

AGENDA

Board of Trustees
Regular Meeting
August 3, 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

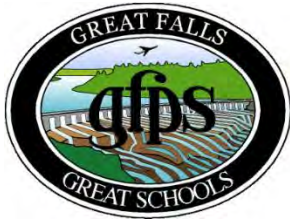


BOARD OF TRUSTEES

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

August 3, 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 | |
| <p><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></p> | | |
| A. Minutes of the July 13, 2026 Regular Meeting | Luke Diekhans | <u>6</u> |
| B. Personnel Actions | Heather Spurzem | <u>13</u> |
| C. Montana Office of Public Instruction (OPI) TR-35 School Bus Driver Certificates | Luke Diekhans | <u>17</u> |
| D. Incoming Student Attendance Agreement for the 2026-2027 School Year | Luke Diekhans | <u>18</u> |
| E. Request for Records Disposal – Business Office | Luke Diekhans | <u>19</u> |
| VI. COMMUNICATION | | |
| A. Superintendent Report | Heather Hoyer | |
| B. Audience Communication | | |

VII. ACTION ITEMS

- | | | | |
|----|---|---------------|--------------------|
| A. | Second Reading of the New Family and Consumer Science Textbook | Lance Boyd | 21 |
| B. | Loy Elementary Gym Area Earthquake Repair | Luke Diekhans | 22 |
| C. | Second Reading of Board Policies 1401 (Revised) – <i>Records Available to Public</i> ; 2151 (Revised) – <i>Interscholastic Activities</i> ; and 5324 (New) – <i>Civic Duty</i> | Heather Hoyer | 38 |

VIII. ACTION: OTHER

Chairperson
Johnson

IX. REPORTS, DISCUSSION, AND POLICIES

- A. Discussion, Committee Reports, and Comments

Chairperson
Johnson

UPCOMING EVENTS

Chairperson
Johnson

Wednesday, August 5, 2026	3:30 p.m.	Board Policy Committee Meeting	District Offices Building – Birch/Ceder Room
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
Monday, August 24, 2026	8:00 a.m.	Convocation	Great Falls High School Davidson Auditorium
Wednesday, September 2, 2026	3:30 p.m.	Board Policy Committee Meeting	District Offices Building
Tuesday, September 8, 2026	5:30 p.m.	Regular Meeting	District Offices Building

ACTION TO ADJOURN

Chairperson
Johnson

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 3, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. A.

CABINET MEMBER: Luke Diekhans

TOPIC

Minutes of the July 13, 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 July 13, 2026 Regular Board Meeting are presented for approval.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve the minutes of the July 13, 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](#)

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
HELD JULY 13, 2026**

A duly called Regular Meeting of the Board of Trustees of the Great Falls Public Schools was held at the District Offices Building, 1100 4th Street South, on the 13th day of July 2026.

At 5:30 pm, Director of Business Operations, Luke Diekhans, called to order the Regular Meeting of the Board of Trustees.

Luke Diekhans reported that, per Board Policy 1420, all Board meetings are recorded and posted on the District website for one (1) year.

ROLL CALL: Superintendent Hoyer took roll call.

Trustees Present: Bill Bronson
Paige Henning
Marlee Sunchild
Amie Thompson

Trustee Excused: Gordon Johnson - Chairperson
Kim Skornogoski – Vice Chairperson
Craig Duff

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

Director of Business Operations, Luke Diekhans, asked everyone to join in the Pledge of Allegiance.

Mr. Diekhans reported that since Chairperson Johnson and Vice-Chairperson Skornogoski were excused from this Board meeting, the remaining Trustees needed to appoint a Chair pro tem.

Motion – Paige Henning, Seconded – Amie Thompson, passed unanimously to appoint Trustee Bronson as Chair pro tem for the Regular meeting of the Board of Trustees of the Great Falls Public Schools on July 13, 2026.

ADOPT AGENDA

1 Motion – Paige Henning, Seconded – Amie Thompson, passed unanimously to adopt
2 the agenda as presented.
3
4

5 **APPROVE CONSENT AGENDA**

6

7 Motion – Paige Henning, Seconded – Amie Thompson, passed unanimously to approve
8 the Consent Agenda, as presented.
9

10 **A. Minutes of the June 22, 2026, Regular Board Meeting** – The Board approved the
11 minutes of the June 22, 2026, Regular Board Meeting as presented.
12

13 **B. Personnel Actions** – The Board approved the Personnel Actions as presented.
14

15 **C. Montana Office of Public Instruction (OPI) TR-35 School Bus Driver Certificates**
16 – The Board approved the Montana Office of Public Instruction (OPI) TR-35 School Bus
17 Driver Certificates for the individuals listed in the agenda.
18

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

24 **E. Centerville Public Schools Bus Stop Request Within the Great Falls Public**
25 **School Boundaries** – The Board approved the request for Centerville Public Schools to
26 enter the District with two bus routes, allowing one to stop within the Great Falls Public
27 School District boundaries for the 2026-2027 school year.
28

29 **F. Belt Public School District Bus Stop Request Within Great Falls Public School**
30 **District Boundaries** – The Board approved the request to allow Belt Public Schools to
31 enter the District with a route to pick up students at the Foothills Ranch subdivision
32 within Great Falls Public School District boundaries for the 2026-2027 school year.
33

34 **G. Sun River Valley District Bus Stop Request Within the Great Falls Public**
35 **School District Boundaries** – The Board approved the request to allow Sun River
36 School District a bus stop within the Great Falls Public School District boundaries for the
37 2026-2027 school year.
38

39 **H. Vaughn School District Bus Stop Request Within the Great Falls Public School**
40 **District Boundaries** – The Board approved the request to allow Vaughn School District
41 bus stops within the Great Falls Public School District boundaries for the 2026-2027
42 school year.
43

44 **I. Therapy Dog at Lewis and Clark Elementary School** – The Board approved the
45 presence of a therapy dog at Lewis and Clark Elementary School and acknowledged
46 that the certifications and requirements of Board Policy 8426F have been met.

1
2
3 **COMMUNICATION**
4

5 **A. Superintendent Report**

6 Superintendent Hoyer stated that when all data from summer school is collected and
7 compiled, there will be a comprehensive report presented on achievement.

8 Thank you to Lance and Hadlee Boyd and Jackie Mainwaring who placed cones and
9 signs at every school stating that fireworks were not allowed to be set off on District
10 property, ensuring the safety of our buildings.

11 Superintendent Hoyer updated the Board on construction projects in progress at Chief
12 Joseph Elementary School, Lewis and Clark Elementary School, Valley View
13 Elementary School, West Elementary School, East Middle School, C.M. Russell High
14 School, and the District Offices Building.

15 Superintendent Hoyer reviewed the requirements of Policy 8451 - *Naming of Building*
16 *and Grounds*. A standing committee consisting of staff members, parents, students,
17 community members, and Trustees will be appointed. The District is considering naming
18 a space in the District Offices Building in honor of former Board Chairperson, Jan Cahill,
19 and a space at East Middle School in honor of former teacher, Ken Maddox.

20 Superintendent Hoyer concluded her report by reviewing the open job positions within
21 the District.
22

23 **Audience Communication** – None
24
25

26 **ACTION ITEMS**
27

28 **A. Transfer of Budgeted Funds – Elementary General Fund Budget (101) to the**
29 **Elementary Compensated Absences Fund Budget (121) and High School General**
30 **Fund Budget (201) to the High School Compensated Absence Fund Budget (221)**

31 – Director of Business Operations, Luke Diekhans, explained this is an annual transfer
32 for the purpose of financing the accumulated sick leave and vacation pay that a non-
33 teaching or administrative school district employee is entitled to upon termination of
34 employment. The transfer is limited to 30% of the sick and vacation leave payout for
35 non-teaching and administrative employees.
36

37 Motion – Paige Henning, Seconded – Amie Thompson, passed unanimously to approve
38 the transfer of \$234,689.48 from the Elementary General Fund (101) to the Elementary
39 Compensated Absences Fund Budget (121) and \$101,501.71 from the High School
40 General Fund Budget (201) to the High School Compensated Absences Fund (221) as
41 presented.
42

43 **B. Second Reading of the New *Introduction to Automotive Know-Understand-Do***
44 **(KUD)** – Secondary Curriculum Coordinator, Beckie Frisbee, stated that she has not
45 received any questions, comments, or concerns since the first reading of the new
46 *Introduction to Automotive KUDS* at the June 22, 2026 Board meeting.
47

1 Motion – Amie Thompson, Seconded – Marlee Sunchild, passed unanimously to
2 approve the *Introduction to Automotive Know-Understand-Do* (KUDs) as posted and
3 presented at the June 22, 2026 regular Board meeting.

4
5 **C. 2026-2027 School Calendar Amendment** – Director of Human Resources, Heather
6 Spurzem, reported that throughout the 2024-2025 school and throughout that summer,
7 the District and Great Falls Education Association (GFEA) worked through the process
8 of modifying the contract minutes over the course of the year to have non-student
9 contact days at the end of quarters one, two, and three in order to provide time for
10 teachers in their classrooms for record keeping and professional development across all
11 employee groups. The District and GFEA believe that the end of quarter non-student
12 contact days for the 2025-2026 were beneficial for staff and students. The non-student
13 contact days will be provided in the same format as agreed to for previous years and
14 incorporates building level leadership teams being more involved identifying topics in
15 the future. There will be three hours of professional development, three hours of record
16 keeping for teachers in their classrooms, and a one-hour lunch.

17
18 GFEA President, Tom Cubbage, noted that there was no physical amendment to the
19 school calendar. This was written into a Memorandum of Understanding (MOU)
20 between Great Falls Public Schools and GFEA.

21
22 Motion – Paige Henning, Seconded – Amie Thompson, passed unanimously to approve
23 the amended 2026-2027 Great Falls Public Schools School Calendar to provide for end-
24 of-quarter non-student contact days for quarters one, two, and three, as presented.

25
26 **D. Electronic Vote on Montana School Boards Association (MTSBA) Business** –
27 Chair pro tem Bronson explained that the MTSBA annual meeting was held in June.
28 The meeting provided members with the opportunity to review and discuss the matters
29 that have been advanced by the MTSBA Board of Directors that require action by the
30 membership. Members in attendance were asked to take these matters back to their
31 respective memberships to discuss and vote upon and then send the results to MTSBA
32 by July 31, 2026.

33
34 Motion – Paige Henning, Seconded – Amie Thompson, passed unanimously to approve
35 the items discussed in the agenda: MTSBA's Principles & Guidelines; Foundational
36 Elements of MTSBA's Organizations DNA; Fiscal Year 2028 Dues Revenue Estimate;
37 MTSBA's proposed bylaw amendments; MTSBA's GAP Analysis Resolution for 2027
38 Interim and 2027 Legislative Session; Nomination of Iris KillEagle as MTSBA
39 Representative on the Montana High School Association (MHSA) Board of Directors;
40 Nomination of Jennifer Hoffman as MTSBA President-Elect; and Nomination of
41 Stephanie Esch as MTSBA Vice-President. The results will be sent to the MTSBA.

42
43
44 **ACTION: OTHER**

45
46 There were no items extracted from the Consent Agenda to discuss.

REPORTS, DISCUSSION, AND POLICIES

A. First Reading of the New Family and Consumer Science Textbook – Secondary Curriculum Coordinator, Beckie Frisbee, reported that Family and Consumer Science (FCS) teams have met throughout the last two years to update their Know-Understand-Do (KUDs) and select new textbooks for use in the classroom. After reviewing several options, the FCS teachers have selected *Goodheart-Wilcox, Child Development: Early Stages Through Adolescence, 10th Edition*. Beckie stated that this book has resources, language, and information that is relevant and up to date. She stated that the KUDs are posted on the District website and a hard copy is available in the Curriculum Office for review prior to the request for Board approval that will take place at the next regular Board meeting.

B. First Reading of New and Revised Board Policies 1401 – Records Available to Public; 2151 – Interscholastic Activities; and 5324 (New) – Civic Duty

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

B. Discussion, Committee Reports, and Comments

Trustee Thompson thanked everyone involved in the possible honoring of Jan Cahill and Ken Maddox. She also thanked those who are talking with legislators about keeping school as safe as possible.

Trustee Henning reported on the upgraded fire alarm system at Valley View Elementary School. She stated that engineers are working hard cleaning and getting the school ready for the upcoming year. Trustee Henning said that she attended the Janicki ground breaking event and is excited to see the new industry will have on the District.

Trustee Sunchild thanked Superintendent Hoyer for the construction projects updates. Chair pro tem Bronson reported that Montana School Boards Association (MTSBA) is sending emails looking at the funding formula for schools. The MTSBA board strongly feels that legislators need to hear from school Trustees, not just the MTSBA Board. He also thanked Tom Cubbage for his continued attendance at Great Falls Public Schools' Board meetings.

UPCOMING EVENTS

Chair pro tem Bronson said the next Board Meeting is scheduled for Monday, August 3, 2026.

ACTION TO ADJOURN

1
2 Chair pro tem Bronson adjourned the Regular Meeting of the Board of Trustees at 6:12
3 p.m.
4
5

6
7

Bill Bronson, Chair pro tem

8
9

Luke Diekhans, Clerk
10
11

DRAFT

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

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 3, 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.

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New Employee

Position: TEACHER

Name: JACOBSON, MACKENZIE	Pay: Salary	Rate: \$34.44	Hrs: 7.50	DAC:LOY ELEMENTARY
Position: 1ST GRADE TEACHER		Amount: \$48,300.00		Effective Date: 08/24/2026
Name: HILBIG, HEAVEN LEIGH	Pay: Salary	Rate: \$34.26	Hrs: 7.50	DAC:C M RUSSELL HIGH SCHOOL
Position: ENGLISH TEACHER		Amount: \$48,300.00		Effective Date: 08/24/2026
Name: QUARLES, SHANNON	Pay: Salary	Rate: \$34.44	Hrs: 7.50	DAC:WEST ELEMENTARY
Position: RESOURCE 2 TEACHER		Amount: \$48,300.00		Effective Date: 08/24/2026
Name: BUSHONG-TRAVER, KELLEY JO	Pay: Salary	Rate: \$34.44	Hrs: 7.50	DAC:GREAT FALLS HIGH SCHOOL
Position: MATH TEACHER (OYO) (06/04/2027)		Amount: \$48,300.00		Effective Date: 08/24/2026
Name: PALMER, FRANCINE	Pay: Salary	Rate: \$34.26	Hrs: 7.50	DAC:LINCOLN ELEMENTARY
Position: 3RD GRADE TEACHER		Amount: \$48,300.00		Effective Date: 08/24/2026

Position: SUPPLEMENTAL

Name: BILBREY, SKYLAR FLORINE	Pay: Salary	Rate: \$19.50	Hrs: 1.78	DAC:GREAT FALLS HIGH SCHOOL
Position: CHEERLEADER COORD (FALL)		Amount: \$1,975.00		Effective Date: 08/26/2026
Name: WANNER, KATHRYN L	Pay: Hourly	Rate: \$51.82	Hrs: 0.33	DAC:GREAT FALLS HIGH SCHOOL
Position: VOC RESOURCE TEACHER (EXTRA DUTY) (06/30/		Amount: \$3,886.54		Effective Date: 08/26/2026
Name: CHAPMAN, ANDREA ALYN	Pay: Hourly	Rate: \$59.51	Hrs: 0.50	DAC:DISTRICT WIDE
Position: SPED TCHR ON SPEC ASSIGN (EXTRA DUTY) (06/		Amount: \$6,754.39		Effective Date: 08/24/2026
Name: CONRAD, KIRSTEN	Pay: Hourly	Rate: \$63.08	Hrs: 0.50	DAC:DISTRICT WIDE
Position: SPED TCHR ON SPEC ASSIGN (EXTRA DUTY) (06/		Amount: \$7,159.58		Effective Date: 08/24/2026
Name: DE BRUYCKER, MELISSA MARIE	Pay: Hourly	Rate: \$63.08	Hrs: 0.50	DAC:C M RUSSELL HIGH SCHOOL
Position: RESOURCE 1 TEACHER (EXTRA DUTY) (06/30/27)		Amount: \$7,159.58		Effective Date: 08/24/2026
Name: BLEDSOE, ABIGAYLE NICOLE	Pay: Hourly	Rate: \$36.27	Hrs: 5.00	DAC:DISTRICT WIDE
Position: ESY SPEECH PATHOLOGIST ASST (07/02/2026)		Amount: \$2,901.60		Effective Date: 06/11/2026
Name: NEWMAN, JENNIFER J	Pay: Hourly	Rate: \$63.08	Hrs: 1.96	DAC:DISTRICT WIDE
Position: RESOURCE 1/VIAT ASSESS (EXTRA DUTY) (06/0		Amount: \$18,924.16		Effective Date: 10/05/2026
Name: KOHUT, AMANDA	Pay: Hourly	Rate: \$57.78	Hrs: 1.60	DAC:DISTRICT OFFICES
Position: TECH INTEGRA COACH (EXTRA DUTY) 24 HR (06/		Amount: \$1,386.72		Effective Date: 08/01/2026
Name: ALBRIGHT, SHAYNAASHLEY	Pay: Hourly	Rate: \$25.62	Hrs: 8.00	DAC:GREAT FALLS HIGH SCHOOL
Position: SWIM POOL MANAGER (08/24/2026)		Amount: \$9,428.16		Effective Date: 06/20/2026
Name: ROWE, JUDI	Pay: Hourly	Rate: \$26.50	Hrs: 8.00	DAC:GREAT FALLS HIGH SCHOOL
Position: SWIM POOL MANAGER (08/24/2026)		Amount: \$9,752.00		Effective Date: 06/20/2026
Name: CHAPMAN, ANDREA ALYN	Pay: Hourly	Rate: \$59.51	Hrs: 2.96	DAC:DISTRICT WIDE
Position: SPED TCHR ON SPEC ASSIGN (EXTRA DUTY) (08/		Amount: \$6,694.82		Effective Date: 07/01/2026
Name: DE BRUYCKER, MELISSA MARIE	Pay: Hourly	Rate: \$63.08	Hrs: 2.96	DAC:C M RUSSELL HIGH SCHOOL
Position: RESOURCE 1 TEACHER (EXTRA DUTY) (08/21/26)		Amount: \$7,096.44		Effective Date: 07/01/2026
Name: CONRAD, KIRSTEN	Pay: Hourly	Rate: \$63.08	Hrs: 2.96	DAC:DISTRICT WIDE
Position: SPED TCHR ON SPEC ASSIGN (EXTRA DUTY) (08/		Amount: \$7,096.44		Effective Date: 07/01/2026
Name: WANNER, KATHRYN L	Pay: Hourly	Rate: \$51.82	Hrs: 2.96	DAC:GREAT FALLS HIGH SCHOOL
Position: VOC RESOURCE TEACHER (EXTRA DUTY) (08/21/		Amount: \$5,829.70		Effective Date: 07/01/2026
Name: LANKFORD, JORDAN N	Pay: Salary	Rate: \$22.00	Hrs: 0.51	DAC:PARIS GIBSON EDUCATION CENT
Position: LIBRARY COOR IEFA (06/04/2027)		Amount: \$2,105.00		Effective Date: 08/24/2026
Name: SMITH, CHRISTY LEE	Pay: Hourly	Rate: \$110.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB TEACHER		Amount: \$0.00		Effective Date: 08/26/2026
Name: ELLIOTT, HALEY	Pay: Hourly	Rate: \$110.00	Hrs: 0.00	DAC:DISTRICT WIDE
Position: SUB TEACHER		Amount: \$0.00		Effective Date: 08/26/2026

Position: ADMINISTRATIVE

Name: AMMONS, CHARLENE RUTH	Pay: Salary	Rate: \$59.31	Hrs: 8.00	DAC:STUDENT SERVICES
Position: STUDENT SERVICES COORDINATOR		Amount: \$106,749.00		Effective Date: 07/01/2026

Position: CLERICAL

Name: CORYELL, JONATHON MICHAEL	Pay: Hourly	Rate: \$17.23	Hrs: 8.00	DAC:NORTH MIDDLE SCHOOL
Position: SCHEDULING TECHNICIAN		Amount: \$32,668.08		Effective Date: 08/06/2026

Position: CROSSING GUARD

Name: WAREHIME, LAURA JOYCE	Pay: Hourly	Rate: \$15.14	Hrs: 2.00	DAC:LONGFELLOW ELEMENTARY
Position: CROSSING GUARD		Amount: \$5,601.80		Effective Date: 08/26/2026

Position: FOOD SERVICE

Name: SNYDER, JAMIE LYNN Position: FOOD SERVICE EMPL (FLOATER)	Pay: Hourly	Rate: \$16.47 Amount: \$15,893.55	Hrs: 5.00	DAC:DISTRICT WIDE Effective Date: 08/19/2026
Name: CUNNINGHAM-SYDOW, GENASEE Position: FOOD SERVICE EMPLOYEE	Pay: Hourly	Rate: \$15.19 Amount: \$11,726.68	Hrs: 4.00	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 08/19/2026
Name: LAROQUE, JANET Position: FOOD SERVICE EMPLOYEE	Pay: Hourly	Rate: \$15.19 Amount: \$16,124.19	Hrs: 5.50	DAC:CHIEF JOSEPH ELEMENTARY Effective Date: 08/19/2026
Name: DAUL, BRIANNA MICHELE Position: FOOD SERVICE EMPLOYEE	Pay: Hourly	Rate: \$15.19 Amount: \$11,726.68	Hrs: 4.00	DAC:SACAJAWEA ELEMENTARY Effective Date: 08/19/2026

Position: LIBRARY/TEACHER AIDES

Name: DESPAIN, MAYA Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: ROBERTSON, EMILY ECHO Position: CORE TEACHER AIDE	Pay: Hourly	Rate: \$12.84 Amount: \$13,064.70	Hrs: 5.50	DAC:LOY ELEMENTARY Effective Date: 08/26/2026
Name: THOMPSON, REBECCA NATASHA Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: WOODHALL, ADELINE ROSE Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: JONES, JAMIE ALEXA Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: KIRKHART, ADDISON MARIE Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: MORA, KENNADEE RAE Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: JOHNSON, ADELINE Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: JOHNSON, ALEXIS RAY Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: HOUTZ, HARMONY MARIE Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: JAMBRETZ, KEAGYN MARIE Position: TEACHER ASSISTANT	Pay: Hourly	Rate: \$12.84 Amount: \$15,440.10	Hrs: 6.50	DAC:MORNINGSIDE ELEMENTARY Effective Date: 08/26/2026
Name: MCCARTNEY-DUTY, HEATHER JO Position: CORE TEACHER AIDE	Pay: Hourly	Rate: \$12.84 Amount: \$13,658.55	Hrs: 5.75	DAC:EAST MIDDLE SCHOOL Effective Date: 08/26/2026

Position: OTHER HOURLY CLASSIFIED

Name: MARTELL, MARGARET Position: STUDENT SKILLS ASST	Pay: Hourly	Rate: \$13.94 Amount: \$14,828.68	Hrs: 5.75	DAC:EAST MIDDLE SCHOOL Effective Date: 08/26/2026
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Position: PARA EDUCATOR (SP ED)

Name: MCADAM, JUDAH PEREZ Position: TRANSITION SERVICES FACILITATOR (OYO) (06/0)	Pay: Hourly	Rate: \$16.78 Amount: \$23,282.25	Hrs: 7.50	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 08/26/2026
Name: JENSEN, MELANIE FRANCES Position: PARA EDUCATOR (SP ED)	Pay: Hourly	Rate: \$16.78 Amount: \$23,282.25	Hrs: 7.50	DAC:LONGFELLOW ELEMENTARY Effective Date: 08/26/2026
Name: JOHNSTON, DONALD RICHARD Position: PARA EDUCATOR (SP ED)	Pay: Hourly	Rate: \$16.78 Amount: \$23,282.25	Hrs: 7.50	DAC:VALLEY VIEW ELEMENTARY Effective Date: 08/26/2026
Name: LACHMAN, KIM DIA Position: PARA EDUCATOR (SP ED)	Pay: Hourly	Rate: \$16.78 Amount: \$23,282.25	Hrs: 7.50	DAC:WEST ELEMENTARY Effective Date: 08/26/2026

Resignation

Position: TEACHER

Name: MURRY, GABRIEL DEAN Position: 1ST GRADE TEACHER (08/24/2027)	Pay: Salary	Rate: \$0.00 Amount: \$0.00	Hrs: 0.00	DAC:LOY ELEMENTARY Effective Date: 08/24/2026
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Position: SUPPLEMENTAL

Name: GRIFFIN, STACI ANN Position: CHEERLEADER COORD (FALL) (08/26/2026)	Pay: Salary	Rate: \$19.50 Amount: \$1,975.00	Hrs: 101.27	DAC:C M RUSSELL HIGH SCHOOL Effective Date: 08/26/2026
Name: IRONBEAR, THOMAS JAMES Position: SUB TEACHER (08/26/2026)	Pay: Hourly	Rate: \$110.00 Amount: \$0.00	Hrs: 0.00	DAC:DISTRICT WIDE Effective Date: 08/26/2026

Position: ENGINEERS

Name: SEIDLITZ, JEREMIAH LEE Position: CUSTODIAN (07/31/2026)	Pay: Hourly	Rate: \$21.59 Amount: \$5,181.60	Hrs: 8.00	DAC:GREAT FALLS HIGH SCHOOL Effective Date: 07/31/2026
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07/30/2026
9:18 am

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

Page 3 of 3

Name: PEPOS, MATHIAS GEORGE	Pay: Hourly	Rate: \$21.71	Hrs: 8.00	DAC:GIANT SPRINGS ELEMENTARY
Position: CUSTODIAN (07/10/2026)		Amount: \$2,605.20		Effective Date: 07/10/2026
Position: FOOD SERVICE				
Name: KOVATCH, CAROLYN F	Pay: Hourly	Rate: \$16.00	Hrs: 5.00	DAC:WHITTIER ELEMENTARY
Position: FOOD SERVICE EMPLOYEE (08/18/2026)		Amount: \$80.00		Effective Date: 08/18/2026
Position: SWIMMING POOL				
Name: EDWARDS, CRUZIN BLUE	Pay: Hourly	Rate: \$11.40	Hrs: 4.00	DAC:GREAT FALLS HIGH SCHOOL
Position: LIFE GUARD (07/07/2026)		Amount: \$45.60		Effective Date: 07/07/2026

 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: August 3, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. C.

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 of school bus drivers: Tiffany Shotnokoff, Jay Aitken, and Rickie Moore

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	Skonnogski	Johnson	Hening	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 3, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. D.

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 student is requesting to attend school in Great Falls for the 2026-2027 school year:

STUDENT IDENTIFIER	DISTRICT OF RESIDENCE	GRADE
72825124	FAIRFIELD	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 Agreement for the student listed above, with tuition 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](#)

 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: August 3, 2026

CATEGORY: Consent

AGENDA ITEM NUMBER: V. E.

CABINET MEMBER: Luke Diekhans

TOPIC

Request for Records Disposal – Business Office

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

Montana Code Annotated (MCA) [20.1.212](#), requires that the disposal of any records be approved by the Board of Trustees and be in compliance with the Approved State, Local Government Records Committee Retention Schedule.

DISCUSSION

Listed below are the records to be disposed of that meet the approval description and date-time lines based on the retention schedule. All of the items to be destroyed are as follows:

2018-2019 Boxes

SA Receipts
SA Checks
SA Cash Balance
SA Outstanding Check Registers
SA Posting Adjustment Receipts
SA Journal Entries
Purchase Orders
AP Reg Books
AP Warrants
SA Deposit Slips
AP Checks
Purchasing Annual Orders
AP Liabilities Copies
AP Warrant Copies
AP Outstanding Check Register
AP Post Adjustments
AP Bank Statements

CC Statements
Resignations
Garnishments
Interview Packets and Materials
Bank Reconciliation Supporting Docs
Travel Reassignment of Duty
Volunteer Sign in Sheets for Schools

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve the disposal of the records listed above that are in compliance with the approved State, Local Government Records Committee Retention Schedule.

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	Skornogowski	Johnson	Hennig	Duff	Bronson
Motion							
Second							
Ayes							
Nays							
Abstain							

GREAT FALLS PUBLIC SCHOOLS

MEETING DATE: August 3, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: V.A.

CABINET MEMBER: Jackie Mainwaring

TOPIC

Second Reading of the New Family and Consumer Science Textbook

STRATEGIC PLAN

Student Achievement

BACKGROUND

Family and Consumer Science (FCS) has met throughout the last two years to update their Know-Understand-Do (KUD) and select new textbooks for use in the classroom.

DISCUSSION

After reviewing several options, the Family and Consumer Science teachers have selected *Goodheart-Wilcox, Child Development: Early Stages Through Adolescence, 10th Edition*. This book has the resources, language and information that is relevant and up to date. This was a key factor in the teachers' selection.

The proposed Family and Consumer Science textbook has been available for community review in the curriculum department. As of today, there have been no comments or reviews of the proposed textbook.

FISCAL IMPLICATIONS

Purchase of the new textbook will be made through the Secondary Curriculum Budget. The cost for sixty-six (66) books, thirty-three (33) each for C.M. Russell and Great Falls High Schools, will be \$8,244.28. This amount includes teacher level digital access for six (6) years.

RECOMMENDATION

The District Board is requested to approve the new *Goodheart-Wilcox, Child Development: Early Stages Through Adolescence, 10th Edition* textbooks, in the amount of \$8,244.28, for the Great Falls Public Schools Family and Consumer Science Department.

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

[Return to Agenda](#)

 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: August 3, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. B.

CABINET MEMBER: Luke Diekhans

TOPIC

Loy Elementary Gym Area Earthquake Repair

STRATEGIC PLAN

Stewardship and Accountability

BACKGROUND

As a result of the 4.2 earthquake on January 29, 2026, and the aftershocks on January 29th, February 2nd, and February 12th, the District experienced damage to the gym ceiling at Loy Elementary School. New cracks became evident as well as cracks on an exterior wall of the gym above one of the windows. Although the cost of this project will be more than \$80,000, the District does not have to follow the bid/procurement process set forth by MCA 20-9-204 (3) because the damage was an unforeseen emergency caused by earthquakes. Tony Houtz from Cushing Terrell Architects (CTA), has been consulting the District throughout this project since the earthquakes occurred. The architects/engineers report recommends that repairs should be completed as soon as possible to provide the safest environment for the students and staff.

DISCUSSION

Immediately after the earthquake and aftershocks in January and February, the District worked with our administrators, buildings and grounds crews, and building engineers to identify damage that happened across the District. One concern that became evident was the structural support around Loy Elementary's gymnasium. Tony and the team from CTA were able to evaluate the damage and let the District know that the building was not an immediate threat to the safety of the students or staff of the building and allowed the District to continue to occupy the building. Over the last six (6) months the architect, along with engineers, has had the opportunity to complete soil testing and look deeper into the damage to the building. This will be the first step in the repair process as it is the most critical to ensure the building remains safe for continued occupancy. The project is projected to take three (3) to four (4) weeks to complete. As it is August and school begins in just a few weeks, time is of the essence. Tony at CTA has been working with Guy Tabacco Construction throughout this process, as this was the company that completed the recent work at Loy Elementary, to include window replacement, exterior upgrades, and façade. Therefore, the architect is recommending Guy Tabacco Construction to complete the work. The scope of work is set forth in the attachments and is documented in the architectural report completed by CTA.

The architect is continuing to investigate the remainder of the building for other issues the earthquake may have caused. Should other issues arise, a second stage in the repair process will be advised.

FISCAL IMPLICATIONS

Based on the scope and work required with this project, the total cost on this repair is expected to be approximately \$120,000. The project will be paid for through our insurance claim and tracked through the accounts set up in our Interlocal Fund. As this is an unexpected construction project, the District will keep you up to date with any necessary changes that occur throughout the project and provide you with how the additional costs will be funded.

RECOMMENDATION

The District Board is requested to approve the Loy Elementary gym area earthquake repairs to be completed by Guy Tabacco Construction in the amount of \$120,000.

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](#)

GFPS – Loy Elementary Seismic Assessment

Loy Elementary Scope

The scope of this document is to provide a structural assessment to review the existing condition of the school after a recent seismic event and provide any recommendations for repairs, if required. This assessment is based on accessible conditions, past construction plans and visual site evaluations, with a primary focus on the gym area. It may not fully encapsulate all structural framing and/or potential damage due to concealed or inaccessible items at the time of the inspection. Further investigation, structural analysis and detailed construction documents may be required to determine the full extent of repairs that may be needed.

Building Information

Original Construction 1961-1962

Loy Elementary was constructed directly adjacent to Malmstrom Air Force Base on the east end of Great Falls in the early 1960's. The single-story school is framed with precast/prestressed concrete T-beams that span between CMU bearing walls or a precast concrete post and beam frame system. The main floor is framed with similar precast T-beams over a crawlspace, spanning to the exterior foundation walls and concrete beams at the interior. Due to highly expansive clay soils, the foundation system is supported on drilled concrete piers or caissons.

Window Upgrade 2022-2023

Cushing Terrell recently helped complete a window upgrade project at Loy Elementary in 2022/2023. The project consisted of a renovation of the mechanical system and replacement and reconstruction of the existing window systems throughout the school. During this time, some minor cracking was observed in the concrete beam over several window openings in the gymnasium. Cracking was more severe in the concrete beam over the westernmost window on the north wall of the gym.

Seismic Event

On January 29, 2026, the Great Falls area experienced a magnitude 4.2 earthquake at 12:41 pm local time. The epicenter for the earthquake was located 10 km NE of Black Eagle, approximately 6.5 miles from Loy Elementary. This was followed by several aftershocks of M2.7 on January 29 at 5:46 pm, M3.2 on February 2 at 6:22 pm and M3.7 on February 12 at 6:36 pm. Several of these aftershocks occurred even closer to the school, with the M3.1 aftershock occurring only 1.3 miles directly north of the school.

The initial M4.2 seismic event resulted in Type IV to V with light to moderate shaking per USGS. The aftershocks were all estimated Type II-III or less with weak shaking.

More information on the seismic events and locations is provided in Appendix A.

Site Assessment & Observations

A visual site assessment was conducted by Alex Huffield, PE, structural engineer with Cushing Terrell, on Friday, January 30, 2026. Anthony Houtz, AIA, an architect with Cushing Terrell and Jack Norris with GFPS were present at the time of the investigation.

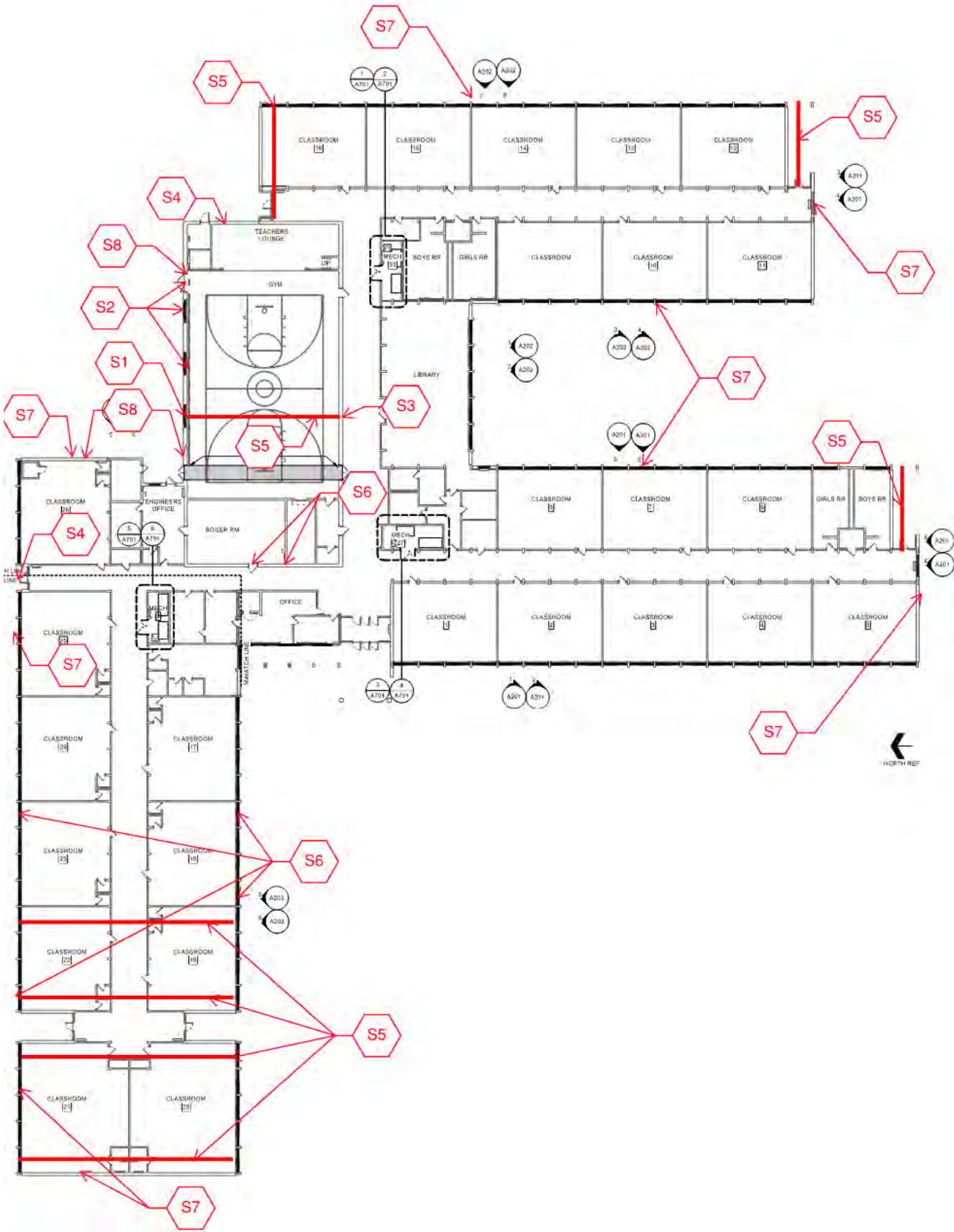
Observations

The building clearly shows some signs of building movement. It may not be clear if all or some of this movement and corresponding damage occurred during or prior to the recent seismic events. Some damage was previously observed over the gym windows during the recent Window Upgrade project.

The following structural items were noted during the investigation on January 30, 2026:

- Concrete beam failure over NW gym window (S1)
- Cracking of concrete beam/collector over several windows on north gym wall (S2)
- Cracking of concrete beam/collector at multiple locations along south gym wall (S3)
- Movement/separation of roof diaphragm away from exterior wall at east end of gym (S4)
- Cracking/separation between precast concrete T-Beams at roof/floor (S5)
- Movement/separation between structural and non-structural elements at partition walls and finishes (S6)
- Cracking of concrete fascia beam where it ties to the T-beam ends (S7)
- Localized step cracking of CMU walls/brick adjacent to window and door openings (S8)

A summary map is provided on the next page illustrating each location where potential movement and/or seismic damage was observed.



Areas of Concern & Recommendations

Areas of Concern

There are several areas of concern due to the recent earthquake that should be explored further. A more detailed investigation, material testing, localized demolition, detailed structural analysis and/or preparation of construction documents for repairs is recommended.

A few areas where damage or movement was more noticeable during the investigation include:

- Roof & floor diaphragm connections to lateral wall/frame systems
- Collector beam and window headers at top of gym walls
- Connection between adjacent T-beams to verify diaphragm force transfer
- Connections between structural and non-structural elements

Discussion

One challenge when reviewing the damage is determining what damage may be due to the recent earthquake or may have occurred in the past prior to the earthquake. This becomes more challenging given the location of the building and the known expansive clay soils on the east end of Great Falls. These soils can be highly expansive when moisture/water levels increase or decrease in the soils.

From the previous window project, it is evident that the building had experienced some previous movement. However, the damage now appears to be more extensive and severe than previously observed. The movement at the floor and roof diaphragms seems to be more prominent and needs to be addressed.

Given the age and type of structure and the significant change in seismic codes over the past 60 years, a full seismic retrofit should be considered.

Recommendations

The following items are recommended for structural analysis and/or repair:

- Full seismic analysis to verify roof and floor diaphragm connections in accordance with current codes.
- Design and replacement for a new seismic force collector beam system at the gym perimeter.
- Verification of panel connections to resist diaphragm forces between precast concrete T-beams
- Seal and repair any new cracking or opening of joints, particularly where structural and non-structural elements meet.
- Verify adequate space is provided for future movement (slip connections, expansion joints, etc) to allow for movement between structural and non-structural elements.
- Complete a full seismic evaluation and retrofit to bring the building in compliance with the current design codes (IBC 2024 and ASCE 7-22)



Photo 1 – Concrete beam cracking over NW gym window (1/30/2026).



Photo 2 – Concrete beam cracking over NW gym window (7/20/2022).



Photo 3 – Concrete beam cracking over NW gym window (1/30/2026).

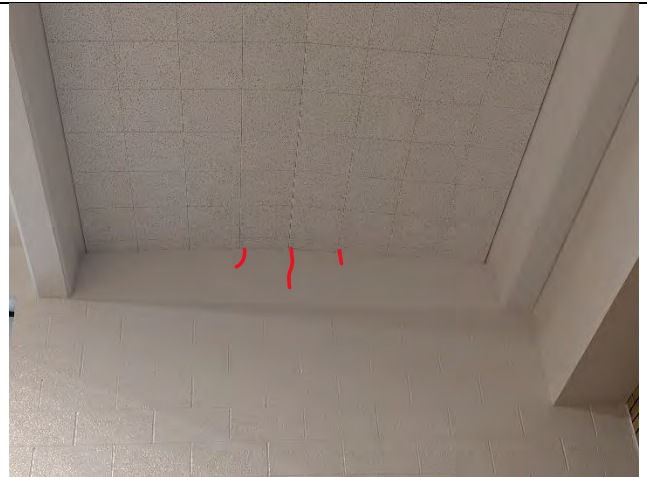


Photo 4 – Concrete beam cracking over south gym wall (1/30/2026).



Photo 5 – Movement at roof diaphragm connection at east gym wall (1/30/2026).



Photo 6 – Ceiling movement/separation between concrete T-beams in gym (1/30/2026).



Photo 7 – Floor cracking/movement between concrete T-beams in classroom (1/30/2026).



Photo 8 – Floor cracking/movement between concrete T-beams in classroom (1/30/2026).



Photo 9 – Partition wall separation from main structural wall at west side of gym (1/30/2026).



Photo 10 – Cracking at concrete fascia beam on SE classroom wing (1/30/2026).

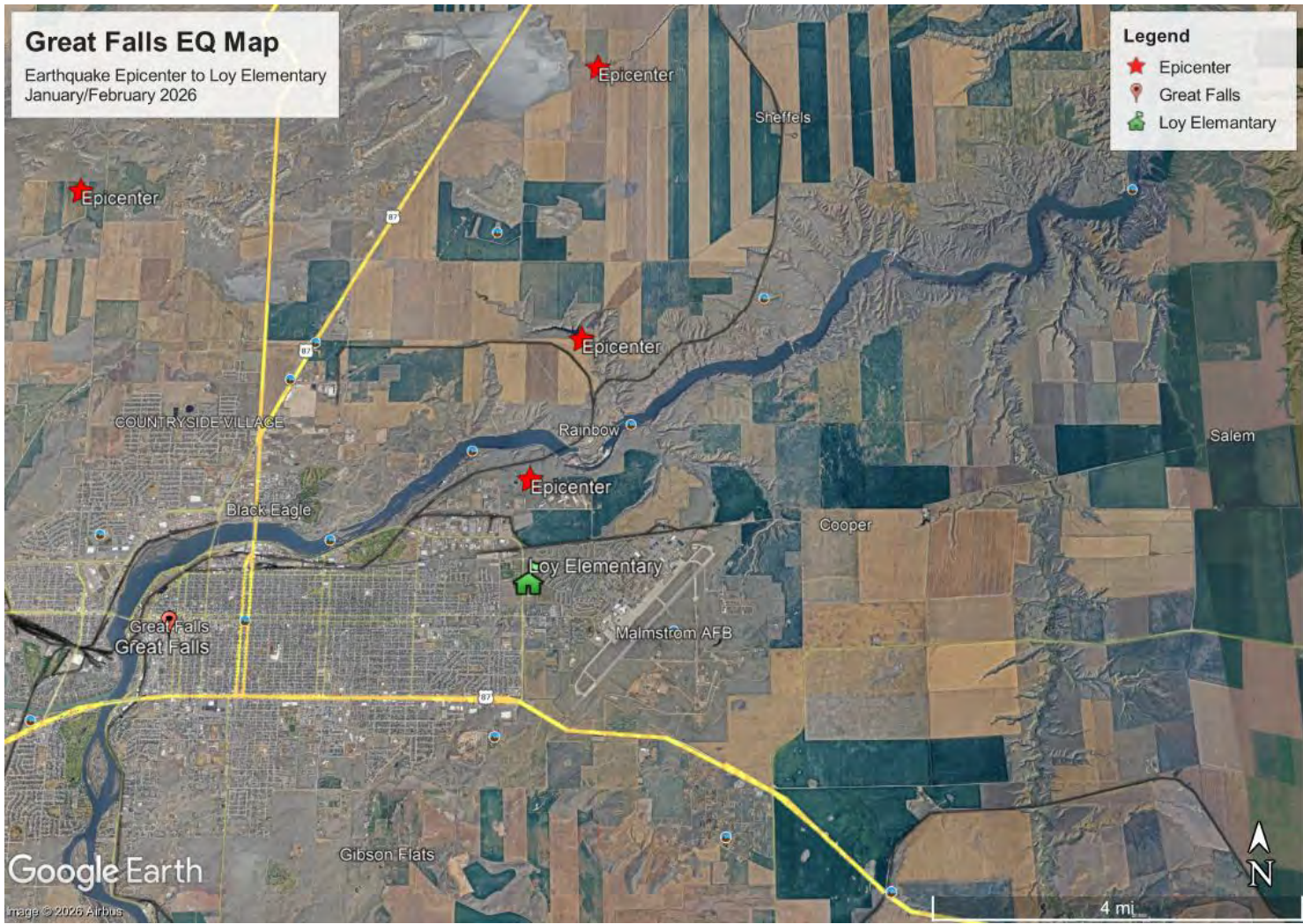


Photo 11 – Cracking at concrete fascia beam on SW classroom wing (1/30/2026).

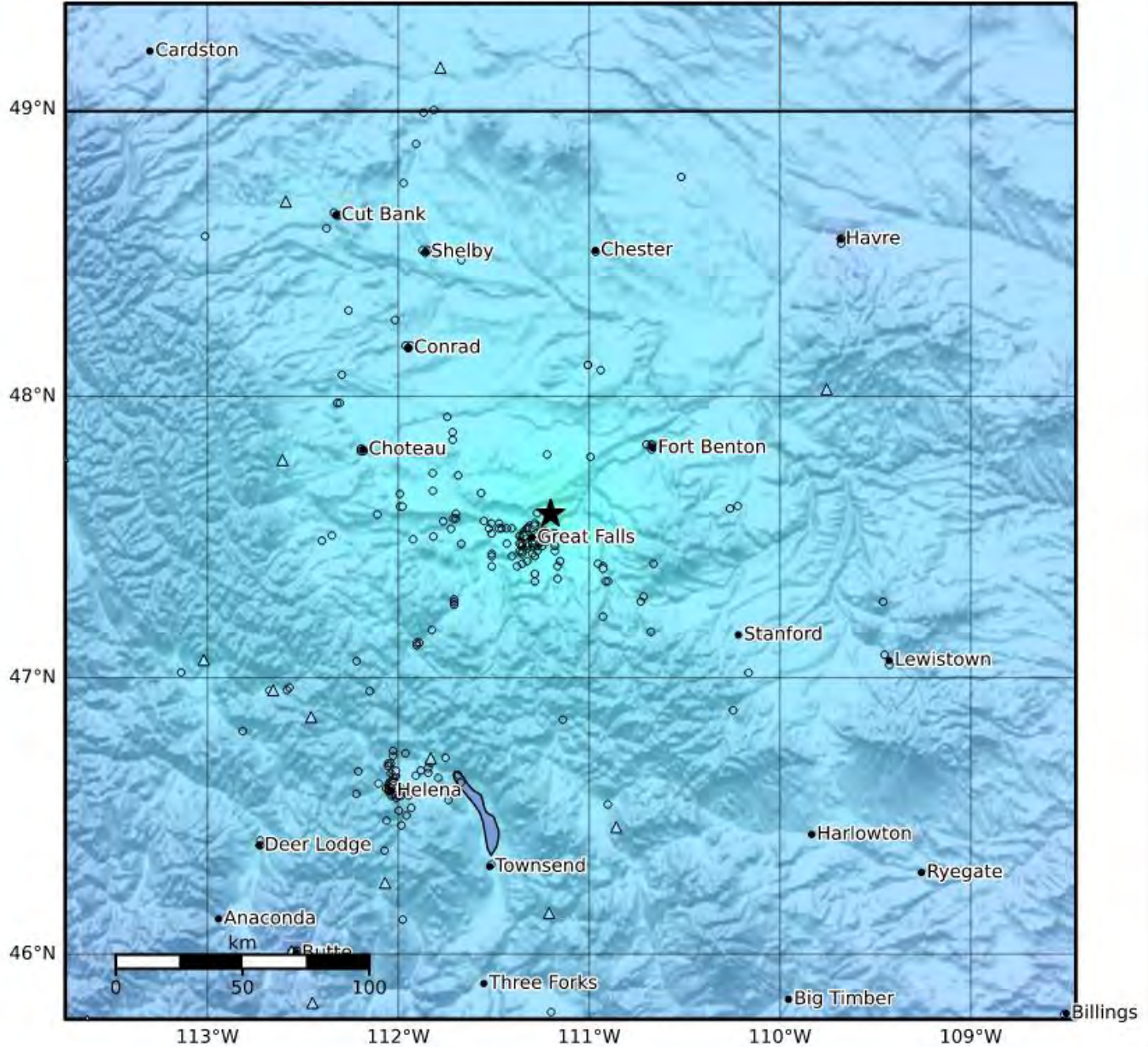


Photo 12 – Brick cracking at NE gym door opening (1/30/2026).

Appendix A – Seismic Maps



Macroseismic Intensity Map USGS
ShakeMap: 8 km NE of Black Eagle, Montana
Jan 29, 2026 19:41:09 UTC M4.2 N47.58 W111.20 Depth: 22.5km ID:us6000s5ba

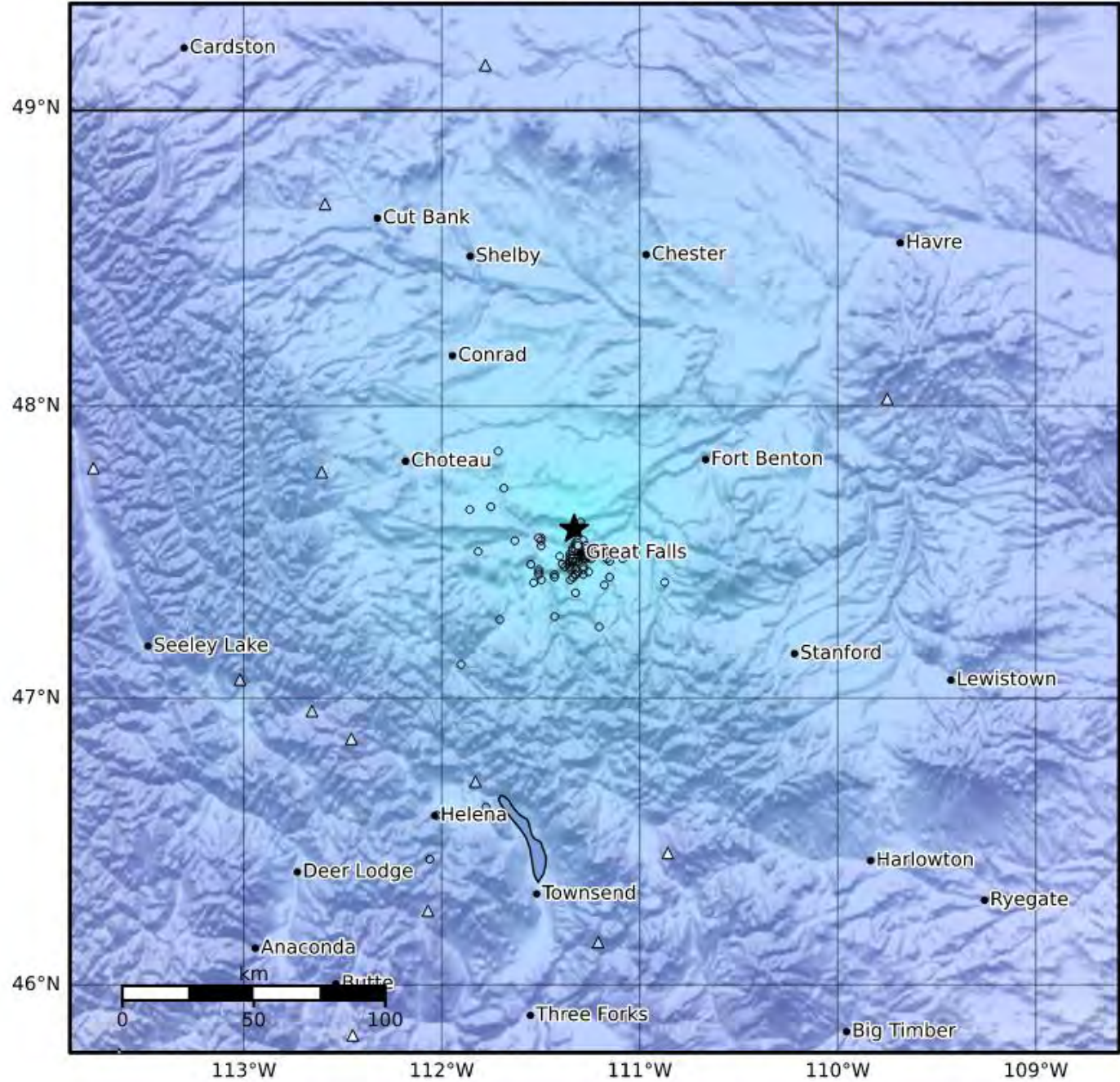


SHAKING	Not felt	Weak	Light	Moderate	Strong	Very strong	Severe	Violent	Extreme
DAMAGE	None	None	None	Very light	Light	Moderate	Moderate/heavy	Heavy	Very heavy
PGA(%g)	<0.0066	0.0795	0.954	4.99	8.76	15.4	27	47.4	>83.2
PGV(cm/s)	<0.0028	0.0383	0.524	3.03	6.48	13.9	29.6	63.4	>136
INTENSITY	I	II-III	IV	V	VI	VII	VIII	IX	X+

Scale based on Atkinson and Kaka (2007)
△ Seismic Instrument ○ Reported Intensity ★ Epicenter

Version 7: Processed 2026-01-30T20:00:13Z

Macroseismic Intensity Map USGS
ShakeMap: 7 km NNW of Black Eagle, Montana
Feb 13, 2026 01:36:12 UTC M3.7 N47.58 W111.33 Depth: 10.0km ID:us6000s8ml



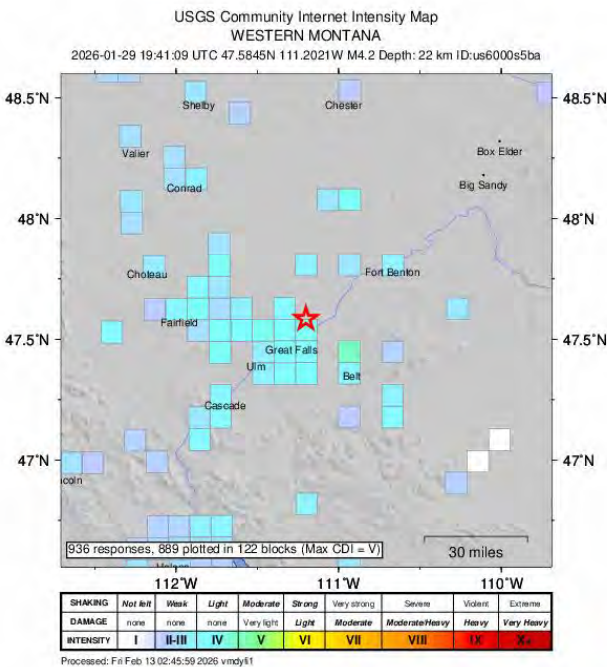
SHAKING	Not felt	Weak	Light	Moderate	Strong	Very strong	Severe	Violent	Extreme
DAMAGE	None	None	None	Very light	Light	Moderate	Moderate/heavy	Heavy	Very heavy
PGA(%g)	<0.0066	0.0795	0.954	4.99	8.76	15.4	27	47.4	>83.2
PGV(cm/s)	<0.0028	0.0383	0.524	3.03	6.48	13.9	29.6	63.4	>136
INTENSITY	I	II-III	IV	V	VI	VII	VIII	IX	X+

Scale based on Atkinson and Kaka (2007) Version 4: Processed 2026-02-13T03:48:04Z
Δ Seismic Instrument ○ Reported Intensity ★ Epicenter

Appendix B – Additional Seismic Data

- o Initial EQ – M4.2 on Jan 29 at 12:41 pm
 - M 4.2 - 8 km NE of Black Eagle, Montana

Magnitude	4.2 mwr
uncertainty	± 0.0
Location	47.585°N 111.202°W
uncertainty	± 3.6 km
Depth	22.5 km
uncertainty	± 1.8
Origin Time	2026-01-29 19:41:09.569 UTC



M 4.2 – 8 km NE of Black Eagle, Montana

2026-01-29 19:41:09 (UTC) | 47.585°N 111.202°W | 22.5 km depth

Did You Feel It?

Available DYFI Products

Catalog	CDI	Responses	Source
US ✓	V	936	US

ShakeMap

Available ShakeMap Products

Catalog	MMI	Source	Description
US ✓	IV	US	USGS NEIC ShakeMap

PAGER

Available PAGER Products

Catalog	Alert Level	Source
US ✓	GREEN	US

- o Aftershock #1 M2.7 on Jan 29 at 5:46 pm
 - M 2.7 - 5 km NNW of Malmstrom Air Force Base, Montana

Magnitude uncertainty	2.7 ml ± 0.0
Location uncertainty	47.554°N 111.202°W ± 2.4 km
Depth uncertainty	16.1 km ± 7.2
Origin Time	2026-01-30 00:46:44.505 UTC

- o Aftershock #2 – M3.2 on Feb 2 at 6:22 pm
 - M 3.2 - 3 km NW of Malmstrom Air Force Base, Montana

Magnitude uncertainty	3.2 ml ± 0.0
Location uncertainty	47.530°N 111.214°W ± 3.4 km
Depth uncertainty	9.7 km ± 7.5
Origin Time	2026-02-01 01:22:46.845 UTC

- o Aftershock #3 – M3.7 on Feb 12 at 6:36 pm
 - M 3.7 - 7 km NNW of Black Eagle, Montana

Magnitude uncertainty	3.7 ml ± 0.0
Location uncertainty	47.581°N 111.331°W ± 3.3 km
Depth uncertainty	10.0 km ± 2.0
Origin Time	2026-02-13 01:36:12.629 UTC

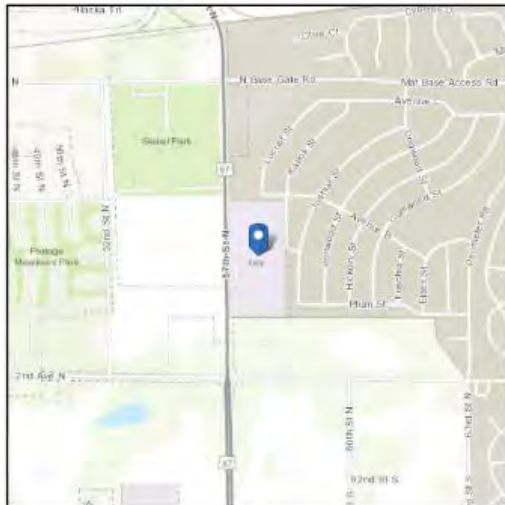
Appendix C – ASCE 7-16 Seismic Design Info



Address:
501 57th St N
Great Falls, Montana
59405

ASCE Hazards Report

Standard:	ASCE/SEI 7-16	Latitude:	47.510961
Risk Category:	III	Longitude:	-111.21406
Soil Class:	D - Stiff Soil	Elevation:	3453.787365996914 ft (NAVD 88)





Site Soil Class: D - Stiff Soil

Results:

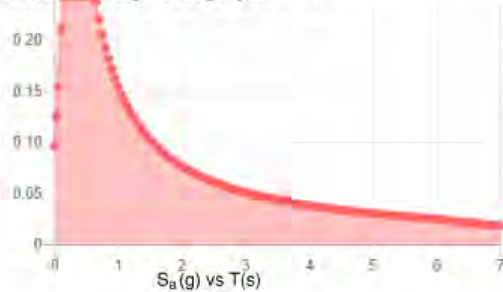
S_S : 0.152
 S_I : 0.064
 F_a : 1.6
 F_v : 2.4
 S_{MS} : 0.243
 S_{M1} : 0.155
 S_{DS} : 0.162

S_{D1} : 0.103
 T_L : 6
 PGA : 0.072
 PGA_M : 0.115
 F_{PGA} : 1.6
 I_e : 1.25
 C_v : 0.7

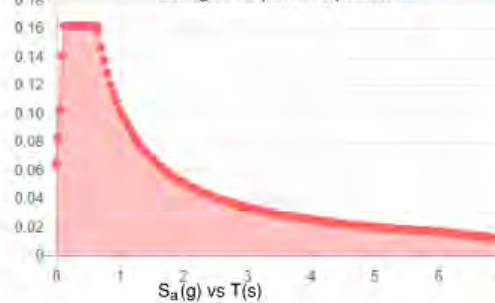
2% EXCEEDANCE IN 50 YRS
PEAK GROUND
ACCELERATION

PEAK GROUND
ACCELERATION
BASED ON SOIL
SITE CLASS

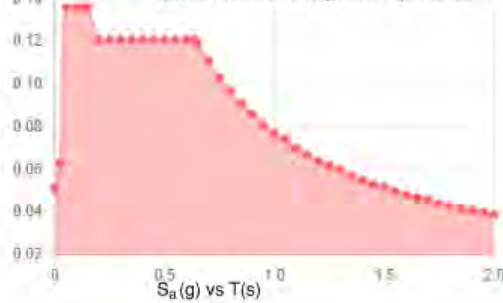
MCE_E Response Spectrum
Seismic Design Category: B



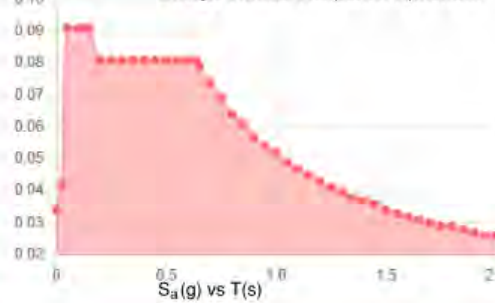
Design Response Spectrum



MCE_R Vertical Response Spectrum



Design Vertical Response Spectrum



Data Accessed: Fri Feb 13 2026

Date Source:

USGS Seismic Design Maps based on ASCE/SEI 7-16 and ASCE/SEI 7-16 Table 1.5-2. Additional data for site-specific ground motion procedures in accordance with ASCE/SEI 7-16 Ch. 21 are available from USGS.

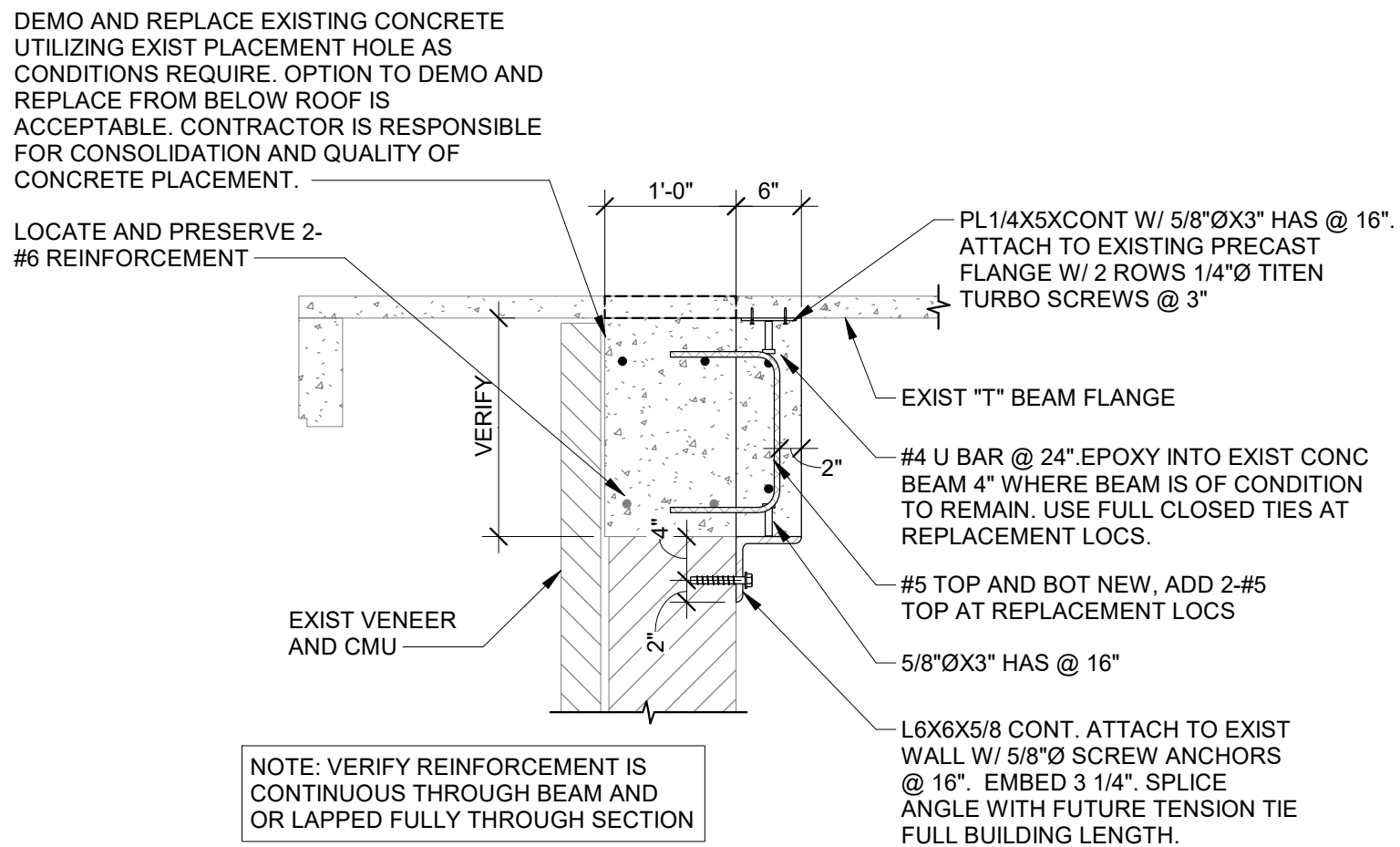
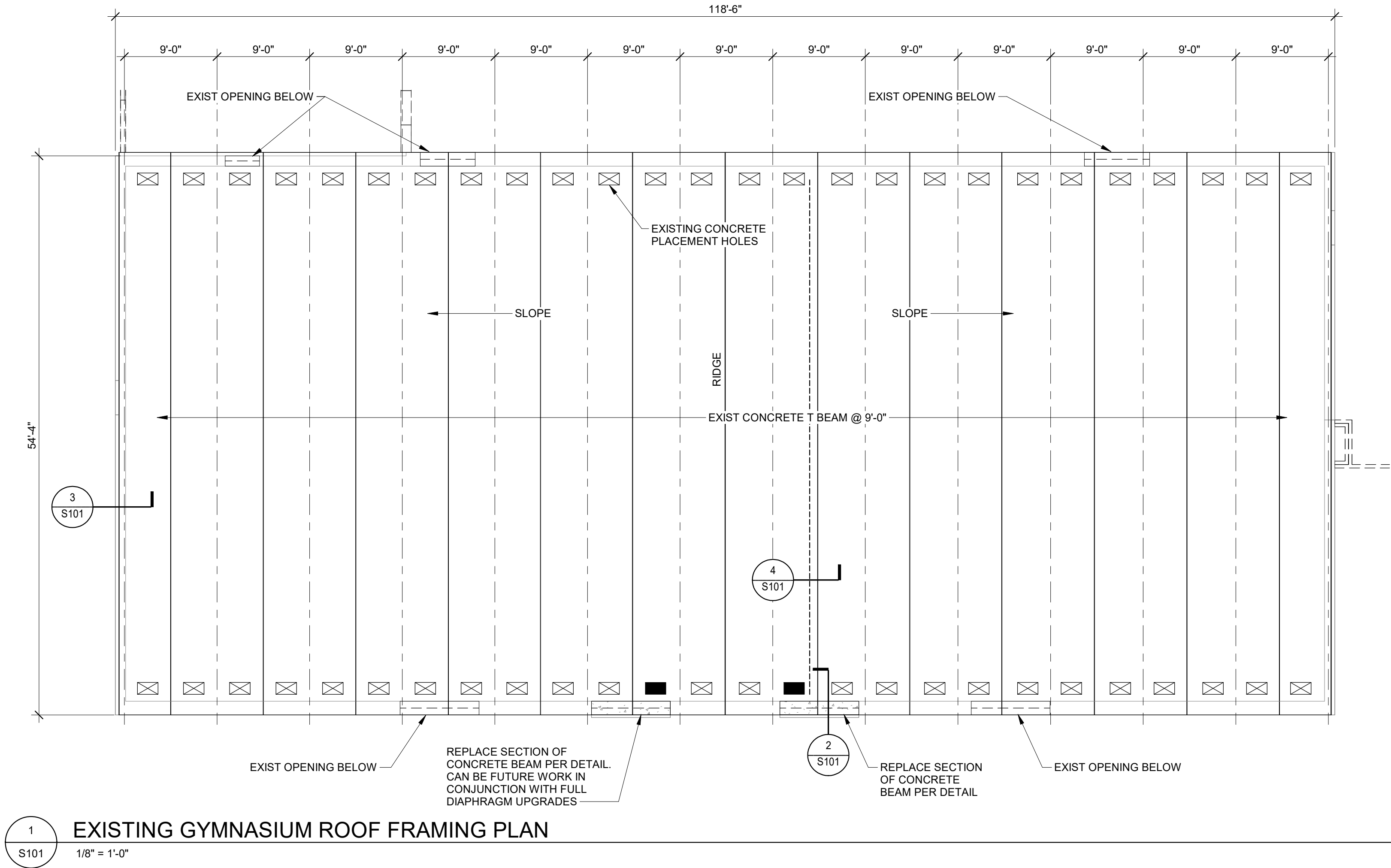
<https://ascehazardtool.org/>

Page 2 of 3

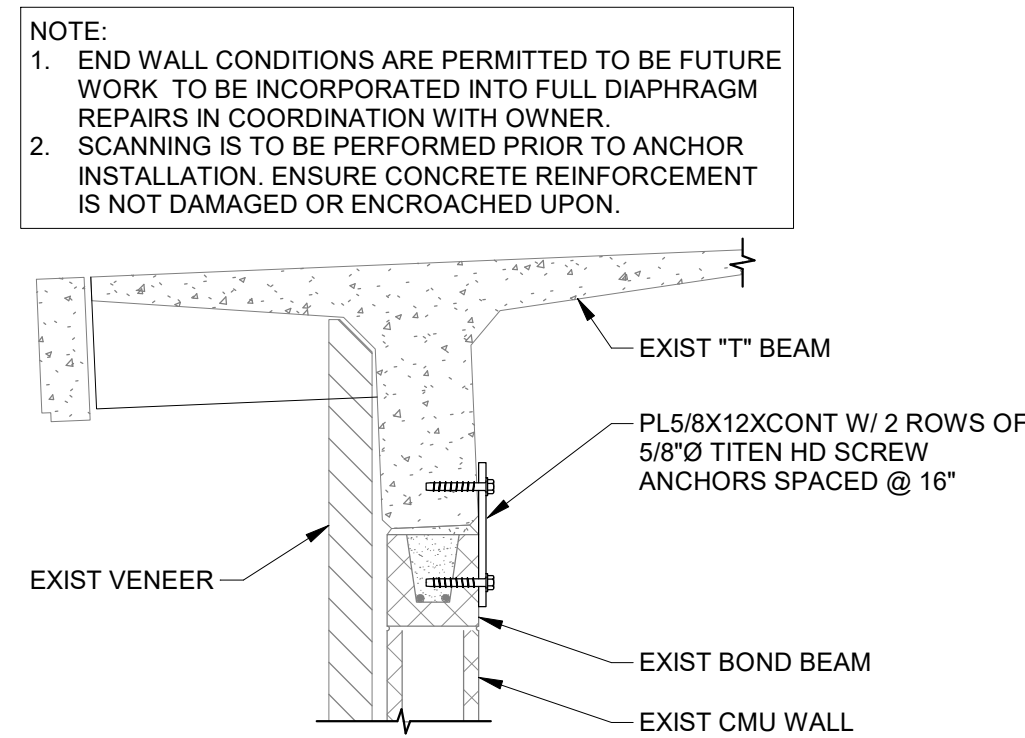
Fri Feb 13 2026

- A. GOVERNING CODES
- 1)INTERNATIONAL BUILDING CODE (IBC), 2021 EDITION.
 - 2)INTERNATIONAL EXISTING BUILDING CODE (IEBC), 2021 EDITION.
 - 3)MINIMUM DESIGN LOADS AND ASSOCIATED CRITERIA FOR BUILDINGS AND OTHER STRUCTURES, ASCE/SEI 7-16.
 - 4)BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE, ACI 318-19.
 - 5)SPECIFICATION FOR STRUCTURAL STEEL BUILDINGS, AISC 360-16.
 - 6)BUILDING CODE REQUIREMENTS FOR MASONRY STRUCTURES, TMS 402-16.
- B. DESIGN LOADS AND CRITERIA
- 1)GRAVITY LOADS:
- a)ROOF LOADS:
 1. ROOF DEAD LOAD: 70 psf
 2. ROOF LIVE LOAD: 35 psf (PER EXIST LIVE LOAD TABLE)
- 1)SNOW LOADS:
- a)GROUND SNOW LOAD: Pg = 32 psf, Is = 1.00, Ce = 1.0, Ct = 1.0, Cs = 1.0
 - b)FLAT ROOF SNOW LOAD: Pf = 30 psf UNIFORM + DRIFT
- 2)WIND CRITERIA:
- a)3-SEC PEAK GUST WIND SPEED = 115 mph
 - b)RISK CATEGORY = III
 - c)Iw = 1.00
 - d)EXPOSURE = C
 - e)INTERNAL PRESSURE COEFFICIENT (GCpi): ±0.18
 - f) EXTERNAL ROOF COMPONENTS & CLADDING: 100 psf MINIMUM (ULTIMATE)
 - g)EXTERNAL PARAPET COMPONENTS & CLADDING: 120 psf MINIMUM (ULTIMATE)
 - h)EXTERNAL WALL COMPONENTS & CLADDING: 80 psf MINIMUM (ULTIMATE)
- 3)SEISMIC CRITERIA:
- a)SS = 0.152 g / S1 = 0.064 g MAPPED MCER VALUES
 - b)RISK CATEGORY = III
 - c)PROJECT SITE CLASS = D
 - d)Ie = 1.25
 - e)SDS = 0.162 g / SD1 = 0.103 g DESIGN RESPONSE COEFFICIENT
 - f) SEISMIC DESIGN CATEGORY = B
 - g)ANALYSIS PROCEDURE: EQUIVALENT LATERAL FORCE PROCEDURE
 - h)SEISMIC FORCE-RESISTING SYSTEM: ORDINARY REINFORCED MASONRY WALLS R=2.0
 - i) REDUNDANCY FACTOR: PLAN N-S RHO = 1.0 / PLAN E-W RHO = 1.0
 - j) SEISMIC RESPONSE COEFFICIENT Cs = 0.10
 - k)SEISMIC BASE SHEAR V = 80 kips (ULTIMATE-GYM ONLY)
- C. MATERIALS SECTION
- 1)CONCRETE MIXTURE: ALL STRUCTURAL ELEMENTS, UNLESS NOTED OTHERWISE
- PORTLAND-LIMESTONE CEMENT ASTM C595 TYPE II
- FLY ASH ASTM C618, CLASS F, 10% - 25% BY WEIGHT
- WATER / CEMENT + FLY ASH = 0.45 MAXIMUM
- f'c = 4500 psi BASED ON 28-DAY TEST
- EXPOSURE CATEGORY F, EXPOSURE CLASS F2
- TOTAL AIR CONTENT = 6% +/- 1.5%
- 3/4" NORMAL WEIGHT AGGREGATE ASTM C33
- 2)STRUCTURAL STEEL:
- a)W & WT SHAPES: ASTM A992, Fy = 50 ksi
 - b)HP SHAPES: ASTM A572, Fy = 50 ksi
 - c)HSS — RECTANGULAR: ASTM A500 GRADE B, Fy = 46 ksi
 - d)HSS — ROUND: ASTM A500 GRADE B, Fy = 42 ksi
 - e)STEEL PIPE: ASTM A53 GRADE B, Fy = 35 ksi
 - f) CHANNEL & ANGLE SHAPES: ASTM A36, Fy = 36 ksi
 - g)PLATES AND BARS: ASTM A36, Fy = 36 ksi
- 3)HIGH-STRENGTH BOLTS: ASTM F3125 GRADE A325 TYPE 1 THREAD CONDITION N: STEEL TO STEEL CONNECTIONS
- 4)NUTS: ASTM A563 GRADE DH PLAIN; STEEL TO STEEL CONNECTIONS
- 5)COUPLER NUTS: ASTM A563 GRADE DH PLAIN; STEEL TO STEEL CONNECTIONS
- 6)WASHERS: ASTM F436 TYPE 1 PLAIN; STEEL TO STEEL CONNECTIONS
- D. CONCRETE
- 1)PERFORM CONCRETE WORK INCLUDING HANDLING, PLACING, AND CONSTRUCTING IN ACCORDANCE WITH THE LATEST EDITION OF ACI 301 "SPECIFICATIONS FOR STRUCTURAL CONCRETE" INCLUDING THE REFERENCED LATEST EDITION OF ACI 117 "SPECIFICATION FOR TOLERANCES FOR CONCRETE CONSTRUCTION AND MATERIALS AND COMMENTARY" UNLESS MORE STRINGENT REQUIREMENTS ARE SPECIFIED.
- 2)CAST-IN-PLACE CONCRETE SPECIFIED COVER FOR REINFORCEMENT SHALL NOT BE LESS THAN THE FOLLOWING:
- a)3" AT CONCRETE CAST AGAINST AND PERMANENTLY EXPOSED TO EARTH
 - b)2" AT CONCRETE EXPOSED TO EARTH OR WEATHER FOR #6 AND LARGER BARS
 - c)1 1/2" AT CONCRETE EXPOSED TO EARTH OR WEATHER FOR #5 AND SMALLER BARS
 - d)1 1/2" AT CONCRETE NOT EXPOSED TO WEATHER OR IN CONTACT WITH GROUND FOR REINFORCEMENT OF BEAMS OR COLUMNS
 - e)3/4" AT CONCRETE SLABS, WALLS OR JOISTS NOT EXPOSED TO WEATHER OR IN CONTACT WITH GROUND
- 3)SPlice REINFORCING BARS ACCORDING TO THE REINFORCING BAR LAP SCHEDULE. SPlice WWF SHEETS BY LAPING AT LEAST ONE PANEL WIDTH (TWO LONGITUDINAL BARS IN CONTACT) OR 10 INCHES MINIMUM. STAGGER ALTERNATING SPLICES A MINIMUM OF ONE LAP LENGTH. PLACE MECHANICAL REBAR SPlice CONNECTORS WHERE SHOWN.
- 4)PLACE CORNER REINFORCING BARS AT ALL WALLS AND GRADE BEAMS WITH SIZE & SPACING TO MATCH HORIZONTAL REINFORCEMENT UNLESS SHOWN OTHERWISE.
- 5)ADD #5X6'-0" DIAGONAL REBAR EACH FACE AT ALL WALL OPENING CORNERS AND #5X6'-0" DIAGONAL REBAR MID-DEPTH AT ALL RE-ENTRANT SLAB CORNERS, UNLESS SHOWN OTHERWISE.
- 6)PROVIDE REBAR SUPPORTS, SPACERS, AND TIE BARS ADEQUATELY TO ENSURE ALL REINFORCEMENT REMAINS AT PROPER DEPTH AND LOCATION WHEN CONCRETE ELEMENTS ARE PLACED. REBAR SUPPORTS AND SPACERS EXPOSED TO EARTH SHALL BE HOT-DIP GALVANIZED G90 OR OTHER APPROVED NON-CORROSIVE MATERIAL.
- 7)VERTICAL DOWELS SHALL BE SECURED AND SUPPORTED IN PLACE BEFORE PLACING CONCRETE. DO NOT STAB OR "WET-SET" VERTICAL DOWELS.
- 8)INSTALL AND SECURE EMBEDMENTS SUCH AS ANCHOR RODS AND EMBEDMENT PLATES WITHIN SPECIFIED TOLERANCES PRIOR TO CONCRETE PLACEMENT.
- 9)CONCRETE SHALL BE PROPERLY CONSOLIDATED PER THE LATEST EDITION OF ACI 309 USING INTERIOR MECHANICAL VIBRATION, EXCEPT CONCRETE SLABS ON GRADE LESS THAN 5" THICK. DO NOT OVER-VIBRATE CONCRETE.
- 10) PROTECT AND CURE ALL CONCRETE SURFACES WITH CURING COMPOUND CONFORMING TO ASTM C309, TYPE 2, CLASS B, UNLESS NOTED OTHERWISE. BEGIN CURING WALLS IMMEDIATELY AFTER STRIPPING FORMS.
- 11) CONCRETE SURFACES TO RECEIVE GROUT UNDER COLUMN BASE PLATES MUST BE PREPARED BY LIGHT BUSH HAMMERING (1/4" AMPLITUDE) THE GROUTED AREA AND PRE-SOAKING. MINIMUM GROUT THICKNESS SHALL BE 1".
- 12) CONCRETE WALLS INTERSECTING CONCRETE PILASTERS SHALL BE CAST MONOLITHICALLY WITH PILASTERS, UNLESS NOTED OTHERWISE.
- 13) CHAMFER EXPOSED EDGES OF CONCRETE BEAMS AND COLUMNS 3/4", UNLESS NOTED OTHERWISE.
- 14) IN ACCORDANCE WITH THE LATEST EDITION OF ACI 347.3R, PROVIDE FORMED CONCRETE SURFACE CATEGORIES (CSC) AS FOLLOWS PER TABLE 3.1A, UNLESS NOTED OTHERWISE:
- a)CONCRETE SURFACES IN AREAS WITH LOW VISIBILITY USED OR COVERED WITH SUBSEQUENT FINISH MATERIALS INCLUDING BUT NOT LIMITED TO BASEMENT WALLS COVERED BY GRADE: CSC1
 - b)CONCRETE SURFACES WHERE VISUAL APPEARANCE IS OF MODERATE IMPORTANCE INCLUDING BUT NOT LIMITED TO INTERIOR SPACES OF ELECTRICAL AND MECHANICAL ROOMS: CSC2
 - c)CONCRETE SURFACES THAT ARE IN PUBLIC VIEW OR WHERE APPEARANCE IS SPECIFICALLY DESIGNATED IMPORTANT INCLUDING BUT NOT LIMITED TO INTERIOR AND EXTERIOR ELEMENTS: CSC3
 - d)CONCRETE SURFACES WHERE THE EXPOSED CONCRETE IS A PROMINENT FEATURE OF THE COMPLETED STRUCTURE OR VISUAL APPEARANCE IS SPECIFICALLY DESIGNATED IMPORTANT INCLUDING BUT NOT LIMITED TO MONUMENTAL STRUCTURES: CSC4
- 15) WHEN THE AMBIENT AIR TEMPERATURE HAS FALLEN TO, OR IS EXPECTED TO FALL BELOW 40 F DURING THE PROTECTION PERIOD, IMPLEMENT COLD WEATHER PROCEDURES AND COMPLY WITH COLD WEATHER CONCRETING PROVISIONS OF THE ADOPTED ACI 308R "GUIDE TO COLD WEATHER CONCRETING". CONTRACTOR SHALL PROVIDE A COLD WEATHER CONCRETE PLACEMENT AND PROTECTION PLAN AS A PROJECT SUBMITTAL IF JOB SITE TEMPERATURES ARE EXPECTED TO DROP BELOW NOTED THRESHOLD VALUE AT ANY TIME DURING THE CONCRETE PLACEMENT. CONTRACTOR IS RESPONSIBLE FOR ALL HEATING AND PROTECTION MATERIALS AND ASSOCIATED LABOR AS REQUIRED IN MAINTAINING COMPLIANCE WITH COLD WEATHER CONCRETING PROCEDURES.

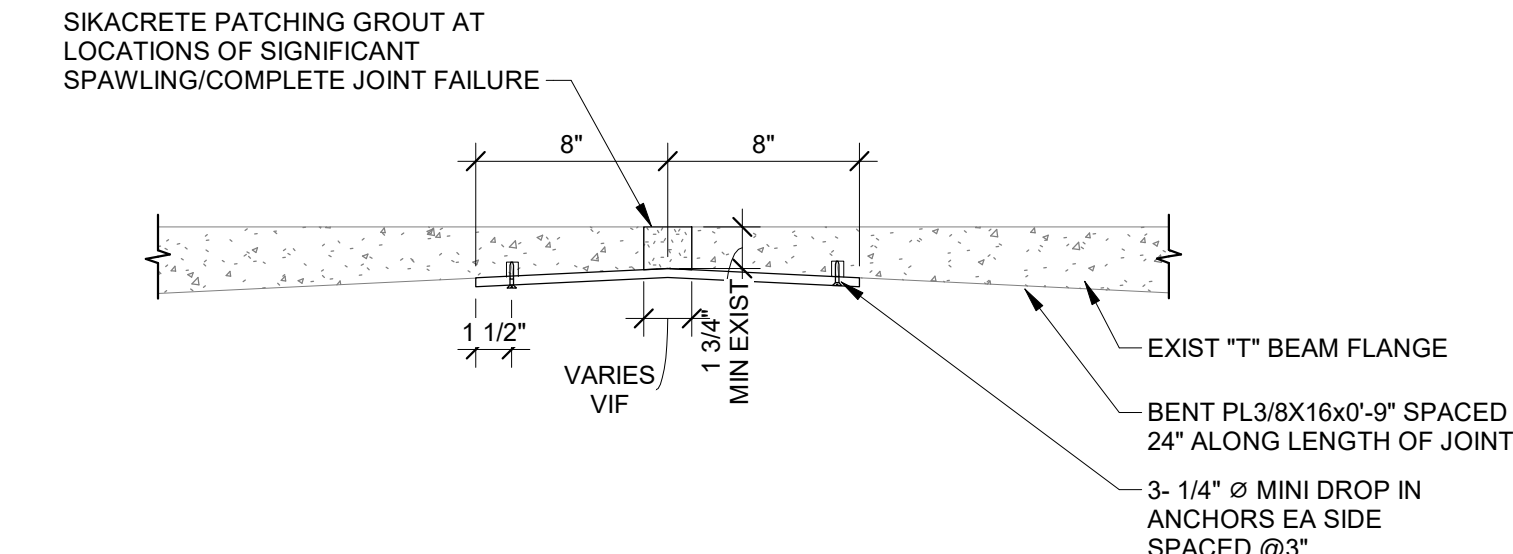
- 16) WHEN THE AMBIENT AIR TEMPERATURE EXCEEDS 80 F OR THE RATE OF EVAPORATION IS GREATER THAN 0.2 PSF PER HOUR, IMPLEMENT HOT WEATHER PROCEDURES AND COMPLY WITH HOT WEATHER CONCRETING PROVISIONS OF THE ADOPTED ACI 305R "GUIDE TO HOT WEATHER CONCRETING". CONTRACTOR SHALL PROVIDE A HOT WEATHER CONCRETE PLACEMENT AND PROTECTION PLAN AS A PROJECT SUBMITTAL IF JOB SITE TEMPERATURES ARE EXPECTED TO EXCEED NOTED THRESHOLD VALUES AT ANY TIME DURING THE CONCRETE PLACEMENT.
- 17) SHOULD SULFATES BE FOUND IN THE SOIL ACCORDING TO THE GEOTECHNICAL REPORT, DO NOT USE CONCRETE CONTAINING CALCIUM CHLORIDE OR ADMIXTURES CONTAINING CALCIUM CHLORIDE.
- 18) CONCRETE TESTING AND ACCEPTANCE:
- a)CONCRETE PRODUCTION FACILITY SHALL SUBMIT FOR ENGINEER APPROVAL CONCRETE MIX DESIGN A MINIMUM OF FIVE WORKING DAYS PRIOR TO PLACEMENT WHICH INCLUDES STRENGTH TEST RECORDS NOT MORE THAN 24 MONTHS OLD AND CONSISTING OF AT LEAST 30 CONSECUTIVE TESTS OR TWO GROUPS OF CONSECUTIVE TESTS TOTALING AT LEAST 30 TESTS.
 - b)OBTAIN SAMPLES IN ACCORDANCE WITH THE LATEST EDITION OF ACI 301 "SPECIFICATIONS FOR STRUCTURAL CONCRETE" SECTION 1.6.4.2. OBTAIN AT LEAST ONE COMPOSITE SAMPLE FOR EACH 100 CUBIC YARDS, OR FRACTION THEREOF, OF EACH CONCRETE MIXTURE PLACED IN ANY ONE DAY.
 - c)MOLD AND CURE A MINIMUM OF FIVE CYLINDERS FROM EACH SAMPLE IN ACCORDANCE WITH ASTM C31. TEST ONE CYLINDER AT 7 DAYS, TEST THREE CYLINDERS AT 28 DAYS, AND TEST ONE CYLINDER AT 56 DAYS.
 - d)A STRENGTH TEST SHALL BE THE AVERAGE OF THE STRENGTHS OF AT LEAST THREE 4 BY 8 IN CYLINDERS MADE FROM THE SAME SAMPLE OF CONCRETE AND TESTED AT TEST AGE DESIGNATED.
 - e)STRENGTH LEVEL OF AN INDIVIDUAL CLASS OF CONCRETE SHALL BE CONSIDERED SATISFACTORY IF BOTH OF THE FOLLOWING REQUIREMENTS ARE MET:
 1. EVERY ARITHMETIC AVERAGE OF ANY THREE CONSECUTIVE STRENGTH TESTS EQUALS OR EXCEEDS f'c.
 2. NO STRENGTH TEST FALLS BELOW f'c BY MORE THAN 500 PSI.



2 TIE BEAM REPAIR CONDITION
S101 REF S101 3/4" = 1'-0"



3 END WALL CONDITION
S101 REF S101 3/4" = 1'-0"



4 JOINT PATCHING DETAIL
S101 REF S101 1 1/2" = 1'-0"

ROOF FRAMING PLAN NOTES

1. PLAN SHEET "CUT" PLANE IS ASSUMED TO OCCUR 48" ABOVE FLOOR/ROOF LEVEL.
2. SEE STRUCTURAL GENERAL NOTES SECTION "B" FOR DESIGN LOADS REQUIRED.
3. REFERENCE OTHER DISCIPLINES INDICATING SUSPENDED EQUIPMENT FOR SPECIFIC PLAN LOCATION, LOADING AND CONNECTION DETAILS TO PRIMARY STRUCTURAL FRAMING.

Cushing
Terrell

cushingterrell.com
800.757.9522

501 57TH STREET NORTH, GREAT FALLS, MT 59405
LOY ELEMENTARY

SEISMIC ROOF REPAIRS PHASE I



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BUILDING PERMIT SET

07.10.26
PROJ# | GFPS26_LOYGGYM
DESIGNED BY | MELLGREN
DRAWN BY | SMITH
REVIEWED BY | MELLGREN

REVISIONS

STRUCTURAL
GENERAL NOTES,
EXIST GYMNASIUM
ROOF FRAMING PLAN
AND DETAILS

S101

 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: August 3, 2026

CATEGORY: Action

AGENDA ITEM NUMBER: VII. C.

CABINET MEMBER: Heather Hoyer

TOPIC

Second Reading of Board Policies 1401 (Revised) – *Records Available to Public*; 2151 (Revised) – *Interscholastic Activities*; and 5324 (New) – *Civic Duty*.

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 1401 Language changes as recommended by MTSBA and the Committee.
 Policy 2151 Language changes as recommended by MTSBA and the Committee.
 Policy 5324 New policy as recommended by MTSBA and the Committee.

The first reading of the Board policies listed above was at the July 13, 2026 regular board meeting.

FISCAL IMPLICATIONS

None

RECOMMENDATION

The District Board is requested to approve Board Policies 1401 (Revised) – *Records Available to Public*; 2151 (Revised) – *Interscholastic Activities*; and 5324 (New) – *Civic Duty* as presented.

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

[Return to Agenda](#)

Great Falls School District

THE BOARD OF TRUSTEES

1401

Records Available to Public

All District records, except those restricted by state and/or federal law, shall be available to citizens for inspection at the Clerk's office.

Any individual may request public information from the District. The District shall make the means of requesting public information accessible to all persons.

Upon receiving a request for public information, the District shall respond in a timely manner to the requesting person by:

- Making the public information available for inspection and copying by the requesting person; or
- Providing the requesting person with an estimate of the time it will take to fulfill the request if the public information cannot be readily identified and gathered and any fees that may be charged.

~~The District may charge a reasonable fee for fulfilling a public information request. The fee not exceeding the actual cost directly incident to fulfilling the request in the most cost-efficient and timely manner possible. The fee must be documented. The fee may include the time required to gather public information. The District may require the requesting person to pay the estimated fee prior to identifying and gathering the requested information.~~

The District may charge a fee for fulfilling a public information request as follows:

- *Fees for making public information maintained by the District available for inspection and copying by the requesting person at the District business office:*

If the District incurs a cost, the District may only charge for it once pursuant to the following factors, which may include but are not limited to:

- *Fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;*
- *The actual cost to fulfill the request;*
- *Subject to the \$25 per hour referenced above, the cost of providing the public information to the requester, including but not limited to copying and media costs;*
- *Convenience fee as provided in §2-17-1102, MCA, if applicable, and*
- *Other reasonable costs directly incurred by the District.*

- 1 • *Fees for fulfilling a request for a single, specific, clearly identifiable, and readily*
2 *available public record:*

3
4 *If the District incurs a cost, the District may only charge for it once pursuant to the*
5 *following factors, which may include but are not limited to:*

- 6
7 o *Fees not exceeding \$25 an hour for gathering, reviewing, processing, and*
8 *providing information in the most cost-efficient and timely manner possible;*
9 o *The actual cost to fulfill the request, subject to the \$25 per hour limit provided*
10 *above;*
11 o *The cost of providing the public information to the requester, including but not*
12 *limited to scanning, copying, media, postage, and shipping costs;*
13 o *A convenience fee as provided in §2-17-1102, MCA, if applicable, and*
14 o *Other reasonable costs directly incurred by the District.*

- 15
16 • *Fees for fulfilling a request for public information that is not a request for a single,*
17 *specific, clearly identifiable, and readily available public record:*

18
19 *If the District incurs a cost, the District may only charge for it once pursuant to the*
20 *following factors. After the first hour of service, which is free, after the filing fee is*
21 *discussed below is paid, the factors may include but are not limited to:*

- 22
23 o *A filing fee not to exceed \$5;*
24 o *Fees not exceeding \$25 an hour for searching for, gathering, reviewing,*
25 *processing, and providing information in the most cost-efficient and timely*
26 *manner possible;*
27 o *The actual cost to fulfill the request, subject to the \$25 per hour limit provided*
28 *above;*
29 o *The cost of providing the public information to the requester, including but not*
30 *limited to scanning, copying, media, postage, and shipping costs;*
31 o *A convenience fee as provided in §2-17-1102, MCA, if applicable, and*
32 o *Other reasonable costs directly incurred by the District.*

33
34 The District is not required to alter or customize public information to provide it in a form
35 specified to meet the needs of the requesting person. If the District agrees to a request to
36 customize a records request response, the cost of the customization may be included in the fees
37 charged by the District.

38
39 In accordance with §20-9-213(1), MCA, the record of the accounting of school funds shall be
40 open to public inspection at any meeting of the Trustees. A reasonable fee may be charged for
41 any copies requested. Copies will be available within a reasonable amount of time following a
42 request.

1 A written copy of Board minutes shall be available to the general public within five (5) working
2 days following approval of the minutes by the Board. If requested, one (1) free copy of minutes
3 shall be provided to local media within five (5) working days following approval by the Board.

4
5 Cross Reference:

6 Policy 1401R	Records Available to the Public
7 Policy 4340	Public Access to District Records
8 <i>Policy 5450</i>	<i>Employee Electronic and On-Line Services Usage and District Equipment</i>
9 <i>Policy 5450F</i>	<i>Staff Technology Acceptable Use and Internet Safety Agreement</i>
10 <i>Policy 7326</i>	<i>Documentation and Approval of Claims</i>
11 <i>Policy 7500</i>	<i>Property Records</i>
12 <i>Policy 8430</i>	<i>Records Management</i>

13
14 Legal Reference:

15 §2-6-1003, MCA	Access to Public Information
16 §2-6-1006, MCA	Public Information requests – fees
17 §2-17-1102, MCA	Definitions
18 §20-3-323, MCA	District policy and record of acts
19 §20-9-213, MCA	Duties of Trustees

20
21 Policy History

22 Adopted on:	July 1, 2000
23 Revised on:	November 25, 2013
24 Revised on:	November 11, 2019
25 <i>Revised on:</i>	

INSTRUCTION

2151

Interscholastic Activities

The District recognizes the value of a program of interscholastic activities as an integral part of the total school experience. The program of interscholastic activities will include all activities relating to competitive sport or intellectual contests, games or events, or exhibitions involving individual students or teams of students of this District, when such events occur between schools outside this District.

All facilities and equipment utilized in the interscholastic activity program, whether or not the property of the District, will be inspected on a regular basis. Participants will be issued equipment which has been properly maintained and fitted.

An activity coach must be properly trained and qualified for an assignment as described in the coach's job description. *A syllabus which outlines the skills, techniques, and safety measures associated with a coaching assignment will be distributed to each coach.* All personnel coaching intramural or interscholastic activities will complete all training and certification required by the District.

The Board recognizes that certain risks are associated with participation in interscholastic activities. While the District will strive to prevent injuries and accidents to students, each parent or guardian will be required to sign a Great Falls Public Schools "Activities Participation Agreement" form indicating that the parents ~~assume all risks for injuries resulting from such participation~~ *are aware of the risks inherent in participating in interscholastic activities.* Each participant will be required to furnish evidence of physical fitness (physical form) prior to becoming a member of an athletic team. A participant will be free of injury and will have fully recovered from illness before participating in any event.

Coaches and/or trainers may not issue medicine of any type to students. This provision does not preclude the coach and/or trainer from using approved first aid items.

Cross References:

Policy 3416	Administering Medicines to Students
Policy 2151F	Activities Participation Agreement
Policy 8130	Air Quality Restrictions on Outdoor Activities, Practice, and Competition
Policy 8132	Activity Trips

Legal References:

10.55.707, ARM	Teacher and Specialist Licensure
37.111.825, ARM	Health Supervision and Maintenance

Policy History:

Adopted on: May 24, 2021

1 Revised on:

1 Great Falls School District

2
3 **PERSONNEL**

5324

4
5 Civic Duty Leave

6
7 Jury Duty

8
9 *When an employee is summoned for jury duty, the Superintendent or designee may request that*
10 *the Court excuse the employee from jury duty if the employee's presence at work is necessary for*
11 *the proper operation of the District. If the employee is not excused or no request is made to*
12 *excuse the employee, a leave of absence for jury duty will be granted. The employee may elect to*
13 *take jury duty leave and receive regular salary or take vacation or personal business leave*
14 *during jury duty time. An employee who elects not to take vacation or personal business leave,*
15 *however, must remit to the District all juror fees and allowances (except for expenses and*
16 *mileage).*

17
18 Witness Subpoena

19
20 *When an employee is subpoenaed to serve as a witness, the employee may elect to take witness*
21 *duty leave and receive regular salary or take vacation or personal business leave during witness*
22 *duty time. An employee who elects not to take vacation or personal leave, however, must remit to*
23 *the District all witness fees and allowances (except for expenses and mileage).*

24
25 Public Office

26
27 *If an employee is elected or appointed to a city, county, or state public office, the District shall*
28 *grant to the employee a leave of absence while the employee is performing public service, not to*
29 *exceed one-hundred eighty (180) days per year. An employee granted a leave of absence shall*
30 *make arrangements to return to work within ten (10) days following completion of the service for*
31 *which the leave was granted. If the District employs ten (10) or more persons, the employee will*
32 *be restored to their position with the same seniority, status, compensation, hours, locality, and*
33 *benefits as existed immediately prior to the leave of absence.*

34
35 *During the leave of absence, the employee cannot be required to perform work or to use leave or*
36 *benefits without the consent of the employee. If the District provides health care benefits to the*
37 *employee, the District shall continue offering the employee health care benefits with the same*
38 *covered benefits and covered persons during the leave of absence.*

39
40 Policy History

41 *Adopted on:*