities and agree to disclose all known limitations to the District, including, but not limited to; medical conditions, physical limitations, and any other limitation known to the Student or the Parents.
- Understand and acknowledge that the student may not be skilled in one or all of the Clubs and Activities;
- Understand and acknowledge that the student is subject to all eligibility requirements adopted by the District for participation as well as any governing agency, including but not limited to the Montana High School Association;

- Understand and acknowledge that engaging in any Activity may require a degree of skill and knowledge which the student may not possess;
- Understand and acknowledge that the Club or Activity in which the student seeks to participate may require an audition or try-out to determine if the student has the required skills/abilities to participate and that the Student may be “cut” from the Club or Activity through the audition/try-out process;
- Understand and acknowledge that the District has informed us that certain risks are inherent in some Clubs and Activities and cannot be eliminated without destroying the unique character of the Club and/or Activity. These risks may include, but are not limited to; the inherent dangers related to sports, athletic events, hazards of traveling in and to areas without medical services or care, dangers due to the forces of nature (including, but not limited to, avalanches, lightning, fire, inclement weather, exposure, flooding), dehydration, falls, injury caused by malfunction or failure of any equipment, injury or sickness resulting from food, allergies, transportation accidents, and others;
- Understand and acknowledge that the foregoing description of risks is incomplete, and these risks and other unlisted, unknown, or unanticipated risks may result in injury or death.
- Understand and acknowledge that engaging in any Activity may require a participant to listen to any instructions, warnings, or risk assessments of the District, to ask for instruction or clarification whenever needed, and to follow instructions; and
- Understand and acknowledge that the District may remove the student from Activities for any breach of safety policies, or any conduct that the District deems unsafe.

You further acknowledge and consent to the student being recorded by audio or video means by a school employee/representative/coach/advisor during participation in a Club or Activity for purposes of coaching or instruction.

The student and parents hereby consent to the student participating in the Club(s) and Activit(ies) identified in spite of, and with full knowledge of, risks which may be associated with that Activity.

By signing this Agreement, the student and parents acknowledge they have carefully read and understand its contents.

Club(s) and/or Activity(ies) for which permission is given for the student to participate:

My child has permission to participate in all of the clubs listed on page one.

Student Name	Student Signature	Date
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Name of Parent/Guardian	Parent/Guardian Signature	Date
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Please return this form to the club advisor. Signed permission must be provided before a student can participate in a Club or Activity.



Club Permission Form 2026-2027 Authorization to Participate

Great Falls High School offers volunteer participation in student clubs. A list of clubs that have been offered at GFHS is below. Active clubs that are currently offered at GFHS can be seen on our website (link below), where you are able to read club description(s) and Advisor(s) name(s).

Art Club	I Am Bison – IMB
Bike Club	Indigenous
Business Professionals of America BPA	JROTC
Chess Club	Key Club
Classic Card Club	Young Life
Crochet Club	Rocketry Club
Cyber Patriots	Role-Playing Game Club – RPG Club
DECA	Ski & Board Club
Drama	Skills USA
Family Career & Community Leaders of American	Spanish Club
Fellowship of Christian Athletes	Speech & Debate
Gardening Club	Student Culture Survey
Geology Club	Student Government
Welding Club	German Club
Writing Club	HOSA: Future Health Professionals
Montana Educational Talent Search (METS)	“Love Our Campus” Club

Other clubs may be added on an ongoing basis. Please check the GFHS website for the most current active clubs, club descriptions & names of Advisors:

<https://gfhs.gfps.k12.mt.us/parents-students/clubs>

Parental permission is required for the student to participate in any/all Club(s). By signing this form, you give permission for your child to participate in the Club(s) identified by you and:

- Agree the student is fully capable of participating in the Club or Clubs and agree to disclose all known limitations to the District, including, but not limited to; medical conditions, physical limitations, and any other limitations known to the student or the Parents.
- Understand and acknowledge that the student may not be skilled in one or all of the Clubs;
- Understand and acknowledge that the student is subject to all eligibility requirements adopted by the District for participation as well as any governing agency, including but not limited to the Montana High School Association;
- Understand and acknowledge that engaging in any Club(s) may require a degree of skill and knowledge which the student may not possess;

- Understand and acknowledge that the Club in which the student seeks to participate may require an audition or try-out to determine if the student has the required skills/abilities to participate and that the student may be “cut” from the Club through the audition/try-out process;
- Understand and acknowledge that the District has informed us that certain risks are inherent in some Clubs and cannot be eliminated without destroying the unique character of the Club. These risks may include, but are not limited to; the inherent dangers related to sports, athletic events, hazards of traveling in and to areas without medical services or care, dangers due to the forces of nature (including, but not limited to, avalanches, lightning, fire, inclement weather, exposure, flooding), dehydration, falls, injury caused by malfunction or failure of any equipment, injury or sickness resulting from food, allergies, transportation accidents, and others;
- Understand and acknowledge that the foregoing description of risks is incomplete, and these risks and other unlisted, unknown, or unanticipated risks may result in injury or death;
- Understand and acknowledge that engaging in any Club(s) may require a participant to listen to any instructions, warnings, or risk assessments of the District, to ask for instruction or clarification whenever needed, and to follow instructions; and
- Understand and acknowledge that the District may remove the Student from Club(s) for any breach of safety policies, or any conduct that the District deems unsafe.

The student and parents hereby consent to the student participating in the Club(s) identified in spite of, and with full knowledge of, risks which may be associated with that Club.

By signing this Agreement, the Student and Parents acknowledge they have carefully read and understand its contents.

- **I give permission for my student to participate in ONLY the Club(s) I’ve listed below:**

- My child has permission to participate in ALL of the Clubs listed on this form, and/or currently offered at GFHS, as well as new clubs that may be added for the 2026-2027 school year. I understand that only currently active Club(s) are listed on the GFHS website, so not all clubs listed above may be available to participate in at this time.

Student Name	Student Signature	Date
Name of Parent/Guardian	Parent/Guardian Signature	Date

NOTE: Please return this completed form to the GFHS Main Office. *Signed permission must be provided before a student can participate in any Club.*

GREAT FALLS SCHOOL DISTRICT

STUDENT HANDBOOK

2026-2027



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To Students and Parents:

The Great Falls School District Student Handbook contains information that students and parents are likely to need during the school year. The handbook is organized alphabetically by topic. Throughout the handbook, the term “the student’s parent” is used to refer to the parent, legal guardian, or other person who has agreed to assume school-related responsibility for a student.

The Student Handbook is designed to be in harmony with Board policy. Please note that references to policy codes are included to help parents confirm current policy. A copy of the District’s Policy Manual is available in the school office.

Board of Trustees 2026-2027

The Board of Trustees would like to extend an invitation to students, parents and community members to come to board meetings throughout the school year and summer. We would also like to encourage you to share with us your concerns, ideas, and general comments. We will be available to listen to, and we will provide guidance on how to get your concerns addressed through the proper channels.

Gordon Johnson – Board Chairperson

Kim Skornogoski – Board Vice Chairperson

Bill Bronson, Craig Duff, Marlee Sunchild, Paige Henning, Amie Thompson

Notice of Non-Discrimination

GFPS Board Policy # 3225F

The Great Falls School District does not discriminate on the basis of race, color, national origin, sex, or disability, in the educational programs and activities it operates including admission and employment. The District is required by federal law, including but not limited to the Civil Rights Act of 1964, Title IX, and Section 504, and the Americans with Disabilities Act and their regulations to not discriminate against individuals in violation of these laws. The district also provides equal access to community designated youth groups. The following person has been designated to handle inquiries regarding complaints under Title IX (sex discrimination and sexual harassment) and all other non-discrimination policies:

Name and/or Title – Lance Boyd

Address – 1100 4th Street South, Great Falls, MT 59403

Telephone No. 406-268-6008

Inquiries may also be directed to the Assistant Secretary of the U.S. Department of Education.

Alternative Programs

GFPS Board Policy # 2169, 2410R, 2600, 2600F

Credit toward graduation requirements may be granted for planned learning experiences from accredited programs, such as summer school, university courses, and distance learning courses. Credit for work experience may be offered when the work program is a part of and supervised by the school. [See **Graduation Requirements** on pages 16 through 19]

Attendance

GFPS Board Policy # 3120, 3122, 3122R, 3130, 3150, 3150R

Regular school attendance is essential for the student to make the most of his or her education to benefit from teacher-led activities, to build each day's learning on that of the previous day, and to grow as an individual. The District permits residents of school age who are enrolled in a nonpublic or home school to enroll part-time in a District school at the parent's request.

- A student between the ages of 7 and 16 **must** attend school unless the student is otherwise legally exempted or excused. A student who voluntarily attends or enrolls after his or her sixteenth birthday is required to attend each school day.
- A student who persistently does not attend school for the day or any part of the school day equivalent to the length of one class period is truant and may be subject to disciplinary action. Truancy may also result in assessment of a penalty by a court of law against the student and his or her parents. The District's Attendance Officer may request a meeting with the truant student's parent or legal guardian to develop a truancy plan in the event of continued truancy.
- The principal, or designee, will attempt to contact a student's parent, guardian, or legal custodian by the end of the school day in order to inform him or her of the student's absence if no excuse has been offered.

When a student is absent from school, the parent/guardian must call the school any time after 7:30 a.m. to notify the school of the absence or at least 30 minutes before the start of the student's school day if enrolled on a part-time basis. If the parent/guardian does not call, the district personnel will call home when an absence has occurred. If contact has been made with the parent/guardian, it will not be necessary for the parent/guardian to send a written excuse with the student upon his/her return to school, unless requested by the administration. If no contact was made, the student will have one (1) day to bring a note, or the absence will be unexcused.

A student who is absent for any reason other than an unexcused absence should promptly make up specific assignments missed and/or complete additional in-depth student assigned by the

teacher. A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.

Types of absences

1. **Illness**
2. **Bereavement**
3. **Medical or legal appointments that cannot be scheduled outside of the school day.**
4. **Weather-related absences when the schools remain in sessions, but the parent, guardian, or custodian deems it unsafe for the student to attend school.**

Bullying/Harassment/Intimidation/Hazing

GFPS Board Policy # 3225, 3226, 4226, 5226

Bullying (including cyberbullying), harassment, intimidation, or hazing, by students, staff, or third parties, is strictly prohibited and should not be tolerated. Bullying does not include the determination after an investigation that the students used reasonable and necessary physical force as self-defense or the defense of another in response to a physical attack.

All complaints about behavior that may violate this policy shall be promptly investigated.

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry.

Cell Phones

GFPS Board Policy # 3310, 3630, 3650

The possession and use of cellular phones, pagers, and other electronic signaling devices on school grounds, at school-sponsored activities, or while otherwise under the supervision and control of District employees is a privilege.

Students may use phones, pagers, and other electronic signaling devices on campus before school begins and after school ends. Students in grades 7-12 may also use such devices during the lunch period. These devices must be kept out of sight and turned off during instruction unless authorized by teachers. Unauthorized use of such devices disrupts the instructional program and distracts from the learning environment. Therefore, unauthorized use is grounds for confiscation of the device by school officials, including classroom teachers. Confiscated devices may be returned to the student, parent, or guardian dependent upon progressive discipline at the building level. Repeated unauthorized use of such devices may result in disciplinary action. Students are prohibited from operating a cell phone or other electronic device (or camera embedded in such device) while in a locker room, bathroom, or any other location where the privacy rights of others may be violated. Students may not use cell phones, pagers, or other

electronic signaling devices during classes unless such use is under the direction of certified staff for educational purposes. Unauthorized possession or use of these devices is grounds for confiscation. Repeated unauthorized use will result in disciplinary action. Depending on the nature of the unauthorized use, the student's parents and/or law enforcement may be contacted and the student's cell phone may be searched.

Child Recording and Audio Child Tracking/Monitoring Systems

Parents and students are expressly prohibited from using covert means to listen-in or make a recording (audio or video) of any meeting or activity at school. This includes placing recording devices, or other devices with one- or two-way audio communication technology (i.e., technology that allows a person off-site to listen to live conversations and sounds taking place in the location where the device is located), within a student's book bag/backpack, on the student's person or otherwise in an area capable of listening in or recording without express written consent of the Superintendent. Any requests to place a recording device or other device with one- or two-way audio communication technology within a student's book bag/backpack or on a student's person shall be submitted, in writing, to the Superintendent along with an explanation of why such recording is necessary. The Superintendent or a designee shall notify the parent(s), in writing, whether such request is denied or granted within five (5) school days. Where consent has been given by the Superintendent, the Principal must be given access by the parent to be a school guardian on the device. This will ensure any "Listen-In" feature is disabled during school hours due to privacy concerns.

Two-Party Consent: Montana is an all-party consent state for private communications. Secretly recording a private conversation, including a one-on-one meeting with a teacher or administrator, is illegal under [Montana Code Annotated 45-8-213](#) without everyone's knowledge.

Communicable Diseases

GFPS Board Policy # 2050, 3410, 3417, 3420

To protect children from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the school nurse or principal so that other students who **may** have been exposed to the disease can be alerted.

These diseases include, but are not limited to:

Amebiasis	Mumps
Campylobacteriosis	Pinkeye
Chickenpox	Ringworm of the scalp
Diphtheria	Rubella (German Measles)
Gastroenteritis	Scabies
Hepatitis	Shigellosis
Influenza	Streptococcal disease, invasive
Measles (Rubeola)	Tuberculosis
Meningitis	Whooping Cough (Pertussis)
Coronavirus	

Complaints by Students and Parents

GFPS Board Policy # 1770, 3210, 3225F, 3225P, 3226, 3300, 3310, 4310, 5232, 5255

Usually, student or parent complaints or concerns can be addressed simply — by a phone call or a conference with the teacher. For those complaints and concerns that cannot be handled so easily, the District has adopted a Uniform Complaint Procedure policy for most complaints (Policy 1770) with the exception of complaints/concerns involving challenges to educational material, those governed by a specified procedure in state or federal law that supersedes a uniform grievance process, and those about sexual harassment and/or disability discrimination. A written copy of the Uniform Complaint Procedure can be obtained at the Superintendent's office.

If a student or parent believes that the Board, its employees, or agents have violated their rights, he or she may file a written complaint with any District Principal or Supervisor under the applicable grievance procedure. If still unresolved, the matter generally may be referred to the Superintendent. Under some circumstances, the district provides for the complaint to be presented to the Board of Trustees in the event the matter cannot be resolved at the administrative level.

Some complaints require different procedures. Any building office or the Superintendent's office can provide information regarding specific processes for filing complaints. Additional information can also be found in Policy 1770, available in any principal's and Superintendent's office.

Students shall use the Title IX Grievance Procedure to address complaints/concerns about sexual harassment. A copy of the Title IX Grievance Procedures can be obtained on the district's website [[Revised Board Policy 3225F Sexual Harassment Reporting Intake Form for Students](#)] or any District or school office or by contacting the Title IX Coordinator Lance Boyd.

Students shall use the Section 504 Grievance Procedure to address complaints/concerns about disability discrimination. A copy of the Section 504 Grievance Procedures can be obtained on the district’s website [[Board Policy 2162 Section 504 of the Rehabilitation Act of 1973](#)] or any District or school office or by contacting Shannon Guilfoyle.

Computer Resources

GFPS Board Policy # 2050, 2169, 3225, 3226, 3300, 3310, 3612, 3612F, 3612P, 3650

Computer resources, including the district’s electronic networks, are an integral part of the district’s instructional program. Use of these resources is a privilege, not a right. Students have no expectation of privacy in material that is stored, transmitted, or received via the district’s electronic networks or the district’s computers. General rules for behavior and communications apply when using the district’s computer resources. Students must sign the *Authorization for Electronic Access Agreement* prior to being authorized to use the district’s computer resources. For additional information, see Policy 3612F, 3612P.

Conduct

GFPS Board Policy # 3310, 3311

In order for students to take advantage of available learning opportunities and to be productive members of our campus community, each student is expected to:

Demonstrate courtesy — even when others do not.

Behave in a responsible manner and exercise self-discipline.

Attend all classes, regularly and on time.

Prepare for each class; take appropriate materials and assignments to class.

Meet District or building standards for dress.

Obey all building and classroom rules.

Respect the rights and privileges of other students, teachers, and other District staff.

Respect the property of others, including District property and facilities.

Cooperate with or assist the school staff in maintaining safety, order and discipline.

Applicability of School Rules and Discipline

To achieve the best possible learning environment for all our students, the Great Falls School District’s rules and discipline will apply:

- On, or within sight of, school grounds before, during or after school hours or at any other time when the school is being used by a school group;

- Off school grounds at a school sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
- Traveling to and from school or a school activity, function or event; and
- Anywhere, including virtual networks, if conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, an interference with school purposes or an educational function, or a threat to the safety and welfare of the student population, or conduct that detrimentally effects the climate or efficient operations of the school.

Violation of Student Code of Conduct

A student is in violation of the Student Code of Conduct if the student engages in any inappropriate behavior, including but not limited to:

- Using, possessing, distributing, purchasing, or selling tobacco, vapor products, or marijuana products (tobacco includes, but is not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, alternative nicotine product, or any other tobacco or nicotine innovation; marijuana products include but are not limited to edible products, ointments, tinctures, marijuana derivatives, marijuana concentrates, and marijuana intended for use by smoking or vaping);
- Using, possessing, distributing, purchasing, or selling alcoholic beverages.
- Using, possessing, distributing, purchasing, or selling marijuana (including medical marijuana).
- Using, possessing, distributing, purchasing, or selling illegal drugs or controlled substances, look-alike drugs, and drug paraphernalia.
- Using, possessing, controlling, or transferring a weapon in violation of the “Possession of a Weapon in a School Building” section of this policy.
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon.
- Disobeying directives from staff or disobeying rules governing student conduct.
- Using violence, force, coercion, intimidation or other comparable conduct toward anyone or urging other students to engage in such conduct except when physical force is determined to be reasonable and necessary and used as self-defense or the defense of another person after an investigation into such conduct.
- Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person’s property.
- Engaging in any activity that constitutes an interference with school purposes or an educational function or any other disruptive activity.
- Unexcused absenteeism.
- Misconduct of any sort on any means of District transportation.

- Bullying, hazing, harassment (including sexual harassment), or intimidation, including cyberbullying.
- Forging any signature or making any false entry or attempting to authorize any document used or intended to be used in connection with the operation of a school.

Corporal Punishment

GFPS Board Policy # 3310, 3231, 3300

No person who is employed or engaged by the district may inflict or cause corporal punishment to be inflicted on a student. Corporal punishment does not include, and district personnel are permitted to use reasonable force as needed to maintain safety for other students, school personnel, or other people, or for the purpose of self-defense.

Counseling

GFPS Board Policy # 2140

Academic Counseling

Students and parents are encouraged to talk with a school counselor, teacher, or principal to learn about course offerings, the graduation requirements of various programs, and early graduation procedures. Each spring, students in grades Eight through Eleven will be provided information on anticipated course offerings for the next year and other information that will help them make the most of academic and vocational opportunities. [See **Graduation Requirements** on pages 16 through 19].

Students who are interested in attending a college, university, or training school or pursuing some other type of advanced education should work closely with their counselor so that they take the high school courses that best prepare them. The counselor can also provide information about entrance examinations and deadlines for application, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

Personal Counseling

School counselors are available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues, or substance abuse. Counselors may also make available information about community resources to address these concerns. If a parent has concerns regarding their student's mental health, they should contact the school counselor. Students who wish to meet with a counselor should contact the counselor at their individual school.

Please note: The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent, unless required by state or federal law. The school

will notify the parents or guardian of the right to opt a student out of a mental health screening and will be notified of any issues or concerns resulting from mental health screening.

Discipline and Due Process

GFPS Board Policy # 2161, 2161R, 3200, 3225, 3226, 3230, 3300, 3310, 3310P, 3311, 3312, 3340, 3345

Students who violate District policies, rules, and directives are subject to discipline at the discretion of District administration. Discipline may include referrals, detention, in-school suspension, out-of-school suspension, and expulsion. Administrators have the discretion to impose, or in the case of expulsion, recommend, the level of discipline deemed appropriate for the misconduct.

Suspension

An administrator has the authority to suspend a student for up to ten (10) school days. The student is entitled to oral or written notification of the charges and is entitled to the opportunity to provide his or her version. Immediate suspension when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process may occur without notice or the opportunity to be heard if notice and the opportunity to be heard shall follow as soon as practicable. Written notice of the suspension containing a statement of its basis and notice of the right to a review of the suspension will be sent to the parents as soon as possible. At the request of the parents, the Superintendent will review the appropriateness of the suspension. The decision of the Superintendent is final.

An administrator has the authority to extend a suspension for an additional ten (10) school days. Prior to extending the suspension beyond the original length not to exceed ten days, the administrator must hold an informal hearing with the student and determine that the student's immediate return to the school would be detrimental to the health, welfare, or safety of others, or would be disruptive to the educational process.

Expulsion

Expulsion is any removal of a student for more than twenty (20) school days without the provision of educational services. Only the Board has the authority to expel a student after holding a hearing that provides the student with an opportunity to be heard. After an investigation into the student's conduct, the administrator must send a written notice to the parents regarding the recommendation to expel the student, the specific charges against the student and supporting evidence, a description of the rule or regulation broken, the date, time, and location of the board hearing, a copy of the Board's procedure, and a description of the student's and parents' rights at the hearing.

Students With Disabilities

Students with rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973 may be suspended in the same manner as students without those rights or expelled under certain circumstances, but prior to the imposition of either penalty, the

District must follow all procedural requirements of those Acts, including holding a manifestation determination meeting when necessary, as required by these Acts.

Distribution Of Material

GFPS Board Policy # 3221, 3222, 4321

School Materials

All school publications are under the supervision of a teacher, sponsor, and the principal and are part of the curriculum. School officials have the discretion to edit or delete material which is inconsistent with the district's educational mission. School-sponsored groups are permitted to distribute materials directly to students upon approval of the building Principal or Superintendent.

Non-School Materials

Written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials may not contain material that is obscene, libelous, invasive of the privacy of others, substantially disruptive to the proper and orderly operation and discipline of the school or school activities, or which advocates conduct inconsistent with the shared values of civilized social order are not permitted. Outside groups, including governmental agencies, parent and student organizations not sponsored by the school, and community organizations are permitted to display their materials on a centrally located bulletin board and/or table available for the displaying of these materials.

Any student who posts material without prior approval will be subject to disciplinary action. Prior approval must be obtained before displaying these materials. Materials should be submitted to the Executive Director's Office Building at least one week prior to the requested distribution.

Dress

GFPS Board Policy # 3224, 3611

Students are reminded that their appearance significantly affects the way others respond to them. Matter of dress remains the primary responsibility of students, in consultation with their parents or legal guardian. Personal appearance of a student should be respected provided it does not interfere with the health and safety of students or others and **does not materially disrupt the educational process**. The administration shall establish procedures for the monitoring of student dress in school or while engaging in extracurricular activities. Specifics regarding this policy may be found in the individual building's student handbook. Note: exceptions to the dress code must be made for religious practices – i.e., prohibition on head coverings

Driver Education

GFPS Board Policy # 2163

Students must be a minimum of 14 ½ years of age on or before the first day of class to enroll in the Driver Education Program. Middle school students who have met the age criteria are eligible to take the training the summer after the Grade 8 year. For more information access the district website at: [Driver Education - Great Falls Public Schools](#).

Dual Credit

GFPS Board Policy # 2169, 2410R, 2600, 2600F

Dual credit allows high school students to simultaneously earn credit toward both a high school diploma and college coursework that can lead to a postsecondary degree or certificate, or toward transfer to another college. The primary purpose of offering dual credit courses is to deliver high quality, introductory, college level courses to high-performing high school students. Students interested in dual credit opportunities must meet with a guidance counselor to determine available options. Students should be aware of Montana High School Association on-campus attendance requirements for activity participation.

Early Graduation

GFPS Board Policy # 2333, 2410R Profile of a Learner

At times, students may move through coursework, earning credit and progressing towards graduation faster than their peers. A student may complete graduation requirements in less than eight semesters or the equivalent amount of secondary school enrollment. Any student seeking to graduate early must submit an application to the Principal at least two (2) semesters prior to the proposed graduation date. Applications must be in writing and co-signed by parents or legal guardians if the student is a minor. [See **Graduation Requirements** on pages 16 through 19]

Emergency School-Closing Information

GFPS Board Policy # 2050, 2100, 2221

The District may close the schools in the event of hazardous weather or other emergencies that threaten the safety of students, staff members, or school property. Emergency school closing information will be broadcast on: Mass phone and/or voicemail notification from the GFPS automated attendance system (*Parent Square*)

- Facebook: <https://www.facebook.com/GreatFallsPublicSchools>
- GFPS Website: <https://www.gfps.k12.mt.us>
- Media websites: @KRTV, www.krtv.com, @KFBB, www.kfbb.com, @GFTribune, www.greatfallstribune.com
- Radio Stations: FM: 92.9, 94.5, 97.9, 98.9, 101.7, 102.7, 104.9, and 106.1
AM: 560 and 1450

Personal Protective Equipment

The District may require the use of personal protective equipment (PPE), including but not limited to safety glasses, if determined to be necessary for the safety and welfare of students and staff members. Exceptions may be made to any such requirement for PPE as permitted by law and on a case-by-case basis.

Extracurricular Activities, Clubs, and Organizations

GFPS Board Policy # 3215, 3310, 3340, 3510, 3550, 4315, 8225

Participation in extracurricular activities, clubs, and organizations is a worthwhile endeavor to enhance students' development and educational experience. Specific eligibility and conduct rules may be adopted regarding participation in activities, clubs, and organizations.

The Great Falls Public School offers the following extracurricular activities:

BOY'S	GIRL'S	COED
Baseball	Basketball	Debate
Basketball	Cross Country	Band
Cross Country	Flag Football	Choir
Football	Golf	Orchestra
Golf	Soccer	
Soccer	Softball	
Swimming	Swimming	
Tennis	Tennis	
Track & Field – Outdoor	Track & Field – Outdoor	
Wrestling	Volleyball	
	Wrestling	

Please refer to the **(Sport Specific Program Policies Handbook)** Parent/guardian permission is required for a child to participate in a school club and/or extracurricular activity (Appendix E). Parents also have the right to withdraw their child from any club or extracurricular activity.

Please note: Student clubs and performing groups such as the band, choir, and drill and athletic teams may establish standards of behavior — including consequences for misbehavior — that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the administrator will apply in addition to any consequences specified by the organization.

A student attending a nonpublic school or home school that meets the requirements under MCA § 20-5-109 may participate in extracurricular activities offered by Great Falls School District subject to the student's eligibility as set out in **(Sport Specific Program Policies Handbook)**. The student's academic eligibility must be verified by the head administrator of the nonpublic school or educator providing the student instruction in the home school as verified by the principal. Any nonpublic or home school student seeking to participate in an extracurricular

activity shall be required to provide proof of identity and residence in the same form as a student enrolling in school to establish residency. Parental permission must be obtained for the student to participate in the extracurricular activity.

Fees

GFPS Board Policy # 2311, 3520

Materials that are part of the basic educational program are provided with state and local funds and are at no charge to a student. A student, however, is expected to provide his or her own pencils, paper, erasers, and notebooks and may be required to pay certain other fees or deposits, including:

- Costs for materials for a class project that the student will keep.
- Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities
- Personal physical education and athletic equipment and apparel.
- Voluntarily purchased pictures, publications, class rings, yearbooks, graduation announcements, etc.
- Voluntarily purchased student accident insurance.
- Musical instrument rental and uniform maintenance, when uniforms are provided by the district.
- Personal apparel used in extracurricular activities that becomes the property of the student.
- Parking fees and student identification cards.
- Fees for lost, damaged, or overdue library books.
- Fees for driver training courses, if offered.
- Fees for optional courses offered for credit that require use of facilities not available on District premises.
- Summer school courses that are offered tuition free during the regular school year.

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the Counselors of the school.

Food Services

GFPS Board Policy # 2510, 8205

The district participates in the National School Lunch and Breakfast Program and offers students nutritionally balanced and appealing meals daily. Free and reduced-price meals are available based on financial need. The district will make every effort to prevent the overt identification of students participating in the free and reduced-price meals by utilizing electronic identification and payment systems. See [Online Meal Application](#) to apply. To manage your child's account balances online go to: www.myschoolbucks.com

BREAKFAST PRICES

Elementary Student: \$2.05

Middle/High School Student: \$2.05

Reduced Price Meals: \$0.30

LUNCH PRICES

Elementary Student: \$3.10

Middle/High School Student: \$3.20

Reduced Price Meals: \$0.40

Extra Milk/Milk Only: \$0.75

Fundraising

GFPS Board Policy # 3530, 3535, 3550, 4210, 4320, 4321, 7260

Student clubs or classes, outside organizations, and/or parent groups occasionally may be permitted to conduct fund-raising drives for approved school purposes. An application for permission must be made to the Executive Director's office.

Except as approved by the Superintendent or designee, fundraising by non-school groups is not permitted on school property.

Grading Guidelines

GFPS Board Policy # 2169, 2410, 2410P, 2410P2, 2420, 2420R, 2168, 2421

Grades assigned by a teacher cannot be changed except by that teacher after discussions involving the student, teacher, and administrator. Grades will comply with the following:

The issuance of grades and progress reports on a regular basis serves as the basis for continuous evaluation of the students' performance and determining changes that should be made to affect improvement. Report cards shall be issued after each grading term. Paris Gibson Education Center students receive teacher advisor progress reports quarterly in lieu of report cards.

Parent Portal

This is parents' access to the GFPS Student Information System, Power School. Power School will allow parents password-protected access to grades, assignment, and attendance information at any time of the day. If you have multiple children in our schools, you will receive a unique username and password for each child. Please keep your passwords confidential so only you can access the information.

Grading System

The grading system utilized within the Great Falls Public Schools is uniform with regard to the scale used at grade levels. Primary students (grades K-2) are graded according to the following set of marks:

<u>Grades K, 1 and 2:</u>	G	-	Good Progress
	S	-	Satisfactory Progress
	I	-	Improving
	N	-	Needs Improvement

At grade 3:

the students are still graded according to the set of marks developed for grades 1-2, with the exception of marks in mathematics, Reading, Language, Writing, and Grammar, which are graded on the following basis:

A = Excellent 90-100%	D = Below Average 60-69%
B = Above Average 80-89%	F = Unsatisfactory 59% - Below
C = Average 70-79%	

The third-grade progress report is a transition report, which allows students and parents the opportunity to experience the set of marks used uniformly in grades 4-12, while still being tied into the set of marks used in grades 1-2 in appropriate areas. Learning habits, communication, collaboration/contribution, and global citizenship, self-directed/motivated learning and graded on a C, S, NY basis in grades K-6. Students in grades K-12 may receive individualized comments from their teachers.

- C = Consistently demonstrates
- S = Sometimes demonstrates
- NY = Not yet demonstrates

Grades 4-12 utilize the grading scale shown below:

A = Excellent 90-100%	D = Below Average 60-69%
B = Above Average 80-89%	F = Unsatisfactory 59% - Below
C = Average 70-79%	

Grade Point Averages, 7-12, are calculated in the following manner:

Grade Point Average or GPA (Grade Point Average) is the average obtained by dividing the total number of grade points earned by the total number of credits attempted. Grade points are based on letter grades, are calculated by grading period and are cumulative:

- 4 points for A+, A, A-
- 3 points for B+, B, B-
- 2 points for C+, C, C-
- 1 point for D+, D, D-
- 0 points for F, W, I. GPAs (Grade Point Average)

Exceptions:

1. G, S, N, I are the marks used to denote grades in Handwriting, Art, Music, Health Enhancement (physical education), and Library in grades 4-6.
2. There are three grades available in Middle School Health Enhancement (physical education) classes in grades 7-8. They are A, P (pass) or F (fail).

3. Grades 5-6 use a separate instrumental music progress report.
4. G, S, N, and I, are the marks used to denote grades in reading at grades K-6.
5. The # sign is used in conjunction with grades K-6 to denote that the curriculum has been modified in some way, to meet individual needs.
6. The x sign is used in grades 9-12 to denote a course is being audited for no credit
7. The I mark is used in grades 9-12 to denote a course grade contains incomplete work and the student has two weeks to complete all missing work for a passing grade.
8. The IP mark is used in grades 9-12 English to denote the student is currently passing but has not yet achieved proficiency in speaking and/or writing.
9. The IR mark is used in grades 9-12 to denote a student is allowed to recover a lost credit through the Academic Variance Committee Process.

If a grade is disputed, a review of the student's work and of the class record book is made by principal and teacher. Every effort shall be made to resolve the differences through conference.

Graduation

GFPS Board Policy # 2410, 2410R, 2413

The Board shall award a high school diploma to every student enrolled in the District who meets the requirements of graduation established by the District. The official transcript will indicate the specific courses taken and level of achievement.

To graduate from Great Falls Public Schools, a student must have satisfactorily completed the last quarter prior to graduation as a Great Falls Public School student. Highly unusual exceptions may be considered by the principal, such as a student exchange program in a recognized school.

The state of Montana requires a minimum of 20 credits to get a diploma from an accredited high school. Great Falls Public Schools requires a minimum of 23 credits for all students in order to graduate from high school. Students can choose to receive the traditional, **Comprehensive Diploma** or they may choose to pursue two optional diploma types, described below.

Differentiated Diplomas

Students may choose to pursue one (1) of three (3) diploma options. All of which meet the Montana Board of Public Education minimum requirements for graduation from an accredited High School program (10.55.905, ARM). Students shall work with their high school guidance counselors, teachers and parents to determine which option best meets their individual needs.

Comprehensive Diploma

Subject Area	Comprehensive Diploma
Credits Needed	23
English	4
Math	3
Science	3
Social Studies	3
Fine Arts	1
CTE	1
Health/PE	2
Financial Tech Skills	.5
General Electives	5.5

Concentration Diploma

Subject Area	Concentration Diploma
Credits Needed	23
English	4
Math	3
Science	3
Social Studies	3
Fine Arts	1
CTE	.5-1
Health/PE	2
Financial Tech Skills	.5
General Electives	5.5-6.0

Students choosing this diploma option must take three (3) or more elective credits in a specific area of concentration from the following: Science, Technology, Engineering, Math (STEM) Career Pathway Concentration (Industrial Technology, Business, Family & Consumer Science), and/or Fine Arts/Humanities.

Honors Diploma

Subject Area	Honors Diploma
Credits Needed	26
English	4
Math	4
Science	3
Social Studies	3
Fine Arts	1
CTE	.5-1
Health/PE	2
Financial Tech Skills	.5
General Electives	8.0-8.5

Honors diploma candidates must have a minimum cumulative GPA of 3.3, six (6) or more credits in any combination of honors, AP, or early college level courses.

Grade Averaging (Re-Taking A Course)

Students who retake a course a second time in order to improve a grade receive elective credit toward their 23 diploma credits unless they are making up an F "no credit" grade, at which point a passing grade will receive core credit. For example, if they took Algebra II and received a "C" grade in it the first time they took the course and retook the course and received a "B" grade in the course, both the "C" and the "B" grades would show on the transcript. Both grades would figure into the GPA (Grade Point Average) and both grades would figure in the total credit count in the transcript. The second math credit (for the retake of the semester) will count as an elective, not as a math credit. It will count towards the 23 credits required for graduation.

Class Rank (Grade Point Average)

Class Rank is compiled from semester grades. Courses not eligible for GPA are designated with an asterisk on the report card.

Honor Roll

Specific information regarding Elementary students' honor roll can be found in each building's handbook. High School and Middle School students must have a minimum grade point average of 3.00 to be placed on the regular honor roll. Specific information regarding honors at graduation and honor roll requirements are included in the building handbook.

Transformational Learning

Transformational Learning links intentional instruction with learning targets. It gives an accurate measure of the student's ability and allows for supervisors, teachers, students and families to see the progression of skill attainment and growth. Transformational Learning supports use of data to drive experiences and instruction, provide specific feedback and track student progress and achievement. At the discretion of the district, a student may be given credit for courses satisfactorily completed in a period of time shorter or longer than normally required and, provided that the course meets the district's curriculum guidelines, which are aligned with the content standards stated in the educational program. Examples of acceptable coursework include, but are not necessarily limited to, those delivered through summer school, completion of Mt Youth Challenge or other specific intensive programs, specially designed courses, and other embedded community-based experiential, online and work-based learning opportunities. These opportunities will foster a learning environment that can be delivered both face to face or virtually.

Work Experience/Internship Program

Work Experience/Internship must provide all participating students with on-the-job experience and training along with career and complimentary vocational/technical classroom instruction to contribute to each student's employability. The student's classroom activities and on-the-job experience must be planned and supervised by the school and the employer to ensure that both activities contribute to the student's employability. Students enrolled in a Work Experience/Internship program must receive credit for related classroom instruction and on-the-job training. In the absence of a proficiency model, the time requirement for students in Work

Experience/Internship must be converted and is equivalent to the time requirement for credit to be earned.

The particular program designed for each student shall be set forth in a written protocol approved by the student, his or her parents or guardians, the work-experience coordinator and the employer. This shall stipulate the terms of employment and the provision for academic credit. The Student, Parent/Guardian, Workplace Supervisor, Work Experience/Internship Coordinator and School Counselor will be required to sign the Great Falls Public School Work Experience/Internship Affiliation Agreement (2600F).

The Work Experience/Internship coordinator shall make such arrangements as necessary with employers for evaluating the student's on-the-job performance and for keeping records of job attendance.

Gun-Free Schools/Firearms

GFPS Board Policy # 3311, 4332

In accordance with the Gun Free School Act, any student who brings a firearm onto school property shall be expelled for a period of not less than one calendar year unless the Board of Trustees has authorized the school administration in writing to modify the requirement for expulsion, including eliminating the requirement for expulsion, on a case-by-case basis.

An administrator may immediately suspend a student if there is cause to believe the student brought a firearm to school or possessed a firearm at school prior to any board hearing on a recommendation for expulsion. If there is a recommendation to expel a student for bringing a firearm to school or possessing a firearm at school, the trustees shall notify the adult student or parent/guardian of a minor student in a clear and timely manner that the student may waive his or her privacy right by requesting the hearing be held in public and may invite other individuals to attend the hearing. At a due process hearing on the recommendation for expulsion due to a student bringing a firearm to school or possessing a firearm at school, there shall be a presentation of a summary of the information leading to the allegations and an opportunity for the student to respond to the allegations. The Board of Trustees is permitted to expel a student only when the trustees determine that the student knowingly (had knowledge of the facts) brought a firearm to school or possessed a firearm at school.

The Board of Trustees is not required to expel a student who has brought a firearm or possessed a firearm at school as long as the firearm is secured in a locked container approved by the District or in a locked motor vehicle the entire time the firearm is at school unless the firearm is in use for a school-sanctioned instructional activity.

If a student is determined by trustees to not have knowingly brought or possessed a firearm at school, the student's record will be expunged from the incident.

Homeless Students

GFPS Board Policy # 3110, 3125, 3125F, 3141

In accordance with federal and state law and regulations, the District will provide homeless students with access to the instructional programming that supports achievement of the content standards and to other services for which they are eligible. Students shall not be segregated into a separate school or program based on their status as homeless, nor shall they be stigmatized in any way.

The District will determine, according to the best interest of the child whether the child will be enrolled in the school of origin or in the public school that non-homeless students who live in the attendance area in which the child is actually living are eligible to attend. In determining the best interest of the child the District will, to the extent feasible, keep the child in the school of origin, unless doing so is contrary to the wishes of the parent.

If the child is unaccompanied by a parent or guardian, the homeless liaison will assist in placement and enrollment decisions, with the views of the child taken into consideration.

The District shall immediately enroll the homeless child, even if the child into the selected school even if the parent/child is unable to produce records normally required for enrollment, such as previous academic records, immunization records, evidence of residency, or other documentation.

Homeless students shall be provided services comparable to services available to other students in the school system including, but not limited to, transportation services; educational services for which the student meets the eligibility criteria, such as educational programs for disadvantaged students, students with disabilities, gifted and talented students, and students with limited English proficiency; vocational and technical programs; preschool programs; before and after school-care programs; and school meals/nutrition programs.

Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. The Superintendent will give special attention to ensuring the enrollment and attendance of homeless children and youths not currently attending school. The Superintendent will appoint a liaison for homeless children.

Homework

GFPS Board Policy # 2430, 2430R

Homework is a constructive tool in the teaching/learning process when geared to the needs and abilities of students. Purposeful assignments not only enhance student achievement but also develop self-discipline and associated good working habits.

Teachers may give homework to students to aid in the student's educational development. Homework should be an application or adaptation of a classroom experience and should not be assigned for disciplinary purposes.

Human Sexuality or Identity Instruction Absence

GFPS Board Policy # 2135

A student may be withdrawn or absent from a class period, assembly, school function, or other instruction at the request of a parent/guardian/other person responsible for human sexuality instruction. Human sexuality instruction is instruction that has the goal or purpose of studying, exploring, or informing students about intimate relationships, sexual anatomy, sexual reproduction, sexually transmitted infections, sexual acts, abstinence, contraception, or reproductive rights and responsibilities. These absences do not count towards the students' overall absents count.

Written consent from the parent or legal guardian is required prior to any student attending identity instruction. Identity instruction is instruction that has the goal or purpose of studying, exploring, or informing students about gender identity, gender expression, or sexual orientation. A student is excused from not attending identity instruction unless the student's parent/guardian provided written consent for the student to be in attendance prior to the instruction.

The District will provide parents/guardians with at least five (5) school days' notice (but not more than 14 school days' notice) before human sexuality or identity instruction is scheduled to occur.

Immunization

GFPS Board Policy # 3110, 3110R, 3413, 3413F1, 3413F2

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student will not be immunized. The immunizations required are: diphtheria, pertussis, rubeola (measles), rubella, mumps, poliomyelitis, varicella and tetanus. Hemophilus influenza type B is required for students under age five (5). Except for those vaccinations required by law, the District will not discriminate against a student by denying or withholding educational opportunities based upon the student's vaccination status.

A student who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of immunization. Within thirty (30) days after a transferring student ceases attendance at the school of origin, the District must receive the original immunization records for the student who transfers into the District.

If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a form signed by the student (or by the parent, if the student is a minor) stating that immunization conflicts with the religious tenets and practices of the parents and student. This form will be maintained as part of the student's immunization records.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a health care provider who is licensed, certified, or otherwise authorized by the laws of any state or Canada to provide health care under Montana law, is authorized within the provider's scope of practice to administer immunizations to which the exemption applies, and has previously provided health care to the student seeking the exemption or has administered an immunization to which the student has had an adverse reaction. This certificate must indicate the specific nature and probable duration of the medical condition or circumstances which contraindicate immunization. This certificate will be maintained as part of the student's immunization records. For further information, see Policy 3413, 3413F1, 3413F2.

Law Enforcement/Investigations

GFPS Board Policy # 3230, 3332, 3310P, 3440, 4313, 4410, 4411

Law enforcement or social service workers must contact students through the administrative office. Students will not usually be questioned or interviewed by law enforcement or other lawful authorities while at school. When law enforcement officers or other lawful authorities, however, wish to question or interview a student at school or the principal requests that the student be interviewed at school:

- The principal shall verify and record the identity of the officer or other authority.
- If the interview is not at the request of the principal, the principal shall ascertain the authority of law enforcement to question or interview the student at the school. If the interview is by court order or other exigencies exist (concern about loss/damage of evidence, flight from jurisdiction, or health, safety, or welfare of the student or other students or staff), the principal has the discretion to allow the interview to take place. Otherwise, if law enforcement can reasonably interview the student at a time when the student is not in school, the principal may, absent a court order or warrant, deny the request for an immediate interview of a student.
- The principal will make reasonable efforts to notify parents unless the officer produces a court order prohibiting the notification of the parents.
- In the event that a parent cannot be present or cannot be reached, the principal will observe the interview.

- Law enforcement must comply with all legal requirements regarding notification of parents and consent prior to interviewing students.
- Social service workers may be permitted to interview students at a school consistent with Montana law. The principal will observe the meeting if the social service worker declines to notify the parents.

Students Taken into Custody

State law requires the District to permit a student to be taken into legal custody by a law enforcement officer or probation officer to comply with a lawful court order, a warrant for arrest, or a law enforcement determination that probable cause exists for the arrest. To the extent practicable, the arrest should be conducted out of the view of other students in the administration offices. A social service worker may take custody of a student with a lawful court order or under the powers of MCA § 41-3-301.

The principal will immediately notify the Superintendent and/or designee will make reasonable attempts to notify a parent unless the officer or official produces a court order prohibiting the notification of the parents. Because the principal does not have the authority to prevent or delay a custody action, notification will most likely be after the fact.

Service of Process

At times, law enforcement may seek to serve a student with a subpoena or other legal documents (i.e., complaint, summons). Absent a court order, the principal has the discretion to determine whether service at school is disruptive to the educational environment. If service is directed by a court or is not disruptive to the educational environment, the principal will make reasonable attempts to contact the parents regarding the service. Where the principal has determined that service would be disruptive to the educational environment, the principal will make a reasonable attempt to coordinate with law enforcement to serve the student when school is not in session. Service on a student will be accomplished out of the view of other students in the administration offices.

Medicine at School

GFPS Board Policy # 3416, 3416F, 3418, 8302, 8450, 8450R

A student who must take prescription medicine during the school day that is necessary for his or her health and well-being must written authorization signed by the parents and the licensed health care provider allowing the dispensation of the medication. The student must bring the medicine in its original, properly labeled container, to the school nurse. The school nurse or school employee to whom the task is delegated pursuant to Montana law will either give the medicine at the proper times or give the student permission to take the medication as directed.

A student who has authorization to possess and self-administer medication must have completed and filed, with the office, a written order for self-administration of a medication from a licensed health care provider or dentist as well as written authorization from the parents for the self-administration. The principal may authorize, in consultation with medical personnel, a student with asthma, severe allergies, or anaphylaxis to possess and self-administer emergency medication from an epinephrine pen (EpiPen), epinephrine nasal spray, or asthma inhaler. The written order and written authorization must be provided annually.

Parent Involvement, Responsibilities, and Rights

GFPS Board Policy # 3200, 3221, 3310

The District believes that the best educational result for each student occurs when all three partners are doing their best: the District staff, the student's parent, and the student. Such a partnership requires trust and much communication between home and school. To strengthen this partnership, every parent is urged to:

- Encourage his or her child to put a high priority on education and commit to making the most of the educational opportunities the school provides.
- Review the information in the student handbook with his or her child and sign and return the acknowledgment form(s) and the directory information notice. A parent with questions is encouraged to contact the building Principal.
- Become familiar with all of the child's school activities and with the academic programs and course of study, including special programs, offered in the District. Discuss with the counselor or principal any questions, such as concerns about placement, assignment, early graduation, methods to opt-out of programs and instruction consistent with parent/family rights, and other options available to the child.
- Monitor the child's academic progress and contact teachers as needed, including to discuss homework, attendance, and discipline. Parents have the right to review their child's education records upon request.
- Attend scheduled conferences and request additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office for an appointment. A teacher will usually arrange to return the call or meet with the parent during his or her conference period or at a mutually convenient time before or after school.
- Become a school volunteer. For further information, contact the school office.
- Access District policies, handbooks, Board and committee meeting agendas, and District grievance procedures to participate in the governance of the District through the Board of

Trustees. Contact information for administrators and trustees is available on the District's website [School Board - Great Falls Public Schools](#).

- Contact a counselor or principal to discuss rights related to student name and pronoun use consistent with the Family Education Rights and Privacy Act and Policy 3600.
- Participate in campus parent organizations. Parents have the opportunity to support and be involved in various school activities, either as leaders or in supporting roles. Contact your students school for more opportunities.

Protection of Student Rights

Parent Rights

All fundamental parental rights are exclusively reserved to the parent of a child without obstruction or interference by a government entity in accordance with state and federal law (including without limitation to statutes and the common law) and District policy.

Surveys

Parents have the right to inspect any survey or evaluation and refuse to allow their child to participate in such survey or evaluation that does not require the collection of personally identifiable information and is not necessary and essential for establishing the student's education record or validating an achievement test for admission to a post-secondary institution. Parents have the right to opt their student in to a survey or data collection that requires the collection of personally identifiable information and is not necessary and essential for establishing the student's education record or validating an achievement test for admission to a post-secondary institution.

Instructional Materials

Parents have the right to inspect instructional materials used as a part of their child's educational curriculum, within a reasonable time. This does not include academic tests or assessments.

Collection of Personal Information from Students for Marketing

The District will not administer or distribute to students any survey or other instrument for the purposes of collecting or compiling personal information for marketing or selling such information, with the exception of the collection, disclosure, or use of personal information collected for the exclusive purpose of developing, evaluating, or providing educational products/services for, or to, students or educational institutions.

Pursuant to federal law, the District will seek parental consent prior to and will not request, nor disclose, the identity of a student who completes any federally-funded survey or evaluation (created by any person or entity, including the District) containing one or more of the following:

- Political affiliations.
- Mental and psychological problems
- Illegal, antisocial, self-incriminating, and demeaning behavior.
- Criticism of other individuals with whom the student or the student's family has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of students or the student's parent/guardian.
- Income, except when the information will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

Release of Students from School

GFPS Board Policy # 3440

A student will not be released from school at times other than at the end of the school day except with permission from the principal or designee and according to the building sign-out procedures. Students will be released, with a parental request in writing, for the purpose of receiving religious instruction. Unless the principal has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day.

A student who will need to leave school during the day must bring a note from his or her parent that morning. A student who becomes ill during the school day should, with the teacher's permission, report to the office or school nurse. The administrator or nurse will decide whether or not the student should be sent home and will notify the student's parent. When in doubt as to custodial rights, the District will rely on the most recent information available in the student's records. A student will only be released with prior written permission from the custodial parent to a previously unauthorized adult unless an emergency situation justifies a waiver.

Religious Practices

GFPS Board Policy # 2332, 3510

Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school. Students may also

pray in groups and discuss their religious views with other students as long as they are not disruptive or coercive. The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity. Student prayer, even if nonsectarian or non-proselytizing, will not be broadcast over the school public address system.

Students may study religions ancillary to the studies of human history and development and various national, cultural, and ethnic groups. This study will give neither preferential nor derogatory treatment to any religion or religious belief. The inclusion of religious music, symbols, art, or writings during instruction or in school programs or performances may occur where the religious content has a historical and/or independent educational purpose consistent with the approved curriculum. A student may read the Bible or other religious material during free reading time or when self-selected and consistent with a classroom or course requirements. For additional information, please see Policy 2332.

Report Cards, Progress Reports, and Conferences

GFPS Board Policy # 2420, 2420R, 3120, 3600R

Written reports of absences and student grades or performance in each class or subject are issued to parents quarterly.

The District may require that report cards and unsatisfactory progress reports be signed by the parent and returned to the school.

Safety

GFPS Board Policy # 3431, 3410, 3416, 3417, 8301, 8302, 8302R

Accident Prevention

Student safety on campus and at school-related events is a top priority of the District. Although the District has implemented safety procedures, the cooperation of students is essential to ensure school safety. A student should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the behavioral standards in this handbook, as well as any additional rules for behavior and safety set by the principal, teachers, or bus drivers.
- Remain alert to and promptly report safety hazards, such as intruders on campus.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other District employees who are overseeing the welfare of students.

Emergency Medical Treatment and Information

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment and information about allergies to medications, etc. Therefore, parents are asked each year to complete an emergency care contact information form. Parents should keep emergency care information up to date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the office to update any information.

Drills: Fire, Earthquake, and Other Emergencies

From time to time, students, teachers, and other District employees will participate in drills of emergency procedures. When the alarm is sounded, students should follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

Searches and Seizures

GFPS Board Policy # 3231, 3232

To protect students, employees, and visitors from the serious risk to the health and safety of students posed by alcohol, drugs, drug paraphernalia, and weapons, which are compelling interests, it is necessary to conduct searches of persons and property under certain, limited circumstances. Such searches are necessary to: deter the presence and possession of prohibited substances and items; deter drug and alcohol abuse among the student population; to educate students as to the serious physical, mental and emotional harm caused by drug and alcohol abuse; to prevent injury, illness and harm as result of drug, alcohol abuse and/or weapons; to help identify student drug use and assist parents in pursuing evaluation and appropriate counseling; and to maintain a safe environment free of weapons, alcohol and drug use by vigilant monitoring. In the school environment, including student use of District-owned parking lots, students have a lower expectation of privacy due to the District's responsibility for maintaining discipline, health, and safety.

District officials may conduct reasonable searches of school property and equipment, students and their personal effects, and vehicles parked on District property to maintain health, safety, and security in the schools. The types of property that may be searched by school officials include but are not limited to lockers, desks, purses, backpacks, cellular phones or other electronic communication devices, or vehicles parked on District property.

Students and their Personal Effects

School officials may search a student, the student's personal effects (e.g., purses, backpacks, coats, etc.), and/or District property under the direct control of the student when there is reasonable suspicion that the search will produce evidence that the student has violated or is violating the law or the District's policies or rules. Reasonable suspicion shall be based on the

specific and objective facts that the search will produce evidence related to the alleged violation. The parent of the student shall be notified of the search as soon as possible.

Vehicles Parked on School Property

Parking on District property is a privilege for all students. Students may not use, transport, carry, or possess alcohol, illegal drugs or any weapons in their vehicles on school property. While on school property, vehicles may be inspected at any time by staff, or by contractors employed by the District utilizing trained dogs, for the presence of alcohol, illegal drugs, drug paraphernalia, or weapons. Any student seeking to park on District property shall sign the authorization form contained in Appendix D. Students who park on District property without signing the authorization form may be subject to discipline.

In the event the school has reason to believe that alcohol, drugs, drug paraphernalia, or weapons are present, including by alert-trained dogs, the District is authorized to contact law enforcement to conduct a search of the interior of the student's vehicle. A student who removes a vehicle prior to a search by law enforcement when staff have reason to believe that alcohol, drugs, drug paraphernalia or weapons are present, may be subject to discipline and is prohibited thereafter from parking on District property.

School Property

School property, including, but not limited to, desks and lockers, is owned and controlled by the District and may be searched by school authorities at any time it is not under the immediate, direct control of the student, regardless of whether there is reasonable suspicion. School authorities are authorized to conduct area-wide, general administrative inspections of school property without notice to or consent of the student and without reasonable suspicion. The District may employ contractors to handle trained dogs to assist in these searches.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Evidence produced by a search may be used in disciplinary proceedings against the student.

Sexual Harassment

GFPS Board Policy # 1770, 3210, 3300, 3225P, 3225F, 3226, 5012, 5012F, 5012P, 5226, 5232, 5255

The District encourages parental and student support in its efforts to address and prevent sexual harassment in the public schools. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with the District's Title IX coordinator.

Sexual harassment is conduct on the basis of sex that satisfies one or more of the following:

1. *Quid pro quo*: An employee of the recipient conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), , or "stalking" as defined in 34 U.S.C. 12291(a)(30).

A determination of responsibility resulting from a formal complaint against a student for engaging in sexual harassment will result in appropriate disciplinary action, according to the nature of the offense.

Complaints may be submitted via the District's Title IX Grievance Procedure. Please refer to Policies 3210 and 3225 or additional information regarding the District's prohibition against discrimination and harassment.

Students in Foster Care

Students in foster care are entitled to educational stability under Title I for the duration of their time in foster care. "Foster care" means "24-hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility." This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive home.

The District will take efforts to ensure that a child in foster care:

- Remains in his or her school of origin (school last enrolled in at the time of placement in foster care) unless it is not in the child's best interest; or

- If the school of origin is not in the child’s best interest, the child must be immediately enrolled in a new school regardless of being able to produce records otherwise required.

The District will collaborate with the child welfare agency involved in a particular student’s case to make the “best interest” determination as quickly as possible. The District will also collaborate with the child welfare agency regarding the provision of transportation to the selected school for the student.

Student Records

GFPS Board Policy # 2131, 3600, 3600P, 3600R, 3608, 3650

Access by Parents and Student

A student’s school records are confidential and are protected from unauthorized inspection or use pursuant to the Family Educational Rights and Privacy Act (FERPA). The District maintains two sets of records: a permanent record and a cumulative record.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is under 18. A parent whose rights have been legally terminated will be denied access to the records, if the school is given a copy of the court order terminating these rights.

The building principal will be responsible for maintenance, retention, or destruction of a student’s permanent or cumulative records, in accordance with District procedure established by the Superintendent. The principal will respond to reasonable requests for explanation and interpretation of the records. Access to records will be granted within 45 days of receipt of a written request. If circumstances prevent a parent or eligible student from inspecting the records, the District will either provide a copy of the requested records or make other arrangements for the parent or student to review the requested records.

Parents of a minor, the student (if 18 or older), and school officials with legitimate educational interests are persons who may regularly access a student’s records. “School officials with legitimate educational interests” include any employees, agents, or Trustees of the District; cooperatives of which the District is a member; or facilities with which the District contracts for the placement of students with disabilities, as well as their attorneys and consultants, who are working with a student or otherwise performing functions the school would perform in accordance with Family Educational Rights and Privacy Act.

The parent’s or student’s right of access to, and copies of, student records does not extend to all records. Materials that are not considered educational records, such as teachers’ personal notes on a student that are shared only with a substitute teacher, records pertaining to former students of the District, and records maintained by school law enforcement officials for purposes other than school discipline do not have to be made available to the parents or student. Access will also not be granted to the parent or the student to confidential letters and recommendations

concerning admission to a post-secondary educational institution, applications for employment, or receipt of an honor or award, if the student has waived his or her right of access after being advised of his or her right to obtain the names of all persons making such confidential letters or statements.

See Policy 3600 for more information.

Access by Other Individuals and Entities

Certain officials from various governmental agencies may have limited access to the records without prior consent by the parents or student (over 18 years of age). Disclosure to these governmental agencies may be done under some of the following circumstances:

- The District may grant access to or release information from student records to employees or officials of the District or the Montana State Board of Education, provided a current, legitimate educational interest is shown.
- The District may grant access to or release information from student records without parental consent or notification to any person, for the purpose of research, statistical reporting, or planning, provided that no student or parent can be identified from the information released, and the person to whom the information is released signs an affidavit agreeing to comply with all applicable statutes and rules pertaining to school student records.
- The District will grant access to or release information from any student record as specifically required by federal or state statute.
- The District may release student records or information in connection with an emergency, without parental consent, if the knowledge of such information is necessary to protect the health or safety of the student or other persons. The Superintendent or Principal will make this decision, taking into consideration the nature of the emergency, the seriousness of the threat to the health and safety of the student or other persons, the need for such records to meet the emergency, and whether the persons to whom such records are released are in a position to deal with the emergency.
- The District may disclose student records or information to the youth court and law enforcement authorities, pertaining to violations of the Montana Youth Court Act or criminal laws by the student.
- The District will comply with an *ex parte* order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to or consent of the student's parent.

- The District may disclose student records in a court proceeding where the parent is a party to an action involving child abuse or neglect or dependency matters without parental consent or notification if ordered to make this disclosure.
- The District may disclose student records to caseworkers or other Child Protective Services representatives when DPHHS/CPS is legally responsible for the care and protection of the student without notification or consent of the parent.

The District forwards a student's records on request and without prior parental consent to a school in which a student seeks or intends to enroll. Records are also released in accordance with court order or lawfully issued subpoena. Unless the subpoena is issued for law enforcement purposes and the subpoena orders that its contents, existence, or the information sought not be disclosed, the District will make a reasonable effort to notify the parent or eligible student in advance of compliance.

Parental consent is required to release the records in most circumstances. When the student reaches 18 years of age, only the student has the right to consent to release of records.

The District charges a nominal fee for copying records; however, no parent or student will be precluded from copying information because of financial hardship. An access log will also be maintained for each record which details those individuals accessing the records and their legitimate interest in the records.

Challenging Content of Records

Students over 18, and parents of minor students may inspect the student's records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the District refuses the request to amend the records, the requestor has the right to ask for a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, parents and the student are not allowed to contest a student's grade in a course or references to expulsions and out-of-school suspensions through this process.

Directory Information

Certain information about district students is considered directory information and will be released to anyone, including military recruiters and/or post-secondary institutions, who follows procedures for requesting it, unless the parent objects to the release of any or all directory information about the child. The opportunity to exercise such an objection was provided on the form signed by the parent to acknowledge receipt of this handbook. Directory information includes: a student's name, address, telephone number, electronic mail address, date of birth, participation in officially recognized activities and sports, weight and height of members of

athletic teams, photographs, dates of attendance, grade level, and honors and awards received in school.

Maintenance of Records

Permanent records are maintained in perpetuity for every student who has enrolled in the District. Cumulative records will be maintained for eight (8) years after the student graduates or permanently leaves the District. Cumulative records which may be of continued assistance to a student with disabilities, who graduates or permanently withdraws from the District, may, after five (5) years, be transferred to the parents or to the student if the student has succeeded to the rights of the parents.

Rights under FERPA

Copies of the complete FERPA Policy adopted by the District may be obtained from the Superintendent's Office or from the Principal's Office of each school within the District.

The right to file a complaint with the Office that administers FERPA is.

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Privacy Matters – Photographs and Social Media

Because of the advent of cell phones and social media, it has become almost impossible to fully protect the privacy rights of any individual from having his or her picture taken and shared with others. Parents have the right to annually opt out of the District sharing their child's photograph in publications or through District media events. The District will honor any parent opt-outs and not share this information. However, the District cannot prevent others who are present from sharing photos and videos from school events open to parents and/or the public, including music performances, sporting events, open assemblies, or field trips.

Summer School

GFPS Board Policy # 2240

The Board of Trustees authorizes a summer program of instructional offerings for the purpose of remediation of credit, maintenance of skills, and credit accrual. All classes offered for credit must meet minimum state requirements of accreditation and may be delivered to the school, virtually, or at another offsite location. Remediation credit courses shall be offered for grades 9-12, in accordance with the District advancement requirements. Credit course offering must be approved by the Superintendent or designee.

Credit-bearing courses have been aligned with the district curriculum benchmarks and focus on the academic core curriculum required for graduation. The 9-12 summer school may not be taken to replace coursework that they have failed previously. 9-12 summer school may not be taken to replace coursework not previously taken in an attempt to graduate early, unless the student has obtained prior approval through the building Academic Variance Committee. Some courses may be available for credit enhancement.

The Great Falls Public Schools Virtual Academy is available to students, entering grades 9-12, and is designed to allow students to accrue credit, through a digital platform, during the summer. Registration for the GFPS Virtual Academy occurs every spring. Families must pay a fee for Virtual Academy courses. For more information, contact the GFPS High School Coordinator or Curriculum at (406) 268-6761.

Textbooks

GFPS Board Policy # 2311, 3520

Board-approved textbooks are provided free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. A student who is issued a damaged book should report the damage to the teacher. Any student failing to return a book issued by the school or damaging a book issued by the school may be charged to replace the book.

Transportation

GFPS Board Policy # 8100, 8101, 8110, 8110R

School Sponsored

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The principal, however, may make an exception if the parent personally permitted the student to ride with the parent, or the parent presents — before the scheduled trip — a written request that the student be permitted to ride with an adult designated by the parent.

Buses and Other School Vehicles

The District makes school bus transportation available for Elementary students who live one (1) mile from school, Middle School students who live One and one-half (1 ½) miles from school, and High School students who live Two (2) miles from school or are required by law to be transported. This service is provided at no cost to students. Bus routes and any subsequent changes are posted at the school. Further information may be obtained by calling the **Transportation Department (406-268-6015)**.

Students are expected to assist District staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding school buses, students are held to behavioral standards established in this handbook. Students must:

- Follow the driver’s directions at all times.
- Enter and leave the bus in an orderly manner at the designated bus stop nearest home.
- Keep feet, books, band instrument cases, and other objects out of the aisle.
- Not deface the bus or its equipment.
- Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus.
- Wait for the driver’s signal upon leaving the bus and before crossing in front of the bus.

When students ride in a District van or passenger car, seat belts must be fastened at all times.

Misconduct will be punished and bus-riding privileges may be suspended.

Videotaping of Students

GFPS Board Policy # 3235, 3235F

The District has the right to use security and surveillance video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent. Students may be videoed at events and practices open to the public, including but not limited to public performances, dress rehearsals, athletic practices open to the public, and athletic competitions.


Students in violation of Board policies, administrative regulations, building rules, or law shall be subject to appropriate disciplinary action. Others may be referred to law enforcement agencies.

Video recordings from security and surveillance cameras may become a part of a student’s educational record. The District shall comply with all applicable state and federal laws related to record maintenance and retention. Signs will be posted at various locations to inform students, staff, and members of the public that video surveillance cameras are in use. The District will seek consent before recording students individually in the classroom. Requests for viewing a video recording from the GFPS video surveillance system by anyone except authorized school personnel must be made in writing on this District form to the school principal. Link for Video Surveillance Viewing Request Form. <https://gfps.k12.mt.us/fs/resource-manager/view/4466c929-0803-4d8a-a5e9-a22f437ea5a6>

Visitors

GFPS Board Policy # 4301, 4302,4313, 4332, 4315, 4316

The District has the discretion to permit visitors. For the safety of those within the school, all visitors must first report to the principal's office. Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher and so long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment.

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: June 8, 2026

CATEGORY: Report

AGENDA ITEM NUMBER: IX. B.

CABINET MEMBER: Jackie Mainwaring

TOPIC

First Reading of Board Policy 2410R (Revised) – *Publication of Graduation Requirements*

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

A committee consisting of Superintendent Heather Hoyer, Director of Business Operations Luke Diekhans, Director of Human Resources Heather Spurzem, Executive Directors of Student Achievement Jackie Mainwaring and Lance Boyd, Business Office Lead Aly Konecny, Executive Assistant to the Superintendent Sherri Clark, Administrative Assistant Jerri Rollins and Trustees Bill Bronson, Craig Duff, and Paige Henning have been meeting to discuss and make changes where necessary on the policies mentioned above.

DISCUSSION

Policy 2410R Language changes as recommended by the Committee.

FISCAL IMPLICATIONS

None

RECOMMENDATION

This report is for information only. No action is required at this time. The request will be brought before the Board for action at a future Board meeting.

For more information about this item, please contact Superintendent Heather Hoyer at (406) 268-6001.

[Return to Agenda](#)

2
3 **INSTRUCTION**

4
5 Publication of Graduation Requirements

6
7 Prior to registering in high school, each student will be provided with a copy of the current
8 graduation requirements. Graduation requirements shall also be included in the student
9 handbook.

10
11 High School Graduation Requirements

12
13 Minimum requirements for graduation from Great Falls Public Schools shall be twenty-three
14 (23) credits:

- 15
16 • Four (4) credits of English – In addition to the previously Board adopted communication
17 arts curriculum, students must demonstrate proficiency in Public
18 Speaking/Communication Skills and Writing each year to earn credit.
 - 19 • Three (3) credits of Social Studies. Two- and one-half credits (2.5) shall be from the
20 required District curriculum and one-half credit (.5) may be an elective Social Studies
21 course.
 - 22 • Three (3) credits of Mathematics, which shall include ~~Algebra 1~~ *Integrated Math 1*.
 - 23 • Three (3) credits of Science, which shall include the following:
 - 24 ○ One (1) credit in Earth and Space Science or of an additional science elective
25 upon Demonstration of Equivalent Proficiency in Earth and Space Science.
 - 26 ○ One (1) credit in Biology
 - 27 ○ One (1) credit in Science Elective
 - 28 • Two (2) credits of Health Enhancement (Health and Physical Education) – (can be taken
29 grades 9-10-11-12). One- and one-half credits (1.5) shall be from the required District
30 curriculum and one-half credit (.5) may be an elective Health Enhancement course.
 - 31 • One (1) credit of Career and Vocational/Technical Education (CTE), which may include
32 Agriculture, Business, Family and Consumer Science, Industrial Technology, JROTC,
33 and/or medical/Health Occupations. Courses in Media Production, Graphic
34 Arts/Publications, Stagecraft, and Video Productions may qualify for CTE credit
35 dependent on the state teacher licensure requirements.
 - 36 ○ *Students who elect the Concentration Diploma or Honors Diploma option may
37 substitute one half credit of Financial Literacy for this requirement.
 - 38 • One (1) credit of Fine Arts (Art, Drama, Music).
 - 39 • One-half (.5) credit Financial Literacy which shall be delivered through Personal
40 Finance, Consumer Econ, or Consumer Math. ~~(The Class of 2024 may substitute~~
41 ~~Financial Tech Skills for Financial Literacy).~~
 - 42 • A minimum of five and one half (5.5) credits of General Electives.
 - 43 • Special education students who have successfully completed their IEP leading to
44 completion of high school will be awarded a diploma.
- 45
46

1 Differentiated Diplomas

2
3 Students may choose to pursue one (1) of three (3) diploma options. All of which meet the
4 Montana Board of Public Education minimum requirements for graduation from an accredited
5 High School program (10.55.905, ARM) and all of the minimum requirements for graduation
6 from Great Falls Public Schools. Students shall work with their high school guidance counselors,
7 teachers and parents to determine which option best meets their individual needs.

8
9 Comprehensive Diploma

Subject Area	Comprehensive Diploma
Credits Needed	23
English	4
Math	3
Science	3
Social Studies	3
Fine Arts	1
CTE	1
Health/PE	2
Financial Literacy	.5
General Electives	5.5

11
12 Concentration Diploma

Subject Area	Concentration Diploma
Credits Needed	23
English	4
Math	3
Science	3
Social Studies	3
Fine Arts	1
CTE	.5-1
Health/PE	2
Financial Literacy	.5
General Electives	5.5-6.0

13
14
15 Students choosing this diploma option must take three (3) or more elective credits in a specific
16 area of concentration from the following concentrations:

- 17
- 18 • Science, Technology, Engineering, Math (STEM) – includes health sciences
- 19 • Career Pathways Concentration (Industrial Technology, Business, Family Consumer
- 20 Science)
- 21 • Fine Arts/Humanities
- 22
- 23

1 Honors Diploma

2

Subject Area	Honors Diploma
Credits Needed	26
English	4
Math	4
Science	3
Social Studies	3
Fine Arts	1
CTE	.5-1
Health/PE	2
Financial Literacy	.5
General Electives	8.0-8.5

3

4 Honors diploma candidates must have a minimum cumulative GPA of 3.3, six (6) or more
5 credits in any combination of honors, AP, or early college level courses.

6

7 Alternative Programs

8

9 A student may be given credit for a course satisfactorily completed in a period of time shorter or
10 longer than normally required and, provided that the course meets the District’s curriculum and
11 assessment requirements, which are aligned with the content standards stated in the education
12 program. Credit toward graduation requirements may be granted for planned learning
13 experiences from accredited programs, such as summer school, university courses, and
14 correspondence courses, extension, and distance learning courses, adult education, summer
15 school, work study, work-based learning partnerships, and other experiential learning
16 opportunities, custom-designed courses, and challenges to current courses. The District shall
17 accept units of credit taken with the approval of the District and which appear on the student’s
18 official school transcript. Credit for work experience may be offered when the work program is
19 part of and supervised by the school.

20

21 Dual Credit

22

23 Dual credit allows high school students to simultaneously earn credit toward both a high school
24 diploma and college coursework that can lead to a postsecondary degree or certificate, or toward
25 transfer to another college. The primary purpose of offering dual credit courses is to deliver high
26 quality, introductory, college level courses to high-performing high school students. Students
27 interested in dual credit opportunities must meet with a guidance counselor to determine
28 available options.

29

30 Students should be aware of Montana High School Association ~~on-campus~~ *academic and*
31 attendance eligibility requirements for activity participation.

32

33

34

35

1 Audit Courses

2
3 Courses may be audited for no credit by junior or senior students if the course is not specifically
4 requested for graduation. Advanced Placement courses may not be taken for audit. Preference in
5 the course will be given to students taking the course for the first time for credit.

6
7 Grade Averaging (Re-taking a Course)

8
9 All courses attempted will be recorded on the transcript, with documentation of the student's
10 performance. The overall grade-point average will be calculated using all grades recorded for all
11 courses attempted, and that grade-point average will be used for purposes of student ranking
12 without regard to whether any courses were repeated. Preference for enrollment in all courses
13 will be given in the following order, based on space available: students taking the course for the
14 first time; students repeating the course after previously failing to receive credit for the course;
15 and students repeating the course after previously receiving credit for the course, with students
16 who have lower grades having preference. Exceptions may be made to the preference order upon
17 recommendation of the student's counselor and approval by the High School administration. The
18 transcript may note a course that has been repeated in some manner, i.e., an asterisk, and include
19 a statement explaining the grade-point average calculation method.

20
21 Class Rank (Grade-point Average)

22
23 Class Rank is compiled from semester grades. Courses not eligible for GPA are designated with
24 an asterisk on the report card.

25
26 Honor Roll

27
28 A student must have a minimum grade-point average of 3.0 to be placed on the regular honor
29 roll. Specific information regarding honors at graduation is included in the student handbook.

30
31 Early Graduation

32
33 In accordance with provisions of § 20-9-313, MCA, the ANB of a school may be increased when
34 a high school district provides early graduation for a student who completes graduation
35 requirements in less than eight semesters or the equivalent amount of secondary school
36 enrollment. The increase must be established by the Trustees as though the student had attended
37 to the end of the school fiscal year and must be approved, disapproved, or adjusted by the
38 Superintendent of Public Instruction.

39
40 Any student seeking to graduate early must submit an application to the principal at least two (2)
41 semesters prior to the proposed graduation date. Applications must be in writing and co-signed
42 by parents or legal guardians if the student is a minor.

1 Post-Graduated

2

3 The Board may admit an individual who has graduated from high school but is not yet 19 years
4 of age even though no special circumstances exist for waiver of the age requirements outlined in
5 Policy 3310. The Board authorizes the Superintendent or designee to notify parents and students
6 of this opportunity to enroll after earning a diploma or purposes post-secondary or career
7 preparations. Any student enrolled under this provision shall be included in the District’s ANB
8 calculation.

9

10 Waiver of Requirement

11

12 The Board grants the Superintendent or ~~his/her~~ designee the authority to waive specific course
13 requirements based on individual student needs and performance levels. Waiver requests shall
14 also be considered with respect to age, maturity, interest, and aspirations of the students and shall
15 be in consultation with the parents or guardians. In addition, the Superintendent or designee can
16 determine that a student may be given credit for a course satisfactorily completed in a period of
17 time shorter or longer than normally required and, provided that the course meets the District's
18 curriculum and assessment requirements, which are aligned with the content standards stated in
19 the education program.

20

21 Educational Disruption

22

23 If a student who has experienced an educational disruption meets the minimum high school
24 credit requirement for graduation as established by administrative rules of the Board or Public
25 Education but will not meet a higher credit requirement established by the Board of Trustees, the
26 District shall award the student a comprehensive diploma.

27

28 For the purpose of this policy, “educational disruption” means a disruption experienced during
29 grades nine through twelve caused by homelessness, involvement in the child welfare system or
30 juvenile justice system, a medical or mental health crisis, or another event considered a
31 qualifying educational disruption by the District.

32

33 Cross References:

34 Policy 1005FE	Proficiency Based Learning
35 <i>Policy 1610</i>	<i>Goals and Objectives</i>
36 <i>Policy 2050</i>	<i>Student Instruction</i>
37 <i>Policy 2158</i>	<i>Family Engagement and Educational Involvement</i>
38 <i>Policy 2168</i>	<i>Distance, Online, and Technology-Delivered Learning</i>
39 Policy 2333	Participation in Commencement Exercises
40 <i>Policy 2413</i>	<i>Credit Transfer-Assessment for Placement from Non-Accredited and Non-</i>
41	<i>Public Schools</i>
42 Policy 2600	Work Based Learning <i>Work Experience/Internship Program</i>
43 <i>Policy 2600P</i>	<i>Work Experience/Internship Program – Insurance</i>
44 <i>Policy 2600F</i>	<i>GFPS Work Experience/Internship Affiliation Agreement</i>
45 <i>Policy 3124</i>	<i>Military Compact Wavier</i>
46 Policy 3125	Homeless Students

1	<i>Policy 3145</i>	<i>Foreign Exchange Students</i>
2	<i>Policy 3145R</i>	<i>Foreign Exchange Students</i>
3	<i>Policy 3150</i>	<i>Part-Time Attendance</i>
4	<i>Policy 3150R</i>	<i>Part-Time Attendance</i>
5	<i>Policy 3310</i>	<i>Student Discipline</i>
6		
7	<u>Legal References:</u>	
8	§ 10-1-1402, MCA	Legislative Intent
9	§ 20-1-101, MCA	Definitions
10	§ 20-1-102, MCA	Legislative Goals for Public Elementary and Secondary Schools
11	§ 20-3-322, MCA	Meetings and Quorum
12	§ 20-5-201, MCA	Duties and Sanctions
13	§ 20-7-1330, MCA	Graduation Requirements for Youth Who Experience Disruption in
14		Education
15	§ 20-9-313, MCA	Circumstances Under Which Regular Average Number Belonging May Be
16		Increased
17	10.55.904, ARM	Basic Education Program Offerings: High School
18	10.55.905, ARM	Graduation Requirements
19	10.55.906, ARM	High School Credit
20	Chapter 80—2021 General Legislative Session	
21	HB 246—2021 General Legislative Session	
22		
23		
24	<u>Policy History:</u>	
25	Adopted on:	July 1, 2000
26	Revised on:	September 9, 2002
27	Revised on:	February 24, 2003
28	Revised on:	April 24, 2006
29	Revised on:	January 12, 2015
30	Revised on:	November 27, 2017
31	Revised on:	June 28, 2021
32	Revised on:	August 21, 2023
33	<i>Revised on:</i>	