

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, September 12, 2016

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Presentation—Becky Spika, Manufacturing Day
4. Report—Student Representative
5. Report—Committees of the Board
6. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

7. Report—Investment
8. Report---Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

10. Minutes of the August 8, 2016, Regular Board Meeting

APPROVAL OF CLAIMS

11. Claims

INDIVIDUAL ITEMS

12. Approve Fergus High School Class of 2020 Student Activity Account
13. Approve Disposal/Destruction of Documents per the State Record Retention Schedule
14. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property
15. Approve Out-Of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools
16. Approve IDEA Part B Federal Flow-Through Application to CMLRCC for Special Education Expenses
17. Approve Additions to the Substitute List for the 2016-2017 School Year
18. Approve Personnel Report

ADJOURNMENT

*A hard copy of the complete Agenda is available at the LPS Central Office
or on the Lewistown Public Schools Website:*

<http://lewistown.k12.mt.us/index.php/board-of-trustees1/board-agendas>

PUBLIC PARTICIPATION

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

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

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

3

Minutes/Claims Board of Trustees Superintendent's Report Action - Consent
 Action - Indiv.

ITEM TITLE: PRESENTATION—BECKY SPIKA, MANUFACTURING DAY

Requested By: Board of Trustees Prepared By: _____ Date: 09/12/2016

SUMMARY:

Becky Spika of Spika Welding is presenting information regarding Manufacturing Day taking place at the end of September.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

4

Minutes/Claims Board of Trustees Superintendent's Report Action - Consent
 Action - Indiv.

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Mikayla Comes Date: 09/12/2016

SUMMARY:

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

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

FHS School Board Report

September 12, 2016

Mikayla Comes

Student Council

- Finished Student Body elections
- Committees have been selected to begin planning Homecoming/Spirit Week

HOW Club

- Reinstated in the high school by Carley Carpenter, Melanie Smith and Sandy Armstead
- Donated used school supplies back to the school for students to use
- Finding funds for a water bottle refill station, and a recycling bin

Spanish Club

- Planning a bonfire for Sep. 15th
- Recruiting new members

Mentoring

- Applications to become a mentor are due on September 17th

Key Club

- Recruiting new members
- Providing drink stations throughout the Chokecherry Run

National Honor Society

- In the process of electing new NHS officers
- Working the Chokecherry Run on Saturday

FCCLA

- First Chapter Meeting on Tuesday Sep. 6th
- Beginning to plan for Districts, which is hosted at FHS

FFA

- Successful Greenhand BBQ/Water Balloon Fight
- First Chapter Meeting on Tuesday, Sep. 6th
- Planning for their food booth at The Chokecherry Festival
- District Leadership School in Chinook Sep. 14th

“F” Club, Art Club, Science Olympiad, Robotics, Outdoors Club and BPA are all beginning to plan their year and recruit members at this time.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

5

Minutes/Claims Board of Trustees Superintendent's Report Action - Consent
 Action - Indiv.

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees Prepared By: Committee Date: 09/12/2016

SUMMARY:

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

Attached is the list for Standing Committees of the Board for the 2016-2017 School Year.

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

**STANDING COMMITTEES OF THE BOARD
2016-2017 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Troy Kelsey	Phil Koterba	Shelley Poss	Jennifer Thompson	Monte Weeden
Building & Grounds	3	X			X			X
Insurance Risk Committee	2					X	X	
Transportation	3		X	X				X

**OTHER COMMITTEES WITH BOARD REPRESENTATION
2016-2017 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Troy Kelsey	Phil Koterba	Shelley Poss	Jennifer Thompson	Monte Weeden
Activities	2	X				X		
Curriculum Committees:								
Science	1						X	
Social Studies	1		X					
Health Insurance Program	2				X		X	
School Calendar	1					X		
Vocational Advisory Council	1			X				

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

6

Minutes/Claims Board of Trustees Superintendent's Report Action - Consent
 Action - Indiv.

ITEM TITLE: CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

Requested By: Board of Trustees Prepared By: _____ Date: 09/12/2016

SUMMARY:

Time is provided on the agenda for the Board to discuss calendar items, concerns, correspondence, future agenda items, and comments for the good of the district.

SUGGESTED ACTION:

 Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

7

Minutes/Claims Board of Trustees Superintendent's Report Action - Consent
 Action - Indiv.

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent Prepared By: Rebekah Rhoades Date: 09/12/2016

SUMMARY:

Below is the interest earned and distributed for July 2016:

Elementary \$3,005.22

High School \$2,243.22

Below is the interest earned and distributed for August 2016:

Elementary \$632.22

High School \$602.77

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

Agenda Item No.

Minutes/Claims Board of Trustees Superintendent's Report Action - Consent
 Action - Indiv.

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent Prepared By: Superintendent Date: 09/12/2016

SUMMARY:

Time is provided on the agenda for the Superintendent to discuss with the Board any calendar items, concerns, correspondence, future agenda items, and announcements.

- ❖ First Day Enrollment
- ❖ Handbooks
- ❖ Board Tours – Tuesday, November 1, 2016
- ❖ MCEL—October 19-21, 2016—Billings – Please let Jason know your plans by Friday, September 23, 2016
- ❖ Homecoming Week—September 19-23, 2016
 - All School Pep Assembly--Friday, September 23, 2016--10:00 a.m.
 - Fergus Parade—Friday, September 23, 2016—2:00 p.m.
- ❖ Adult Education Registration—**Tuesday, September 20, 2016**—12:00 p.m.—CMEC
- ❖ FHS College Fair—Wednesday, September 21, 2016—9:00 a.m.
- ❖ GO—Central A Divisional Meet—Saturday, September 24, 2016—Browning
- ❖ Picture Day Schedule:

Monday	September 26, 2016	Fergus High School
Tuesday	September 27, 2016	Lewis & Clark Elementary
Wednesday	September 28, 2016	Highland Park Elementary
Wednesday	September 28, 2016	Lewistown Junior High
Thursday	September 29, 2016	Garfield Elementary
- ❖ GO—State Class A Tournament—September 30-October 1, 2016—Hamilton
- ❖ Jack Gladstone Presentations—October 4, 2016—Fergus Center for the Performing Arts
- ❖ Home Athletic Games/Meets:
 - CC – FHS Invitational—Friday, September 16, 2016—10:00 a.m.
 - VB vs. Laurel—Saturday, September 17, 2016—1:00 p.m.
 - FB vs. Park—Friday, September 23, 2016—7:00 p.m.
 - VB vs. Park High—Saturday, September 24, 2016—2:00 p.m.
 - FB (FR/SO) vs. Park—Monday, September 26, 2016—4:00 p.m.
 - VB – FR/JV vs. Tri Cities—Monday, Sept 26, 2016—TBA
 - VB vs. Havre—Friday, September 30, 2016—4:00 p.m.
 - FB (JV) vs. Malta—Monday, October 3, 2016—4:30 p.m.

SUGGESTED ACTION: Informational

Additional Information Attached

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

9

- Minutes/Claims Board of Trustees Superintendent's Report Action - Consent
 Action - Indiv.

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

Requested By: Board of Trustees Prepared By: _____ Date: 09/12/2016

SUMMARY:

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

SUGGESTED ACTION:

 Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

10

- Minutes/Claims**
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: MINUTES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 09/12/2016

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the August 8, 2016, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 7th Avenue South
Lewistown, Montana 59457

MONDAY, August 8, 2016

REGULAR BOARD MEETING

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

1. ROLL CALL

TRUSTEES PRESENT:

CJ Bailey, Kris Birdwell, Shelley Poss, Jennifer Thompson, Phil Koterba, Monte Weeden

TRUSTEES ABSENT:

Troy Kelsey

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Sandi Chamberlain, Chris Hildebrant—LEA President, Bobbie Atchison, Scott Dubbs, Diane Oldenburg

OTHERS PRESENT:

Doreen Heintz—Lewistown News-Argus and other interested parties.

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

3. Presentation—Scott Dubbs, Curriculum Director – Assessments

Scott Dubbs, Curriculum Director, will present to the Board of Trustees information regarding Assessment results.

4. Report—Committees of the Board

There were no committee reports.

5. Calendar Items, Concerns, Correspondence, Etc.

No items were discussed.

6. Report—Investment

Interest for July 2016 was not available at the time of the Board meeting.

7. Report—Superintendent

Mr. Butcher updated the Board on staffing in the District. There will be three student teachers in the District this Fall. Mr. Butcher shared the back to school schedule for staff for the days leading up to the first day of school and reminded the Board that the back to school picnic will be at 11:30 at the High School on Tuesday, August 24th. MCEL will be taking place in October and any interested Board Members are to notify him. He also shared that the Construction Academy home has been sold, so the program will continue in 2016-2017.

PUBLIC PARTICIPATION

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

There was no public participation.

ACTION ITEMS

MINUTES

9. Minutes of the July 11, 2016, Regular Board Meeting – Approved unanimously (Bailey/Thompson)

APPROVAL OF CLAIMS

10. Claims – Approved unanimously (Birdwell/Bailey)

INDIVIDUAL ITEMS

11. Approve Lewistown Public Schools 2015-2016 Annual Report -- Approved unanimously (Poss/Weeden)
12. Approve Elementary Trustees' Financial Summary for the 2015-2016 Fiscal Year -- Approved unanimously (Birdwell/Thompson)
13. Approve High School Trustees' Financial Summary for the 2015-2016 Fiscal Year -- Approved unanimously (Bailey/Poss)
14. Approve Elementary Budget for the 2016-2017 Fiscal Year -- Approved unanimously (Weeden/Birdwell)
15. Approve High School Budget for the 2016-2017 Fiscal Year -- Approved unanimously (Bailey/Thompson)
16. Approve IDEA Part B Federal Flow-Through Application to CMLRCC for Special Education Expenses -- Approved unanimously (Birdwell/Bailey)
17. Approve Issuing Contract for the Construction Academy Instructor -- Approved unanimously (Weeden/Bailey)
18. Approve Issuing Contract for ABLE Instructor -- Approved unanimously (Poss/Thompson)
19. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property -- Approved unanimously (Weeden/Poss)
20. Approve Substitute List for the 2016-2017 School Year – (Weeden/Poss)
For – Poss, Weeden, Bailey, Thompson, Koterba; Abstain – Birdwell
21. Approve Personnel Report – See Exhibit A – Approved unanimously (Thompson/Birdwell)

ADJOURNMENT

The meeting was adjourned at 7:49 p.m (Bailey). The next regular meeting will be held at 6:00 p.m. on Monday, October 10, 2016, at the Lincoln Board Room.

CJ BAILEY
BOARD VICE-CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: August 8, 2016

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
WOOD, Fred	Delivery Van Driver	Lewistown Public Schools	Approve appointment on schedule— MAINT II Step 11+45 for up to 6.0 hours per day for up to 186 days	August 8, 2016	Fred’s contract was not included with the rest of the classified staff that were approved in May 2016
ARMSTRONG, Chad	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 25, 2016 – May 31, 2017	Chad is teaching a section of Driver’s Education during each semester at Fergus High School. Driving time for students will be after normal school hours.
MCCONNELL, Dave	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 25, 2016 – May 31, 2017	Dave will only be assisting in the behind-the-wheel driving instruction.
SHELAGOWSKI, Brett	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 25, 2016 – May 31, 2017	Brett will only be assisting in the behind-the-wheel driving instruction.
RECOMMENDATION FOR EXTRA-DUTY CONTRACTS	Bus Drivers	School District #1	Approve appointment on schedule as recommended on attachment	August 8, 2016	See attached list.
PATTEN, Tace	Kindergarten Teacher	Garfield Elementary School	Approve appointment on schedule— BA Step 4 (Actual Step 0)	August 8, 2016	See attached hiring recommendation.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: August 8, 2016

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
ITEN, Shelley	Paraprofessional	Highland Park Elementary School	Accept letter of resignation	July 27, 2016	See attached email.
CHAMBERLAIN, Sandra	Administrative Secretary	Lewistown Public Schools	Accept letter of resignation	August 24, 2016	See attached letter.
WOJTOWICK, Tom	Choral Accompanist	Lewistown Public Schools	Approve appointment on schedule— PARA Step 2 for up to 3.00 hours per day on an as needed basis	August 8, 2016	Per recommendation from the Principals. Mr. Wojtowick has been an accompanist for the last two years.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

11

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** LuAnn Schrauth **Date:** 09/12/2016

SUMMARY:

Approve claims paid through September 9, 2016, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2016 include: Board Chair Phil Koterba, CJ Bailey, Kris Birdwell, and Troy Kelsey.

****Need to select new Finance Committee members for October-December 2016.**

SUGGESTED ACTION: Approve Claims as Presented

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

12

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE FERGUS HIGH SCHOOL CLASS OF 2020 STUDENT ACTIVITY ACCOUNT

Requested By: Board of Trustees **Prepared By:** Jeff Elliott **Date:** 09/12/2016

SUMMARY:

A request is being made by the Class of 2020 to set up a student activity account with the Fergus High School Activity Funds. Attached is a memo from Jeff Elliott, FHS Principal.

SUGGESTED ACTION: Approve FHS Class of 2020 Student Activity Account

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

Memorandum

To: Board of Trustees, Lewistown Public Schools
Cc: Jason Butcher, Supt.
From: Jeff Elliott, FHS Principal
Date: September 8, 2016
Re: New Student Activity Accounts

This memo is written to request to the School Board for a Student Activity Account at Fergus High School for the Class of 2020.

The Class of 2020 Student Activity Account is for the freshman class who should be bringing over monies from their account at the Junior High and will soon need an account as they intend to deposit and spend funds for dues and for Homecoming activities here at the high school.

Thank you,

Jeff Elliott
FHS Principal

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

13

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE DISPOSAL/DESTRUCTION OF DOCUMENTS PER THE STATE RECORD RETENTION SCHEDULE

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 09/12/2016

SUMMARY:

The Board of Trustees need to approve the disposal/destruction of documents that have met the State record retention requirements.

SUGGESTED ACTION: Approve destruction/disposal of documents.

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

In accordance with 2-6-1202, 7-5-2132, 7-5-4124 and 20-1-212 and upon the order of the governing body, we the undersigned affirm the records listed on this disposal request are not subject to any litigation, legal or regulatory hold, and any financial records listed have been audited. See Notification on Central Registry (Ten Year Rule) below.

Authorized Local Government Representative: Name: Phil Koterba Signature:	Date: 09/12/2016	Phone: (406)535-8777
Records Custodian: Name: Signature:	Date:	Phone: ()

LOCAL GOVERNMENT SUBCOMMITTEE SIGNATURES REQUIRED FOR DISPOSAL APPROVAL

Department of Administration Committee Member: Name: Signature:	Date:
Montana Historical Society Committee Member: Name: Signature:	Date:
Local Government Committee Member: Name: Signature:	Date:

NOTIFICATION ON CENTRAL REGISTRY

Per MCA 2-6-1205, public records listed on this form that more than ten (10) years old and are approved for disposal may not be destroyed until they have been listed on a central registry and offered to various agencies and the public for 60 days.

Request for Records Disposal or Transfer Authorization have been listed on the central registry. Completed by Name: N/A Signature:	Unclaimed records may be disposed 60 days after this date: N/A
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TEN YEAR RULE:
Public records more than ten (10) years old approved for destruction may not be destroyed for 60 days after the date listed on the central registry.

Certificate of Transfer/Destruction/Disposition Comments

I hereby attest that I have destroyed, transferred or retained records as designated by the Local Government Subcommittee. If transferred, I have noted in the "Comments" field above, the entity to which the records have been relocated.

Name: Rebekah Rhoades **Title:** Business Manager **Date:**
Signature:

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

14

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 09/12/2016

SUMMARY:

The Board of Trustees needs to approve the Notice of Resolution of Intent to Sell/Dispose of Surplus Property as stated on the attached notice.

SUGGESTED ACTION: Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

SURPLUS LIST
Fall 2016

Garfield:

50 shin guards
4 foam Frisbees (poor condition)
10 basketballs (do not hold air)
Sony dvd/cd player (works)
RCA 5 cd player (unsure of working condition)

Lewis & Clark:

30 desks with attached chairs

Fergus High School:

wet/dry vacuum (does not work)
wooden rolling cabinet
16" Clark buffer

Lincoln Building:

2- Texas Instrument TI-80, TI-82 calculators (unsure of working condition)
61 - Montana Bound: An Activity Approach to Teaching Montana History – ISBN 0-929521-10-2 – Fourth Grade
32 - The Clear and Simple Thesaurus Dictionary – ISBN 0-448-12198-0 - Third/Fourth Grade
28 - Thorndike-Barnhart Intermediate Dictionary – ISBN 0-673-04800-4 - Third/Fourth Grade
17 - Scott Foresman Reading - New Beginnings 2.1 – ISBN 0-673-59641-9 - Second Grade
16 - Scott Foresman Reading - My Time to Shine 2.2 – ISBN 0-673-59642-7 - Second Grade
7 - Scott Foresman Reading - Take Me There – ISBN 0-673-59640-0 - First Grade
8 - Scott Foresman Reading - Surprise Me – ISBN 0-673-59675-3 - First Grade
8 - Scott Foresman Reading - Favorite Things Old and New – ISBN 0-673-59639-7 - First Grade
8 - Scott Foresman Reading - Lets Learn Together – ISBN 0-673-59638-9 - First Grade
8 - Scott Foresman Reading - Take a Closer Look – ISBN 0-673-59637-0 - First Grade
7 - Scott Foresman Reading - Seeing is Believing – ISBN 0-673-59645-1 – Fourth Grade
24 - People and Neighborhoods - The World Around Us – ISBN 0-02-145901-0
36 - Harcourt Science – ISBN 0-15-322918-7 – First Grade
11 - School Dictionary 1 – ISBN 0-02-195003-2/3-5 - Third/Fourth Grade
44 - Hertzog System of Keyboarding - Third/Fourth Grade
27 - Connecting Math Concepts Level D – ISBN 0-02-684692-6 - - Fifth/Sixth Grade
2 - Connecting Math Concepts Level B Presentation Book 1 – ISBN 0-02-684464-8 - Fifth/Sixth Grade
2 - Connecting Math Concepts Level B Presentation Book 2 – ISBN 0-02-684465-6 - Fifth/Sixth Grade
19 - Connecting Math Concepts Level E – ISBN 0-02-684693-4 - Fifth/Sixth Grade
20 - Connecting Math Concepts Level C – ISBN 0-02-684691-8 - Fifth/Sixth Grade
2 - Connecting Math Concepts Level B Presentation Book 1 – ISBN 0-02-684464-8 - Fifth/Sixth Grade
2 - Connecting Math Concepts Level B Presentation Book 2 – ISBN 0-02-684465-6 - Fifth/Sixth Grade

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

15

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN THE LEWISTOWN PUBLIC SCHOOLS

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 09/12/2016

SUMMARY:

The Board of Trustees needs to approve the requests for out-of-district students to attend the Lewistown Public Schools as indicated on the attachment.

SUGGESTED ACTION: Approve Out-of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**OUT-OF-DISTRICT REQUESTS FOR ATTENDANCE IN LPS
2016-2017 SCHOOL YEAR**

STUDENT NAME	ADDRESS	CITY/STATE/ZIP	GRADE/SCHOOL	DISTRICT OF RESIDENCE
Bristol, Teigen, M.	4268 Beaver Creek Road	Lewistown MT 59457	K/Garfield	Moore School District
Bristol, Kyler, T.	4268 Beaver Creek Road	Lewistown MT 59457	7/LJHS	Moore School District
Kleinsasser, Elijah	1216 5th Avenue S.	Lewistown MT 59457	12/FHS	Lewistown School District
Patnode, Hayden	180 Reservoir Dr.	Lewistown MT 59457	10/FHS	Lewistown School District
Patnode, Rhett	180 Reservoir Dr.	Lewistown MT 59457	7/LJHS	Lewistown School District
Rapkoch, Eva	P.O. Box 1073	Lewistown MT 59457	5/Lewis & Clark	Lewistown School District
Rapkoch, Sydney	P.O. Box 1073	Lewistown MT 59457	6/Lewis & Clark	Lewistown School District
Roberts, Hallie, O.	206 3rd Avenue N.	Moore, MT 59464	K/Garfield	Lewistown School District
Seal, Brooke	1205 W. Water Street	Lewistown MT 59457	12/FHS	Lewistown School District
Walter, Jessica	P.O, Box 361	Lewistown MT 59457	11/FHS	Lewistown School District
Walter, Latham	P.O. Box 3585	Lewistown MT 59457	9/FHS	Lewistown School District
Walter, Tucker	P.O. Box 787	Lewistown MT 59457	11/FHS	Lewistown School District

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

16

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE IDEA PART B FEDERAL FLOW-THROUGH APPLICATION TO CMLRCC FOR SPECIAL EDUCATION EXPENSES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 09/12/2016

SUMMARY:

Lewistown Public Schools would like to apply for Federal Special Education Funds from Central Montana Learning Resource Center Cooperative (CMLRCC). These funds will be used to pay for unexpected costs (paraprofessional wages and benefits) due to a new enrollment of a high needs student.

The Board of Trustees needs to consider and approve the School District's application for these needed funds.

SUGGESTED ACTION: Approve Flow-Through Application to CMLRCC

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

215 7th Avenue South
Lewistown, MT 59457

Director (406) 535-7454
Staff (406) 535-9012

APPLICATION FOR
CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE
EHA FLOW-THROUGH

PART B / PRE SCHOOL _____ (Check One)
2016-17 SCHOOL YEAR

SECTION I

School Superintendent Jason Butcher Telephone 535-8177
School District Name Lewistown Public Schools Number 0258
Address 215 7th Ave S
Lewistown, MT 59457
County Fergus

SECTION II

I, the undersigned authorized official of Lewistown Elementary
School District Number 0258 located in Fergus
County submit this application to the Central Montana Learning Resource Center Cooperative for
EHA Part B Flow-Through Funds. I also agree to provide the Central Montana Learning
Resource Center Cooperative with an end of the year evaluation report on expenditures of all

Superintendent or Authorized District Official

School Board Chairman

SECTION III

(Central Montana Learning Resource Center Cooperative Use Only)

Project Number _____

Budget Code _____

Amount _____

Date _____

SECTION IV

Please give a brief description of how you intend to use this money and a brief description on how you will evaluate or document your expenditure of funds to meet the objective.

OBJECTIVES	EVALUATION/DOCUMENTATION	COST														
Salaries and benefits for a 1-on-1 para-professional for a high needs student	Garfield Elementary has enrolled a new student that is in need of a 1-on-1 paraprofessional throughout the day. LPS will be required to hire an additional para to assist this student.	<table border="0"> <tr><td>Salaries</td><td>\$8500.00</td></tr> <tr><td>Benefits</td><td>\$1500.00</td></tr> <tr><td>Travel</td><td></td></tr> <tr><td>Materials</td><td></td></tr> <tr><td>Equipment</td><td></td></tr> <tr><td>Supplies</td><td></td></tr> <tr><td>Other</td><td></td></tr> </table>	Salaries	\$8500.00	Benefits	\$1500.00	Travel		Materials		Equipment		Supplies		Other	
Salaries	\$8500.00															
Benefits	\$1500.00															
Travel																
Materials																
Equipment																
Supplies																
Other																
OBJECTIVES	EVALUATION/DOCUMENTATION	COST														
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Salaries																
Benefits																
Travel																
Materials																
Equipment																
Supplies																
Other																
OBJECTIVES	EVALUATION/DOCUMENTATION	COST														
		<table border="0"> <tr><td>Salaries</td><td></td></tr> <tr><td>Benefits</td><td></td></tr> <tr><td>Travel</td><td></td></tr> <tr><td>Materials</td><td></td></tr> <tr><td>Equipment</td><td></td></tr> <tr><td>Supplies</td><td></td></tr> <tr><td>Other</td><td></td></tr> </table>	Salaries		Benefits		Travel		Materials		Equipment		Supplies		Other	
Salaries																
Benefits																
Travel																
Materials																
Equipment																
Supplies																
Other																
TOTAL FUNDS APPLIED FOR		\$10,000.00														

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

17

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2016-2017 SCHOOL YEAR

Requested By: Board of Trustees **Prepared By:** Jennifer Peterson **Date:** 09/12/2016

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2016-2017 School Year as listed below:

Substitute Teacher/Aide List:

Mary Kepler
Shannon Fraser
Brett Thackeray
Wenxin Wang
Stephanie Drga

Substitute Bus Driver:

Emerson Fraser
Jodi Tombarge

Substitute Secretary:

Kathy Berberet
Shannon Fraser
Stephanie Drga

Substitute Food Service:

Yvette Hersel
Cheryl Dennise Richardson
Jamie Murphy

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2016-2017 School Year

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/12/2016

Agenda Item No.

18

- Minutes/Claims
 Board of Trustees
 Superintendent's Report
 Action - Consent
 Action - Indiv.

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 09/12/2016

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

Additional Information Attached **Estimated cost/fund source** _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bailey						
Birdwell						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: September 12, 2016

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	COMMENTS
Kyle Dubbs	Volunteer Football Coach	Fergus High School	Volunteer position; no contract	9/12/2016	
Michael Kelsey	Volunteer Football Coach	Fergus High School	Volunteer position; no contract	9/12/2016	
Adrienna DeCock	Volunteer Football Coach	Fergus High School	Volunteer position; no contract	9/12/2016	
Tyrel Walters	Volunteer Football Coach	Fergus High School	Volunteer position; no contract	9/12/2016	
Jack Baldwin	Ski Club Advisor	Junior High School	Approve appointment on schedule—\$488.69 (Index 0.015 x \$32,579.00)	9/12/2016	
Tim Nefzgar	Science Bowl/Olympiad Co-Advisor	Fergus High School	Approve appointment on schedule—\$895.92 (Index 0.0275 x \$32,579.00)	9/12/2016	Revised contract.
Mike Mangold	Science Bowl/Olympiad Co-Advisor	Fergus High School	Approve appointment on schedule—\$895.92 (Index 0.0275 x \$32,579.00)	9/12/2016	Revised contract.
Angela Woollett	Technology	Fergus High School	Approve appointment on schedule—TECH SUPPORT SPECIALIST (Records) For up to 20 days \$17.48 per hour	9/12/2016	
Laure Watson	Food Server/Cashier	Fergus High School	Accept letter of resignation	8/22/2016	See attached letter.
Ashton Jaynes	Food Server/Cashier	Highland Park	Accept letter of resignation	8/31/2016	See attached letter.
Floyd Carter	School Bus Route Driver	Transportation	Approve appointment on schedule – TRANSPORTATION Step 0 for up to 4.5 hours per day for up to 186 days	8/25/2016	
Jennifer Peterson	Administrative Secretary	Central Office	Approve appointment on schedule—ADMIN SECRETARY Step 0 for up to 8 hours per day for up to 240 days	8/29/2016	
Leisha Armstrong	School Nurse	District Wide	Approve appointment on schedule— SCHOOL NURSE (RN) Step 0 for up to 7 hours per day for up to 200 days	8/24/2016	
Jennifer Tolzien	Paraprofessional	Junior High School	Approve appointment on schedule---PARA EDUCATOR+CERT Step 0 for up to 7.5 hours per day for up to 186 days	8/24/2016	
Tom Wojtowick	Accompanist	Junior High/Fergus High School	REVISED -- Approve appointment on schedule—PARA Step 2 for up to 440 hours (194 hrs at JHS/390 hrs at FHS) per year	9/12/2016	
Alex Lamb	Paraprofessional	Highland Park	Approve appointment on schedule---PARA EDUCATOR+CERT Step 0 for up to 7.5 hours per day for up to 186 days	8/24/2016	

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: September 12, 2016

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	COMMENTS
Mandi Kingsford	Food Server	Junior High School	Approve appointment on schedule—FOOD SERVER/KITCHEN AIDE Step 0 for up to 2.5 hours per day for up to 187 days	8/25/2016	
Holly Peterson	Food Server	Fergus High School	Approve appointment on schedule---FOOD SERVER/CASHIER Step 0 for up to 4 hours per day for up to 179 days	9/6/2016	
Susan Kucera	Food Server	Highland Park	Approve appointment on schedule---FOOD SERVER/CASHIER Step 0 for up to 3.7 hours per day for up to 175 days	9/12/2016	
Rosemary Lafever	Food Server	Lewis & Clark	Approve appointment on schedule---FOOD SERVER Step 3 for up to 3.7 hours per day for up to 187 days	8/25/2016	Revised Contract.
Aimee Donaldson	Paraprofessional	Garfield	Approve appointment on schedule---PARA EDUCATOR+CERT Step 0 for up to 7 hours per day for up to 177 days	9/6/2016	
Cole Eades	Assistant 2 Football Coach	Junior High School	Approve appointment on schedule—\$1628.95 (Index 0.050 x \$32,579.00)	9/12/2016	
Gabby Shifley	Head Cheerleading Coach	Fergus High School	Approve appointment on schedule—\$4072.38 (Index 0.125 x \$32,579.00)	9/12/2016	
Taylre Sweeney	Assistant Cheerleading Coach	Fergus High School	Approve appointment on schedule—\$2410.85 (Index 0.074 x \$32,579.00)	9/12/2016	
Jade Watson	Mechanic	Transportation	Approve appointment on schedule---MECHANIC I Step 0 for up to 8 hours per day for up to 90 days	9/12/2016	
Meggan Cirrincione	Student Government Advisor	Fergus High School	Approve appointment on schedule—\$1140.27 (Index 0.035 x \$32,579.00)	9/12/2016	
Jessica Miller	Student Government Asst. Advisor	Fergus High School	Approve appointment on schedule—\$1140.27 (Index 0.035 x \$32,579.00)	9/12/2016	
Betty Sanders	Paraprofessional	Fergus High School	Approve appointment on schedule---PARA EDUCATOR+CERT Step 10 for up to 8 hours per day for up to 186 days	9/12/2016	Revised contract.

Laure Watson
264 Maple Street
Lewistown, MT 59457

August 15, 2016

Amie Friesen
Lewistown Public Schools
215 7th Avenue South
Lewistown, MT 59457

Dear Amie,

Please accept this letter as my formal resignation from my role as High School Food Server/Cashier. My last day with Lewistown Public Schools will be August 22, 2016.

I would like to take this opportunity to thank you for the knowledge and experience I have gained by working here. I am very grateful for the time I have spent working for Lewistown Public Schools and the professional relationships I've built. It's been a pleasure working for you, and I hope our paths will cross again in the future.

Sincerely,

Laure Watson

I, Ashton Jaynes, have given my
two week notice, As of August 31, 2016.
My Last Day will be September 14, 2016.

Thanks .

8/31/2016

Ashton Jaynes