

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room

215 7th Avenue South
Lewistown, Montana 59457

WEDNESDAY, March 22, 2017

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance
3. Report—Student Representative
4. Report—LEA
5. Report—Committees of the Board
6. Calendar Items, Concerns, Correspondence, Etc.
7. Report—Election Information
8. Report—Budget Update
9. Report—Investment
10. Report—Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

12. Minutes of the February 13, 2017, Regular Board Meeting
13. Minutes of the March 8, 2017, Special Board Meeting

APPROVAL OF CLAIMS

14. Claims

INDIVIDUAL ITEMS

15. Approve Out-of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools
16. Approve Hiring Recommendation for the Superintendent Position (If necessary)
17. Set Elementary District Number One Levy Amount
18. Approve Multi-District Agreement for Technology Services
19. 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://www.lewistown.k12.mt.us/content/40>*

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

03/22/2017

Agenda Item No.

3

☐ Minutes/Claims ☒ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Emily Eckhardt

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**

NOTES:

1. BPA: We have just finished with our State Competition! Taylor Woods: 8th place, SISCO event. Emily Eckhardt: 5th place, Entrepreneurship. Isaiah Kolar: 2nd place, SISCO. Emily Eckhardt, Taylor Woods, Lexi Arndt, Abigail and Tessa Gatz, Kaitlyn Lodhal: 5th place, Parliamentary Procedures. Paige Myers: Top ten in two open events. We are now waiting to see who goes on to Nationals!
2. FCCLA: Preparatory work for State Competition 19-21!
3. FFA: State Competition 22-25
4. HOW Club: Installations of Water Bottle Filling Fountains
5. YPR Club: Fundraising including a Bingo Night on March 11!
6. Key Club: District Convention March 26-28! Just inducted our new officers! Emily Eckhardt: President, Gracia Butcher: Vice President, Megan Sweeney: Secretary, Alex Wickens: Treasurer, Collin Comes: Sergeant at Arms, Alyssa Southworth: Reporter
7. Book Club: Exploring the new Online Library
8. Art Club: Getting Picture taken for the yearbook, Painting some plywood in ticket booth.
9. Outdoors Club: N/A
10. Spanish Club: Language Days took place March 2-3! We learned a lot, had a lot of fun, and plan to take some of it back into classes!
11. Science Olympiad: N/A
12. Robotics: N/A
13. Graduation Matters: N/A
14. National Honor Society: Leukemia Fundraiser with Competitive Class Twist: the winner gets to have an early release!
15. F Club: N/A
16. Speech and Drama: N/A
17. Student Council: Last minute fundraising and thank you notes for the year; planning of Blue/Gold Breakfast(?)
18. Central Montana Youth Mentoring: Accumulation of Hours
19. Astronomy Club: Movie Night
20. Youth Alive: N/A
21. Ducks Unlimited: N/A
22. Skills USA: Preparatory Work for State Competition April 3-6
23. Annual: Finishing Touches on Yearbook
24. Band: N/A
25. Choir: N/A

*Those marked N/A did not respond to emails of my inquiries and/or did not have anything going on for the month. I apologize for my absence; I am currently competing in entrepreneurship and going for the gold! I will find out soon those who have made it to nationals in the rest of the CTSO's (career and technical student organizations)

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

4

ITEM TITLE: REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

Requested By: Board of Trustees Prepared By: LEA Representative

SUMMARY:

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

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

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

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

☒ Additional Information Attached

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

03/22/2017

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: _____

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

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

7

☐ Minutes/Claims ☒ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: REPORT—ELECTION INFORMATION

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on the election calendar and procedures for 2017.

Attached are the Terms of Office Listing and the 2016-2017 School Election Calendar.

Board members terms of office that are due to expire in 2017 include: Troy Kelsey, Kris Birdwell and Shelley Poss.

SUGGESTED ACTION: Informational


☒ **Additional Information Attached**

NOTES:

SCHOOL ELECTION CALENDAR 2017

| Days From Election | Deadlines | Event (Special Instances Identified in Green) | MCA Citation |
|---|--|---|--|
| No earlier than 145 days, or later than 40 days before | Thursday, December 8 through Thursday, March 23 | Trustee candidates file for election. A Declaration of Intent and Oath of Candidacy must be filed with election administrator. NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS THE CANDIDATE MEETS THIS DEADLINE. <i>Candidate must be registered to vote at the time the Oath is filed.</i> | 13-10-201 20-3-305 |
| At least 70 days before | Tuesday, February 21 | Trustees call for an election. The trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) whether the election will be by mail or poll; 4) the voting locations and boundaries for each location, if there are multiple locations within a district (if changed from a previous school election the new locations must be specifically noted); and 5) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot (not less than 30 days before the election). The resolution must be delivered to the county election administrator within 3 days of passage but it need NOT be posted. The trustees must also appoint three election judges per precinct. <ul style="list-style-type: none"> Bond Elections are subject to additional requirements (see 20-9-422, MCA). Request for a mail ballot election must be sent from trustees to the election administrator. Exception: Even if no request is received, the election administrator could decide to request a mail ballot election. | 13-19-202 13-19-203 20-9-422 20-20-201 20-20-203 |
| At least 67 days before (within 3 days of passage of the election resolution) | Friday, February 24 | Last day to file resolutions for school election with county election administrator. To assist with the provisions of late registration, include the name and best contact number for the district's election administrator with the resolution. | 20-20-201(2)(a) |
| At least 60 days before | Friday, March 3 | Election administrator sends mail ballot election plan/timetable/sample instructions to the Secretary of State's Office so that it is received by this deadline (i.e. fax, mail, or e-mail to SOS office (not post marked)). One plan must be submitted for each election. As soon as the plan (and any amendments are approved), forward a copy of the mail ballot plan to the county election administrator. Link to instructions: http://opi.mt.gov/pdf/schoolfinance/ElecHB/MailBallot/WrittenPlan.pdf | 13-19-205 |
| Not less than 30 days before | Sunday, March 5 through Sunday, April 2 | Window to publish notice of the close of regular registration. At least 30 days prior to the election, the election administrator shall publish notice of the close of regular registration and the availability of late registration. The notice must include when and where a voter may register and obtain a ballot. The election notice must be published in a newspaper of general circulation in the district, if available, posted in at least three public places, AND posted on the district's website, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. Notice should be published within the 4 weeks before the close of regular registration. | 13-2-301 20-20-204 20-20-311 20-20-312 |
| Not later than 5pm the day before ballot certification | Thursday, March 30 (by 5 p.m.) | Last day trustee candidates can withdraw from the election. Any candidate that has already filed for election, but wishes to withdraw their name, may do so by sending a statement of withdrawal to the election administrator. | 20-3-305(3)(a) |
| Not later than 5pm the day before ballot certification | Thursday, March 30 (by 5 p.m.) | Deadline for write-in candidate for a trustee position on a school board to file Declaration of Intent | 20-3-305(2)(b) |

| Days From Election | Deadlines | Event (Special Instances Identified in Green) | MCA Citation |
|--|---|--|--|
| No later than the 30th day before | Friday, March 31 | Deadline to notify election judges of appointment. | 13-4-101 |
| Not less than 30 days before | Friday, March 31 | Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. <i>Trustees must pass a resolution stating exact levy amounts by this date in order for the clerk to certify the ballot.</i> This resolution must include the durational limit, if any, on the levy. | 20-20-401 15-10-425 |
| Not less than 30 days before | Friday, March 31 | Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees cancel the trustee election. They must then give notice that a trustee election will not be held. The trustee election may not be declared by acclamation until all candidate filing deadlines have passed. Send a copy to the county election administrator to aid with the provisions of late registration. <i>**A trustee election held in single-member or trustee nominating district is considered a separate trustee election for declaring the election by acclamation.</i> | 20-3-313 |
| 30 days before any election | Monday, April 3 | Close of regular voter registration. Registration forms postmarked by this date and received within 3 days are accepted for regular registration. Late registration must be completed at the county election office. | 13-2-301 |
| Not more than 30 days before | Monday, April 3 | Contact your county election administrator for the biennial absentee ballot list. The county election administrator is required to mail an address confirmation form to voters who previously requested an absentee ballot for all elections. The county election administrator sends the confirmation form in January of every even-numbered year (in mail ballot elections, ballots are sent under mail ballot procedures rather than under absentee ballot list procedures). | 13-13-212 20-20-312 |
| Day after Close of Regular Registration | Tuesday, April 4 | Start of Late Registration. Late voter registrations starts and continues through the close of polls on election day, except that late registration is closed from noon to 5 pm on the day before the election. Late registration must be completed at the office of the county election administrator. | 13-2-304 |
| Not less than 10 days, or more than 40 days before | Thursday March 23 Through Saturday, April 22 | Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district if available, posted in at least three public places in the district AND posted on the district's website for the 10 days prior to the election, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. The notice must include: 1) the date and voting locations for the election; 2) voting location hours; 3) each proposition to be considered by the electorate; 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions; and 5) where and how absentee ballots may be obtained. <ul style="list-style-type: none">• If the polling place has changed from the previous school election, that change must be referred to in the notice.• If more than one proposition will be considered in the same district, each proposition must be set apart and identified, or placed in separate notices. | 20-20-204 |

| Days From Election | Deadlines | Event (Special Instances Identified in Green) | MCA Citation |
|---|---|---|---|
| At least 20 days before | Wednesday, April 12 | Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none"> • The ballot (with stubs removed) • Instructions for voting and returning the ballot • A secrecy envelope, free of any marks that would identify the voter • A self-addressed, return envelope with affirmation printed on the back of the envelope | 13-13-214 20-20-401 |
| Not before the 20 th day nor later than the 15 th day | Wednesday, April 12 through Monday, April 17 | Mail ballots mailed. If mail ballot election is used, all ballots must be mailed on the same day, except that if an inactive elector reactivates after the ballots are mailed, the elector should be provided with or mailed a ballot. If the elector reactivates after noon on the day before election day, the elector must come in on election day to receive a ballot. | 13-19-207 |
| Day before (By Noon) | Monday, May 1 | Deadline for absentee ballot requests. Voters who wish to vote absentee may request an absentee ballot in writing or in person until noon the day before the election. <i>**Remember to include a section on the absentee ballot application allowing the voter to become part of the biennial absentee list.</i> | 13-13-211 13-13-214 |
| Day before | Monday, May 1 | Deliver certified copy of the lists of registered electors. Before the day of election, the county election administrator shall deliver a certified copy of the lists of registered electors for each voting location to the district. The district shall deliver them to the election judges prior to the opening of a voting location. | 20-20-313 |
| Day before (between noon and 5pm) | Monday, May 1 | Late registration closed. Late registration is closed between noon and 5pm the day before the election. Electors may late register on election day at the office of the county election administrator. | 13-2-304 |
| Election Day  | Tuesday, May 2 | ELECTION DAY. The election administrator must prepare the polling places, printed ballots, ensure election judges are present, and conduct a fair and unbiased election (See Election Procedures). Notify election judges of the names of write-in candidates | Title 13 20-20-105 20-20-401 20-20-411 |
| No sooner than 3pm on the 6 th day after the election | Monday, May 8 | The first date that provisional ballots may be counted. Following the election, unresolved provisional ballots are sealed. These ballots may not be opened until after 3pm on the 6 th day after election. At that time election judges convene and a determination is made as to whether or not the ballots are counted. If there are provisional ballots in a school election, the canvass may not occur until after all provisional ballots are resolved. | 13-15-107 |
| Following receipt of the tally sheets from all polls and within 15 days after the election | Wednesday, May 17 | Trustees canvass the votes, issue certificates of election, and publish results. Trustees review the tally sheets compiled by the election judges to ascertain their accuracy. Recounts are ordered, if necessary. If tally is complete and accurate, trustees issue certificates of election to successful candidates. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district. | 20-20-415 20-20-416 |
| Within 5 days after the official canvass | Monday, May 8 through Monday, May 22 | Deadline for filing a petition for recount. When a question submitted to a vote of the people is decided by a margin not exceeding ¼ of 1% of the total votes cast for and against the question, a petition for recount must be filed within 5 days after the official canvass. | 13-16-201 |
| Within 5 days of receipt of notice from the election administrator | Monday, May 8 through Monday, May 22 | Deadline for convening the School Recount Board. When a tie vote has been certified to the election administrator or conditions have been met for filing a recount petition, the board shall convene at its usual meeting place to perform a recount. The recount must be completed within 5 days of receipt of official canvass or recount petition. | 13-16-204 20-20-420 |

| Days From Election | Deadlines | Event (Special Instances Identified in Green) | MCA Citation |
|---|--------------------------|---|---|
| Within 15 days after receipt of certificate of election | Thursday, June 1 | Candidate completes and files Oath of Office with the County Superintendent. <i>*Newly elected trustees may not be seated until the oath is filed. The issuance and the oath may be administered at the organizational meeting (below), but must be completed within 15 days of issuance. **In the event of a recount, the deadline for a candidate to complete and file the oath is 15 days from receipt of the certificate of election.</i> | 20-3-307 20-1-202 1-6-101 |
| Within 15 days of election | Wednesday, May 17 | Deadline for trustees to hold organizational meeting to elect chair and appoint clerk. | 20-3-321 |
| June 1 | Thursday, June 1 | Deadline for trustees to request county election administrator to conduct school elections for next year. The school district clerk/election administrator is designated the election administrator for school elections. However, the trustees of any district may request the county election administrator (EA) to become the election administrator for school elections. The request must be made by a resolution of the board of trustees. If the county EA accepts, then he/she must perform all the duties the school clerk would have. The school district must assume all costs of the election. | 20-20-417 |

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

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

Additional References:

Sample forms can be found at this address:

http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_7

Election Manual: <http://opi.mt.gov/pdf/SchoolFinance/ElecHB/16ElectionManual.pdf>

MT Secretary of State's Office: <http://sos.mt.gov/Elections/index.asp>

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

<http://politicalpractices.mt.gov/default.mcpv>.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

As currently exists, Board members terms of office are as follows:

| | Expire 2017 | Expire 2018 | Expire 2019 |
|---------------------------|--|---------------------------|---|
| SCHOOL DISTRICT #1 | Kris Birdwell Shelley Poss Troy Kelsey | CJ Bailey Monte Weeden | Phillip R. Koterba Jennifer Thompson |

School District #1 One -- Three (3) Year Terms:

_____ 3-year term (to expire in 2020)
_____ 3-year term (to expire in 2020)
_____ 3-year term (to expire in 2020)

Declaration of Intents Filed for Nomination of School Board Trustee:

Kris A. Birdwell 3-Year Term
LaVonne Jurack 3-Year Term
Stephen M. Vantassel 3-Year Term

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

8

☐ Minutes/Claims ☒ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: REPORT—BUDGET UPDATE

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2016-2017 General Fund Budgets.

In addition to the General Fund Budgets, a new Bill (SB307) that is currently being considered by Legislature will be discussed. Action on the requirements of this Bill will not take place until the April Board Meeting.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

BUDGET PROJECTIONS

2017-2018

| ELEMENTARY | | |
|-------------------------------------|----------------|--------------|
| 2017-2018 Projected Budgets | \$6,106,808.31 | w/out a vote |
| | \$6,175,414.51 | w/a vote |
| 2017-2018 Projected Expenses | \$6,516,094.50 | |
| Over/Under Budget | (\$409,286.19) | w/out a vote |
| | (\$340,679.99) | w/a vote |

| HIGH SCHOOL | | |
|-------------------------------------|----------------|--------------|
| 2017-2018 Projected Budgets | \$3,247,280.41 | |
| | \$3,247,280.41 | |
| 2017-2018 Projected Expenses | \$3,480,310.49 | |
| Over/Under Budget | (\$233,030.08) | w/out a vote |
| | (\$233,030.08) | w/a vote |

Budget Knowns

HB191 - Inflationary Increase (.5%)

Retirements

ANB

Budget Unknowns

Other Resignations

Legislature

Federal Title Grant Funding

Health Insurance Rates

Number of Sections Required for Kindergarten/1st Grade

****EXAMPLE** Resolution of Intent to Impose an Increase in Fund Levies**

As an essential part of its budgeting process, the Lewistown Public Schools Board of Trustees is authorized by law to impose levies to support its budget. The Lewistown Public Schools Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2017, using certified taxable valuations from the current school fiscal year as provided to the district:

| Fund Supported | Estimated Change in Revenues* | Estimated Change in Mills* | Estimated Impact, Home of \$100,000* | Estimated Impact, Home of \$200,000* |
|------------------|-------------------------------|----------------------------|--------------------------------------|--------------------------------------|
| Adult Education | \$ increase/decrease | ___ increase/decrease | \$ increase/decrease | \$ increase/decrease |
| Bus Depreciation | \$ increase/decrease | ___ increase/decrease | \$ increase/decrease | \$ increase/decrease |
| Transportation | \$ increase/decrease | ___ increase/decrease | \$ increase/decrease | \$ increase/decrease |
| Tuition | \$ increase/decrease | ___ increase/decrease | \$ increase/decrease | \$ increase/decrease |
| Building Reserve | \$ increase/decrease | ___ increase/decrease | \$ increase/decrease | \$ increase/decrease |
| Total | \$ increase/decrease | ___ increase/decrease | \$ increase/decrease | \$ increase/decrease |

***impacts above are based on** current certified taxable valuations from the current school fiscal year

Regarding the increase in the building reserve levy referenced above, the following are school facility maintenance projects anticipated to be completed at this time:

1. **Example:** Replace boiler in middle school
2. **Example:** Repair roof on the elementary gym
3. **Example:** Install fiber optic cable in district buildings
4. **Example:** Repair water filtering system

Note: Optional additional information: The items listed above this line are mandatory minimums under SB 307. SB 307, however, does not otherwise restrict other supplemental information that may be included in the resolution. A school board is free to incorporate additional explanations, context, information, etc. Examples of additional items a board may want to include might include, for example, the adjusted impact on mills that might occur because of newly taxable property.

PERMISSIVE BUILDING RESERVE LEVY:

Maximum Levy Authority: The school facility maintenance amount is the sum of \$15,000 plus \$100 per budgeted ANB for the prior fiscal year.

Lewistown Elementary School :

$$\text{ANB} = 659 + 187 = 846$$

$$\$15,000 + (846 \times \$100) = \$15,000 + \$84,600 = \$99,600 \text{ (maximum levy authority)}$$

Fergus High School:

$$\text{ANB} = 367$$

$$\$15,000 + (367 \times \$100) = \$15,000 + \$36,700 = \$51,700 \text{ (maximum levy authority)}$$

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

9

☐ Minutes/Claims ☒ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Below is the interest earned and distributed for February 2017:

Elementary \$2,497.76

High School \$1,837.70

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

10

☐ Minutes/Claims ☐ Board of Trustees ☒ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: REPORT—SUPERINTENDENT

Requested By: Superintendent **Prepared By:** Superintendent

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.

- ❖ Staffing Update
- ❖ Legislative Update
- ❖ Parent/Teacher Conferences—Tuesday, March 28, 2017—Evening Only
- ❖ Kindergarten Music Program—Thursday, March 30, 2017—6:00 p.m.—FCPA
- ❖ Prom at FHS—April 1, 2017
- ❖ FHS Skills USA—State Conference—April 3-5, 2017—Havre
- ❖ No School—Spring Break—Friday, April 14, 2017 and Monday, April 17, 2017
- ❖ Home Athletic Games/Meets:
TR—Central MT Invitational—Saturday, April 1, 2017—TBA

SUGGESTED ACTION: Informational

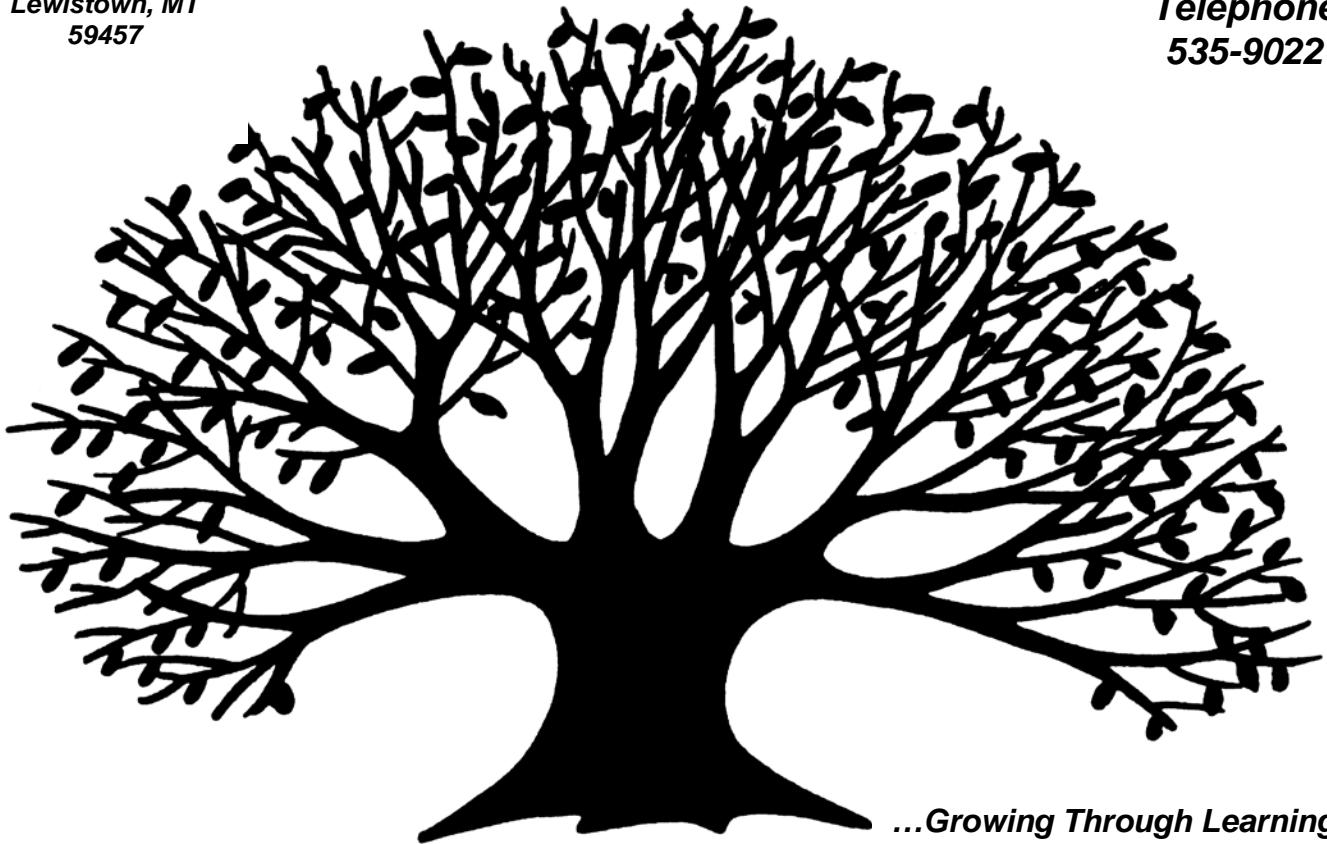
☒ **Additional Information Attached**

ADULT EDUCATION 2017 SPRING SCHEDULE

**Central Montana
Education Center
773 Airport Road
PO Box 1144
Lewistown, MT
59457**

**ADULT EDUCATION REGISTRATION:
BEGINS MONDAY, MARCH 20, AT NOON**

**Telephone
535-9022**



...Growing Through Learning

FIELD TRIP--THE LAST BIG GOLD RUSH *
Enjoy a tour to the old mining town of Kendall, hear the history and see the ongoing mine reclamation. Picnic in Maiden followed by a tour of the gold mining ghost town. Optional ¼ mile walk to Maginnis Stamp Mill built in 1884. Board bus at Fergus High School at 10:00 am. Field Trip leader: Jerry Hanley. Sat, Jun 17, 10 am–3 pm. Fee: \$35. No discounts.

FIELD TRIP - SUMMER FESTIVAL IN FORT BENTON *
Join us for a fun day filled with various activities to welcome summer and celebrate Montana History! A few things to enjoy include visiting the Missouri Breaks Interpretive Center, “Crafts & Fun Things”, Art on the Levee, 2nd US Calvary Encampment, Historic Old Fort Benton, a parade, live entertainment, & food vendors! Sat, June 24th. Board bus at Fergus High School at 8 am & return at 6pm. Fee: \$35. No discounts.

WEED CONTROL FOR RESIDENTIAL AND SMALL PROPERTIES
Learn modern weed control methods for residential properties or properties of 20 acres or less. Receive information dealing with current issues of weed control. Instructor: Brady Cannon. Weed District Building on Armory Road. Thursday, April 27, 6-9 pm. Fee: \$20.

RAISING YOUR VEGETABLE GARDEN IN POTS *
Conquer the elements by having a moveable garden! You don't need a garden plot to grow your own vegetables—do it at your doorstep in pots! Plant your veggies and herbs in class! Instructor: Pam Zerr. Tues, May 16, 6:30-8:30 pm. Krings Greenhouse. Fee: \$20 + supplies. No discounts.

FAIRY HOUSES MADE WITH HYPERTUFA *
Would you like to give your garden a different look? Fairy or cottage houses made from Hypertufa, or tufa, are perfect for any miniature garden. They can be embellished to be glitzy and glamorous, painted, or displayed just as they are. You will learn how to make the mold for your house, & fill using the tufa mixture. Instructor: Bertie Brown. Mons, 2 wks, May 1 & 8, 6-8 pm. CMEC Shop. Fee: \$25 + supplies. No discounts.

DO IT YOURSELF FAIRY GARDENS/ MINIATURE GARDENS *
Everything in miniature! Learn how to build your own miniature garden. Whether your garden features woodland fairies, or miniature farm families, your garden will bloom with creativity and beauty. Become part of this popular trend by learning the basics of the miniature garden! Instructor: Pam Zerr. Tues, May 23, 6:30-8:30 pm. Krings Greenhouse. Fee: \$20 + supplies. No discounts.

DO IT YOURSELF DECK POTS & HANGING BASKETS *
You will do your own planting at the greenhouse & learn tips for making beautiful hanging baskets & deck pots. Cost of materials will vary, depending on project choice. Krings Greenhouse. Fee: \$20 + supplies. No discounts.
CHOOSE ONE: (1) Tue, May 30, 6:30-8:30 pm (2) Tue, Jun 6, 6:30-8:30pm

EAT CLEAN
Learn the basics of clean eating which is choosing foods in their most natural state, avoiding processed ingredients, understanding portion sizes, & trying to make healthy choices consistently. Instructor: Carlee Knox. 2 wks, Thurs, Apr 6 & 20, 7-8 pm. CMEC Rm 2. Fee: \$20.

RUNNER’S YOGA
This workshop is for all levels of fitness for runners (and power-walkers). It will focus on flexibility, fitness, and mental focus. Use postures for post-runs, cross training, cool down or wind down time, and injury prevention. As an avid runner, a series of yoga postures will be taught which can be used with any runners’ training schedule to lengthen and improve flexibility or make weak areas stronger. Instructor: Loraine Day. Sat, 2 wks, May 6 & 13, 8:30-9:40 am. L-Fit. Fee: \$25.

INTRODUCTION TO HULA WORKSHOP
Come learn hula basics through dance, for fitness and fun! Learn basic steps to incorporate into any hula dance. In addition, learn a full choreographed dance routine to music! Instructor: Maclaine Day. Thurs, May 18, 7-8:15pm. L-Fit building. Fee: \$20.

BASIC YOGA FOR EVERYBODY
Basic yoga workshop designed to show the many benefits that yoga offers. Combining gentle and restorative yoga, it is practical for new or returning students. Learn basic postures and poses and discover a new way of fitness. This class will make you more flexible, strong, calm, balanced, and centered. Instructor: Loraine Day. Thurs, 2 wks, May 18 & 25, 5:30-6:40 pm. L-Fit, Fee: \$25.

THE ChiRUNNING & ChiWALKING TECHNIQUE
Combines the inner focus and flow of T'ai Chi to improve balance, strength & cognition. Revolutionary movement technique reduces pain & increases joy, focus & mental clarity. Teaches correct posture, body sensing techniques, as well as energy conservation & relaxation skills. Instructor: Melissa Descheemaeker. Sat, June 3, 9:00 am-1:00 pm. FHS Track. Fee: \$30.

BUS TRIPS--ALBERTA BAIR THEATER * SIGN UP NOW!
Fee includes coach bus ride to Billings and theater ticket. Prime seats on main floor. You pay for your meal of choice at a pre-arranged restaurant.
No discounts on theater trips.

ARTRAGEOUS Imagine an artist creating a masterpiece before your eyes in mere moments. With a paint palette that also mixes captivating vocals, intricate choreography and exciting audience interaction, Artrageous takes you on a unique visual journey packed with wild inspiration, creativity, and fun! The *Artrageous* troupe of artists, musicians, singers, and dancers pay tribute to a variety of art forms, pop icons, and musical genres culminating in a gallery of fabulous finished paintings. The result? A one of a kind crossover experience! Board the bus at Fergus High school at 2:30 pm, show time at 7:30pm, Thursday, May 18. Fee: \$60. **Must register and pay by Tues, April 18 at noon.**

BASIC DOG OBEDIENCE *
Course for beginning dogs, six months or older. Teaches the foundation commands for a well-behaved companion. Require proof of current rabies & distemper/ parvo vaccines at first class. Instructor: Cheryl Bannes. Weds, 3 wks, Apr 5-Apr 19, 7-8:15 pm. LJHS gym. Fee: \$35. No discounts.

DOG OBEDIENCE 1-DAY REFRESHER *
For dogs that have taken basic obedience class. Review the basic commands while taking the dogs through the basic obedience exercises and answer questions about dog behavior. Require proof of current rabies & distemper/parvo vaccines at first class. Instructor: Cheryl Bannes. Wed, Apr 26, 7-8:30 pm. LJHS Gym. Fee \$20. No discounts.

WALTZ & COUNTRY SWING
The waltz has been used in country western music as far back as you can trace music. The only 3/4 time dance makes it a must for everyone. Kick up your heels and enjoy the faster-paced Country Swing. For every level of dancer! Instructor: Sherry Bishop. Suns, 5 wks, Apr 23–May 21, 1-2:30 pm. Garfield gym. Fee: \$40. No discounts.

BEGINNING GOLF *
For the person with little or no experience, this course will cover the fundamentals of the game and provide knowledge to get you started on the golf course. Practice balls and equipment provided. Instructor: Keithon Walter. Pine Meadows driving range. Thurs, 3 wks, May 18-Jun 1, 6-7:30 pm. Fee: \$65. No discounts.

SKETCH AS SKETCH CAN - MUST REGISTER BY APRIL 17 *
Sharpen your drawing skills and open up the world around you by learning to sketch. Sketches are deliberate, quick, small studies of interesting objects. Topics will include sketching buildings, nature, & people. Instructor: Clint Loomis. Clint Loomis Studio. Suns, 2 wks, Apr 23 & 30, 2:00-4:00 pm. Fee: \$50 includes supplies. No discounts.

DO IT YOURSELF T-SHIRT PILLOW WORKSHOP *
Use a favorite t-shirt to create a treasured gift for a graduate, friend, or in memory of a loved one. Bring your t-shirt and sewing machine and join us in learning how to cut, stabilize, and stitch a gift that holds dear memories. Principles of this class can be applied towards making a t-shirt quilt. Instructor: Tammy Eckhardt. Tues, Apr 11, 6-8:30 pm. Sew Pieceful Quilt Shop, 214 W Main. Fee: \$25 + supplies. No discounts.

CREATIVE WRITING – EXPANDING YOUR STORY & CHARACTERS
Discover how to write a compelling story with equally compelling characters. Explore basic elements of fiction writing, tips on lengthening your stories while keeping the reader hooked, and creating stronger characters that connect to your reader. Instructor: Mycheille Norvell. Tues, 3 wks, Apr 11-25, 6:30-8:30 pm. FHS Library. Fee: \$40.

INTRODUCTION TO GRANT WRITING **Sign Up Now!**
Grant writers use clear, specific language to focus the reader’s attention & to persuade the reader to fund their proposal. The writing process can become easier with practice & awareness of a few common missteps. Start by identifying need, & focus through the basic process for success. Instructor: LaVonne Limpus. Mon & Wed, Mar 20-22, 6-8 pm. CMEC rm 2. Fee: \$30

KITCHEN AND BATH DESIGN WORKSHOP **Sign Up Now!**
As Montana’s only luxury custom kitchen and bath design specialist with nearly 40 years’ experience, Jeana will walk you through the steps of remodeling or designing your new kitchen and bathroom. Save time and money and avoid costly mistakes by attending this top-rated seminar. Instructor: Jeana Morrison-Noel. www.BellaCucinaWest.com/about. Sat, March 25. CMEC rm 2. Fee: \$30 for each class or \$50 for both.
Kitchen Design: 9-12 pm **Bath Design:** 1:30-4:30 pm

CROWD-PLEASING COOKIE BARS * Recipes & Taste-Testing!
From simple recipes to the more complex, we will explore the wonderful world of cookie bars. A must for potlucks and family get-togethers, everyone loves these little slices of heaven. Instructor: Pam Brurud. Thurs, Apr 20, 6:30-8:30 pm. FHS rm 117. Fee: \$20.

DUTCH OVEN COOKING * Meal served & recipes shared!
Hands-on workshop will use Dutch oven for preparing main dishes, bread, desserts & more! Great for campers, hunters & backyard barbecues! Instructors: Bertie Brown & Phyllis Smith. Wed, May 17, 6-8 pm. CMEC Shop. Fee: \$25. No discounts.

FIRST AID / ADULT, INFANT & CHILD CPR *
A certified American Heart Association course with hands-on learning of life-saving techniques, choking & rescue breathing & practical first aid. Instructors: CMMC Occupational Health Services. No discounts.
First Aid/ Heartsaver CPR Combo classes—9:00am-4:00pm
All Combo classes are \$60 plus the \$15 book. Choose one date:
Saturday, April 8th or Saturday, May 13th
(Inquire about taking CPR or First Aid only)

TESTING & TUTORING CENTER
*High School Equivalency Diploma – HiSET
*College Placement Exams: AccuPlacer & MUSWA
*Proctoring exams for online college courses
Fees vary. Please inquire by calling the CMEC at 535-9022.

*** Limited Enrollment**
ROOM LOCATION KEY: FHS = Fergus High School
LJHS = Lewistown Junior High School
CMEC = Cent MT Ed Center, Airport Road



ADULT EDUCATION

2017 SPRING SCHEDULE

REGISTRATION:

Registration begins Monday, March 20, 12:00 noon - 5:00 p.m. and continues throughout the spring quarter. Registration will remain open until each class is filled. Participants may phone in to register for classes and fees may be mailed in, if necessary. No registration will be accepted prior to 12:00 noon, March 20. These classes are for adults, 16 years of age and older; please inquire as some exceptions may apply.

FEES:

Tuition is due at registration. Make checks payable to CMEC (Central Montana Education Center). Fees may be mailed to Central Montana Education Center, PO Box 1144, Lewistown, MT 59457. In some cases there are additional fees for supplies.

SENIOR CITIZENS:

Half-price discounts are available to those persons 65 years and over, unless otherwise noted. This discount does not include supply costs.

REFUNDS:

*Anyone wishing to withdraw from a course must notify the Central Montana Education Center, 535-9022, (not your instructor) **no later than 24 hours** prior to the first class meeting. Leave a message on the answering machine after office hours. Refund of fees are as follows: 100% of fee 24 hours prior to first class meeting
50% of fee if canceled the day class begins or prior to second class meeting
No refund of fee after second class meeting*

ANY COURSES THAT ARE CANCELED BY THIS OFFICE WILL BE REFUNDED IN FULL.

Minimum enrollment is required for a course to be held, and the Central Montana Education Center may find it necessary to cancel a course. Those registered will be notified.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

11

☐ 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:** _____

SUMMARY:

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

SUGGESTED ACTION:

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

12

☒ **Minutes/Claims** ☐ **Board of Trustees** ☐ **Superintendent's Report**

☐ **Action – Consent**

☐ **Action – Indiv.**

ITEM TITLE: MINUTES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the February 13, 2017, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ **Additional Information Attached**

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457**

MONDAY, February 13, 2017

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, Troy Kelsey (6:22pm)

TRUSTEES ABSENT:

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Chris Hildebrant—LEA President, Bobbie Atchison, Randy Barber

OTHERS PRESENT:

Doreen Heintz – Lewistown News Argus, Joe Zahler – KXLO Radio, and other interested parties. Emily Eckhardt – Student Rep to the Board (6:15pm)

2. PLEDGE OF ALLEGIANCE

BOARD OF TRUSTEES

3. Report—Student Representative (6:18pm)

Emily Eckhardt, Student Representative to the Board, reported on upcoming activities at Fergus High School and her goals for the upcoming year.

4. Report—Committees of the Board

There were no committee reports.

5. Calendar Items, Concerns, Correspondence, Etc.

The Superintendent search was discussed. The closing date for the position is Friday, February 24th. The applicant screening will tentatively take place on 3/8/17 and interviews will take place on 3/20/17 and 3/21/17.

6. Report—Election

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2017 School Election Calendar and advised them of the Trustee seats that will be up for election in 2017 – Kris Birdwell, Shelley Poss, and Troy Kelsey. The Board agreed that a polling place election be held.

7. Report—Budget

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the budget outlook for 2017-2018 school year.

8. Report—Investment(6:16pm)

Interest earned and distributed for January 2017, was reported with \$2,287.51 in the elementary funds and \$1,654.05 in the high school funds for a total of \$3941.56.

9. Report—Superintendent (6:24pm)

Superintendent Butcher reported that GoogleFest was a success. Superintendent Butcher also reported on two major bills being considered in Legislature (HB191 and HB253). The Day of Advocacy in Helena will be taking place on 3/13/17. As a result of the Day of Advocacy and Superintendent Interviews, the March Board Meeting will be moved to Wednesday, March 22, 2017. Superintendent Butcher also updated the Board on staffing and events taking place throughout the District.

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

11. Minutes of the January 9, 2017, Regular Board Meeting – Approved Unanimously (Birdwell/Poss)
12. Minutes of the January 18, 2017, Special Board Meeting – Approved Unanimously (Thompson/Bailey)

APPROVAL OF CLAIMS

13. Claims – The claims referenced in the 2016-2017 Bill Schedule and submitted through February 10, 2017, were approved unanimously (Weeden/Bailey). The Finance Committee for January – March 2017 is Board Chair Phillip Koterba, CJ Bailey, Troy Kelsey, Kris Birdwell.

INDIVIDUAL ITEMS

14. Approve First Semester Claim for Individual Contract Bus Reimbursement – Approved Unanimously (Birdwell/Poss)
15. Approve First Semester Elementary & High School Claims for Bus Reimbursement – Approved Unanimously (Bailey/Kelsey)
16. Approve Awarding Bid for the Replacement of Windows at the Junior High School to Birdwell Builders – Approved (Bailey/Weeden) 6 – For and 1 – Abstain (Kris Birdwell)
17. Approve Trustee Resolution Calling for an Election – Approved Unanimously (Bailey/Thompson)
18. Approve Proposed Addendum to Collective Bargaining Agreement – Approved Unanimously (Weeden/Bailey)
19. Approve Additions to the Substitute List for the 2016-2017 School Year – Approved Unanimously (Poss/Bailey)
20. Approve Personnel Report – See Exhibit A – Approved (Kelsey/Weeden) 6 – For and 1 – Abstain (Kris Birdwell)

21.

ADJOURNMENT

The meeting was adjourned at 6:52 p.m (Bailey). The next regular meeting will be held at 6:00 p.m. on Wednesday, March 22, 2017, at the Lincoln Board Room.

PHILLIP R. KOTERBA
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

13

☒ Minutes/Claims ☐ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: MINUTES

Requested By: Board of Trustees Prepared By: Rebekah Rhoades

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the March 8, 2017 Special Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ Additional Information Attached

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

Wednesday, March 8, 2017

SPECIAL BOARD MEETING

CALL TO ORDER (6:00 P.M.)

1. ROLL CALL

TRUSTEES PRESENT:

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

TRUSTEES ABSENT:

Troy Kelsey

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk
Rebekah Rhoades, Chris Hildebrant, Randy Barber, Tim Majerus, Jeff
Friesen, Matt Ventresca, Scott Dubbs, Bobbie Atchison, Danny
Wirtzberger

OTHERS PRESENT:

Joe Zahler – KXLO Radio, Doreen Heintz – News Argus, Steve Meloy –
MTSBA, Kendra Mihlfeld

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

PUBLIC PARTICIPATION

3. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO
ADDRESS THE BOARD

Kendra Mihlfeld from the Mentoring Program invited all Trustees to
their meeting on Monday, March 13, 2017. She also shared with the
Trustees information regarding her expectations of the standards for the
new Superintendent.

ACTION ITEMS

INDIVIDUAL ITEMS

4. REJECT AWARDED BIDS FOR REPAIRS TO THE FERGUS HIGH
SCHOOL ROOF LOCATED AT 1001 CASINO CREEK DRIVE – approved
unanimously (Bailey/Weeden).
5. APPROVE CALL FOR BIDS FOR REPAIRS TO THE ROOF OF THE FERGUS
HIGH SCHOOL BUILDING LOCATED AT 1001 CASINO CREEK DRIVE –
approved unanimously (Birdwell/Poss).

BOARD OF TRUSTEES

6. APPLICATION SCREENING—SUPERINTENDENT CANDIDATE

Steve Meloy explained the process for selection of applicants for interviews. The following applicants were selected for interviews, pending the results of background check: Thad Kaiser, Dan Schmidt, and Thom Peck. Glen Szymoniak will be an alternate.

ADJOURNMENT

The meeting was adjourned at 7:21 p.m. (Bailey – unanimous).

PHILLIP R. KOTERBA
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

14

☒ Minutes/Claims ☐ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: CLAIMS

Requested By: Board of Trustees Prepared By: LuAnn Schrauth

SUMMARY:

Approve claims paid through March 10, 2017, as approved by the Finance Committee.

Members of the Finance Committee for January-March 2017 include: Board Chair Phil Koterba, CJ Bailey, Kris Birdwell, and Troy Kelsey.

*****Need to select new Finance Committee members for April - June 2017*****

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

3/22/2017

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

SUMMARY:

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

| | | |
|-----------------------|-------------------------------------|------------------------------------|
| Cripps, Amber | 5 th Grade Lewis & Clark | District of Residence: Grass Range |
| Cripps, Logan & Lucas | 2 nd Grade Highland Park | District of Residence: Grass |
| Range | | |
| 4052 Box Elder Lane | | |
| Grass Range, MT 59032 | | |

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:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

16

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

ITEM TITLE: APPROVE HIRING RECOMMENDATION FOR THE SUPERINTENDENT POSITION

Requested By: Board of Trustees **Prepared By:** _____

SUMMARY:

The Board of Trustees needs to approve the hiring recommendation of the candidate selected for the Superintendent position. There may not be any action necessary if a decision is made during the Special Board Meeting on Monday, March 20, 2017 after the interviews take place.

SUGGESTED ACTION: Approve Hiring Recommendation for the Superintendent Position

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

17

☐ Minutes/Claims ☒ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: SET ELEMENTARY DISTRICT NUMBER ONE LEVY AMOUNT

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

ELEMENTARY GENERAL FUND LEVY

SHALL THE DISTRICT BE AUTHORIZED TO IMPOSE AN INCREASE IN LOCAL TAXES TO SUPPORT THE GENERAL FUND IN THE AMOUNT OF \$68,606.20* WHICH IS APPROXIMATELY 5.54* MILLS FOR THE PURPOSE OF MAINTAINING AND OPERATING THE SCHOOL DISTRICT? PASSAGE OF THIS PROPOSAL WILL INCREASE THE TAXES ON A HOME WITH A MARKET VALUE OF \$100,000 BY APPROXIMATELY \$7.48* AND ON A HOME WITH A MARKET VALUE OF \$200,000 BY APPROXIMATELY \$14.96*. THE DURATIONAL LIMIT OF THE LEVY IS PERMANENT ONCE APPROVED BY THE VOTERS, ASSUMING THE DISTRICT LEVIES THAT AMOUNT AT LEAST ONCE IN THE NEXT FIVE YEARS.

☐ FOR the additional levy.

☐ AGAINST the additional levy.

*Maximum amounts. The Board may elect to request any amount up to this maximum.

SUGGESTED ACTION: Set Elementary District Number One Levy Election

☒ **Additional Information Attached**

NOTES:

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

MEMO

TO: Board of Trustees

FROM: Rebekah Rhoades, Business Manager

DATE: March 16, 2017

SUBJECT: SETTING GENERAL FUND LEVY AMOUNT

Setting the General Fund Levy is complicated by the fact that the legislature is in session and has not fully decided on how school funding will work for the coming biennium. Nonetheless, the Board has three options to consider when selecting an amount for which to request taxpayer approval:

1. Cancel the election. The Board may cancel the levy election by setting the additional request amount at \$0.
2. Request the maximum amount allowed under current law. Under current law, the Board may request up to \$68,606.20 in the Elementary District. The High School is not able to run a levy this year, as it is already at its maximum levy authority.

The benefit of requesting the maximum amount under current law is that it would maximize the District's spending authority next year and in the future. If approved, the District would have permanent access to those funds on an annual basis. Should the legislature increase state funding to schools and decrease the maximum amount for which we can approach our voters, we simply would levy up to the maximum allowed by law.

3. Request a lesser amount at the Board's discretion. With the legislature in session the Board may choose to anticipate additional state funding going into education and select a lower levy amount.

Benefits of this option include a lower request, which could increase the chance of voter approval. The drawbacks are that the District's spending authority would be restricted if the legislature doesn't increase school funding. This Legislative session, schools are not anticipating any additional funding being approved.

In an effort to minimize the District's budget shortfalls, administration recommends the Board pursue the maximum levy available under current law in the Elementary School District. Please note that the District faces a funding shortfall even if the levy passes.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

18

☐ Minutes/Claims ☒ Board of Trustees ☐ Superintendent's Report ☐ Action – Consent
☐ Action – Indiv.

ITEM TITLE: APPROVE MULTI-DISTRICT AGREEMENT FOR TECHNOLOGY SERVICES

Requested By: Board of Trustees **Prepared By:** Jason Butcher

SUMMARY:

For the past several years, several Central Montana School Districts have been participating in a Technology Cooperative. Based in Lewistown, our Cooperative offers technology services to area school districts. Participation in the Cooperative is voluntary. Districts that choose to participate pay a fixed amount per ANB to the Lewistown School District to finance the Cooperative's activities.

The MTSBA-approved agreement is attached for the Board's review and approval. Once the Lewistown Board approves the document, original agreements will be distributed to each participating district for their counter-approval.

SUGGESTED ACTION: Approve Multi-District Agreement for Technology Services

☒ Additional Information Attached

NOTES:

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

Multidistrict Agreement

This Multidistrict Agreement (hereinafter "Agreement") is entered into this ____ day of _____, 20____ by and between Lewistown Elementary, Fergus High School, Grass Range Elementary, Grass Range High School, Harlowton Elementary School, Harlowton High School, Ayers Elementary, Roy K-12 Schools, Winifred K-12 Schools, Moore Elementary, Moore High School, Deerfield Elementary, Spring Creek Colony Elementary, King Colony Elementary, Hobson K-12 Schools, Judith Gap Elementary, Judith Gap High School, Stanford K-12 Schools, and the Central Montana Learning Resource Center Cooperative (collectively hereinafter "Districts").

WHEREAS, pursuant to section 20-3-363, MCA, the boards of trustees of any two or more school districts may enter into an Multidistrict Agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the Participating Districts and to provide for the joint funding and operation and maintenance of all Participating Districts upon the terms and conditions as may be mutually agreed to by the districts subject to the conditions of section 20-3-363, MCA;

WHEREAS, an Agreement made pursuant to section 20-3-363, MCA, must be approved by the board of trustees of all Participating Districts;

WHEREAS, all expenditures in support of the Multidistrict Agreement may be made from the interlocal cooperative fund in accordance with sections 20-9-703 and 20-9-704, MCA. Each Participating District of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the general fund, any budgeted fund, or any non-budgeted fund of the Participating Districts, except as limited/prohibited law as follows:

1. transfers to the interlocal cooperative fund from each Participating District's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund;
2. transfers from the retirement fund, the debt service fund or the compensated absence liability fund are prohibited; and
3. transfers may not be made with funds restricted by federal law unless such transfer is in compliance with any restrictions or conditions imposed by federal law.

WHEREAS, in accordance with section 20-9-703, MCA, Fergus High School shall be designated as the prime agency. All other Participating Districts shall be designated as cooperating agencies;

WHEREAS, expenditures from the interlocal cooperative fund are limited to those expenditures that are permitted by law and that are within the final budget for the budgeted fund from which the transfer was made.

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of providing technology services (Refer to Attachment 'A' for a description of services) for the participating Districts;
2. To create an interlocal cooperative fund for the purpose of transferring funds from the Participating Districts for the purpose(s) stated herein;
3. Fergus High School is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this interlocal cooperative agreement.
4. All other Participating Districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this Agreement to the prime agency by district warrant.
5. Any and all amounts transferred into the interlocal cooperative fund by any Participating District may come from: (a) the respective district's general fund in an amount not to exceed the direct state aid in support of the respective school district's general fund; or (b) any other budgeted fund of a participating district, except that funds cannot be transferred from the retirement fund or the debt service fund; or (c) any nonbudgeted fund of a Participating District, except that funds cannot be transferred from the compensated absence liability fund.
6. Transfers may not be made with funds restricted by federal law unless the transfer is in compliant with any restrictions or conditions imposed by federal law.
7. Any and all amounts transferred into the interlocal cooperative fund by each Participating District must be for the purpose stated herein as mutually agreed upon between the Participating Districts in accordance with the terms of this Agreement.
8. The term of this Agreement shall be from July 1, 2017 to June 30, 2018. This Agreement may be extended by mutual approval of each Participating District. However, the term of the Agreement may not extend beyond 3 years. Any remaining fund balance in the interlocal cooperative fund at year end may be carried over to the subsequent fiscal year.
9. The terms of this Agreement may be changed upon mutual written approval of the Participating Districts.
10. Each Participating District shall agree how the funds shall be disbursed during the current fiscal year by establishing a budget or guidelines. The prime agency shall adhere to this Agreement.
11. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon 180 days written notice to all Participating Districts. In addition,

any Participating District may terminate its participation in the multi-district cooperative upon 90 days written notice to all Participating Districts. In the event that the multidistrict cooperative is dissolved in its entirety or any Participating District terminates its participation in the multidistrict cooperative, the provisions of Paragraph 13 below shall apply.

12. Upon termination of this Agreement by one or all Participating Districts, the funds of the district or districts that no longer desire to participate in this multidistrict cooperative shall be returned to such District(s) on a pro rata share of the current funds held by the prime agency after all outstanding financial obligations have been paid with said funds to revert back to the original fund(s) from which the money was transferred as a result of said District(s) participation in the multidistrict cooperative.
13. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.
14. This Agreement must be approved by the participating schools Board of Trustees by April 1, 2017.

As agreed on this _____ day of _____, 20____

Fergus High School (LE0259)
Prime Agency

Lewistown Elementary (LE0258)
Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

ATTACHMENT 'A'

Below is a list of the services provided by Lewistown Public Schools Technology Support Staff.

ISP Management: Lewistown Public Schools tech support will research and make recommendations on the ISP (Internet Service Provider) the schools should use along with the amount of bandwidth they should be provided with. LPS will provide support and be a contact with the ISP to implement, support, and service the internet connections needed for the school.

Network Management: Lewistown Public Schools Tech Support will research and recommend the network equipment to include, but not limited to Switches, Routers, Firewalls, wireless, and content filtering the school should purchase. LPS will provide service to setup, install, implement, and support all network equipment and internal network connections within the school.

Server Management: Lewistown Public Schools Tech Support will research and make recommendations for the servers and storage equipment the school should purchase. LPS will provide support for configuring, installing, implementing, and maintaining the server and backup environment for the school.

Computer and device management: Lewistown Public Schools Tech Support will work with the school tech contact and other individuals to make recommendations on computers and other devices the school will use in its classroom and education environment. We will configure, install, implement, and maintain those devices recommended to ensure the best possible connectivity and usability.

Websites: Websites are to be managed by the individual school districts. Lewistown Public Schools will assist in maintaining websites *only as time permits*. Websites are low priority in the scope of this Agreement and will be handled in such manner.

In addition to the above listed, Lewistown Public Schools Tech Support will work with the school and provide a Tech Support Plan to ensure that future needs are met. Plans will be provided to design and implement the network through network equipment, cabling, and configurations. The goal is to look to future needs that will have to be met in order for the school to be functioning at a high level and provide a Plan to meet those needs.

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As agreed on this _____ day of _____, 20____

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Prime Agency

Fergus High School (LE0259)
Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

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LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/22/2017

Agenda Item No.

19

☐ 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

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

☒ Additional Information Attached

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Wednesday, March 22, 2017

| EMPLOYEE NAME | POSITION | LOCATION | RECOMMENDED ACTION | EFFECTIVE DATE | RECOMMENDED BY | COMMENTS |
|---|-------------------------------|--------------------|---|-----------------------|-----------------------|-------------------------|
| ARNTZEN, Krista | Kindergarten Resource Teacher | Garfield | Accept Letter of Resignation. | 5/31/2017 | | See attached letter. |
| BASZCZUK, Becky | Bus Driver | Transportation | Accept Letter of Resignation. | 3/10/2017 | Steve Klippenes | See attached letter. |
| FISCUS, Zabrea | Paraprofessional | Junior High School | Approve appointment on schedule---PARA Step 0 for up to 5 hours per day for 66 days or until student no longer needs services | 2/27/2017 | Tim Majerus | Replacing Sam Phillips |
| FRANCIS, Chad | Bus Driver | Transportation | Approve appointment on schedule---up to 5 hours per day for up to 63 days | 3/1/2017 | Steve Klippenes | Replacing Jim Pearson |
| GRUENER, Stephen JENSEN, Wendy | Volunteer Tennis Coaches | Fergus High School | Approve appointment on a volunteer basis | 3/22/2017 | Jim Daniels | See attached memo. |
| HAMLING, Mike | Volunteer Track Coach | Fergus High School | Approve appointment on a volunteer basis | 3/22/2017 | Jim Daniels | See attached memo. |
| KUCERA, Susan | School Food Service | Highland Park | Accept Letter of Resignation. | 3/17/2017 | | See attached letter. |
| Perry-Walker Paula | Instructor Testing & Tutoring | CMEC | Accept Letter of Resignation. | 5/11/2017 | | See attached letter. |
| SMITH, Kristina | English Teacher | Junior High School | Approve appointment on schedule---BA Step 4 (Actual Step 0) 1.0 FTE | 3/22/2017 | Tim Majerus | Replacing Candice Dunn |
| TOMBARGE, Jodi | Bus Driver | Transportation | Approve appointment on schedule---up to 4 hours per day for up to 55 days | 3/13/2017 | Steve Klippenes | Replacing Becky Baszcuk |
| WIRTZBERGER, Danny | Volunteer Softball Coach | Fergus High School | Approve appointment on a volunteer basis | 3/22/2017 | Jim Daniels | See attached memo. |
| | | | | | | |
| | | | | | | |

March 2, 2017

Lewistown Public Schools

215 7th Avenue South

Lewistown, MT 59457

Attention: Mr. Lewis, Mr. Butcher and Lewistown School Board of Trustees

Dear Mr. Lewis,

I am currently on staff as a Kindergarten Resource teacher at Garfield Elementary. I regret to inform you that I am resigning from my position and will not be returning to teach this next 2017-2018 school year. I plan on moving outside the school district and inquire another teaching position. It has been a wonderful experience to teach here for three years, many wonderful memories have been made and the teaching community has been very kind to me while teaching in Lewistown. Thank you for the support and opportunities that the district has provided in my time at both Highland Park and Garfield Elementary educating the students at multiple grades and developmental ages.

This was not an easy decision to make; I feel it is the best time for me to exit the school district and pursue another career opportunity in Winifred, MT.

Sincerely,

Krista M. Arntzen

To: Steve K,

This is very difficult for me since I've had a great 10 years of work with you. Its time for me to start something new. Feb 13, 2017 I'm turning in my resignation. My last day will be march 10, 2017.

Sincerely

Becky Baszek



Jennifer Peterson <jennifer.peterson@lewistown.k12.mt.us>

volunteer coaches

1 message

Jim Daniels <jdaniels@lewistown.k12.mt.us>
To: Jennifer Peterson <jennifer.peterson@lewistown.k12.mt.us>
Cc: Jeff Friesen <jfriesen@lewistown.k12.mt.us>

Wed, Mar 8, 2017 at 2:22 PM

Jennifer,
This is what I have for now for volunteer coaches for this spring:

Softball: Danny Wirtzberger

Tennis: Stephen Gruener
Wendy Jensen

Track: Mike Hamling

Will let you know asap if we have any others.....

Have we started to advertise for the GBB Head Coach, someone told me they haven't seen it yet?

Have a great day!
Jim

Lewistown School District
School Lunch Service

February 24, 2017

With sincere regret, I must submit this letter of resignation of my position with the school lunch program. I find that I must spend more time with my family due to some increasing health problems. I would also like to have it effective on or before March 17. Hopefully this will be enough time to get a replacement for this position.

I have thoroughly enjoyed my time at Highland Park and with all the children there. It has been so much fun getting to know those little ones.

I would also like to be considered for the substitute positions as they are not as demanding and are on a will call basis. I could serve breakfasts anytime.

Thank you for allowing me to serve lunch at Highland Park.



Susan Kucera

Central Montana Education Center

P. O. Box 1144, 773 Airport Road, Lewistown, Montana 59457

Telephone 406-535-9022/Fax 406-535-5578

March 14, 2017

Lewistown Public Schools
Attn: Diane Oldenburg

Dear Diane and Lewistown School Board of Trustees,

The purpose of this letter is to serve notice of my resignation from Lewistown Public Schools. I want to thank you personally for the opportunity to serve as an adult educator and teach in the communities of Roundup and Lewistown for the past ten years. My last day of employment will be May 11, 2017. Once again, thank you for an outstanding ten years with you and the Lewistown Public Schools.

Sincerely,

Paula Perry-Walker, Instructor
Lewistown Testing and Tutoring Center

School District #1 Mission Statement:

Excellence Today, Success Tomorrow

Core Values of the Lewistown Public Schools:

1. **High Standards:** Lewistown Public Schools upholds high standards and expectations for the Board, staff and students of the District. We strive to provide challenging curriculum taught by innovative leaders in the field of education, utilizing research-based curriculum and implementing best practices.
2. **Student-Centered:** The motivation for everything we do is based upon what is right and best for the children of our community. We ensure the development, well-being and education of students through a variety of academic and extracurricular activities. We assist students in overcoming challenges and help them celebrate their successes, all as part of a plan to maximize the potential of each student.
3. **Effective and Efficient Practices:** Lewistown Public Schools is committed to effective and efficient stewardship of our resources.
4. **Accountability:** Lewistown Public Schools is accountable for all that we do from fiscal management to the performance of students, staff, administration and the Board.
5. **Community Support:** Lewistown Public Schools understands that community support is vital, earned and continually renewed through consistent dedication to quality service. We believe the key to success is found through mutual engagement of the community and the schools, effective interaction between parents, students, staff, administrators, trustees and all elements of the Lewistown Community. We value the trust the community has invested in our public schools and we strive to earn and maintain that trust.
6. **Communication:** Lewistown Public Schools values effective and open communication with parents, students, staff, trustees and the community.

**LEWISTOWN PUBLIC SCHOOLS
2016-2017 SCHOOL CALENDAR**

A. Pupil Instruction

First Semester **90 Days** **Second Semester** **89 Days**

| FIRST QUARTER | | | | DAYS |
|----------------------|------|------------|----|-------------|
| First Week | Aug | 25 -- Aug | 26 | 2 |
| Second Week | Aug | 29 -- Sept | 2 | 5 |
| Third Week | Sept | 6 -- Sept | 9 | 4 |
| Fourth Week | Sept | 12 -- Sept | 16 | 5 |
| Fifth Week | Sept | 19 -- Sept | 23 | 5 |
| Sixth Week | Sept | 26 -- Sept | 30 | 5 |
| Seventh Week | Oct | 3 -- Oct | 7 | 5 |
| Eighth Week | Oct | 10 -- Oct | 14 | 5 |
| Ninth Week | Oct | 17 -- Oct | 19 | 3 |
| Tenth Week | Oct | 24 -- Oct | 28 | 5 |
| | | | | 44 |

| THIRD QUARTER | | | | DAYS |
|----------------------|-----|-----------|----|-------------|
| First Week | Jan | 23 -- Jan | 27 | 5 |
| Second Week | Jan | 30 -- Feb | 3 | 5 |
| Third Week | Feb | 6 -- Feb | 10 | 5 |
| Fourth Week | Feb | 13 -- Feb | 17 | 5 |
| Fifth Week | Feb | 20 -- Feb | 23 | 4 |
| Sixth Week | Feb | 27 -- Mar | 3 | 5 |
| Seventh Week | Mar | 6 -- Mar | 10 | 5 |
| Eighth Week | Mar | 13 -- Mar | 17 | 5 |
| Ninth Week | Mar | 20 -- Mar | 24 | 5 |
| | | | | 44 |

| SECOND QUARTER | | | | DAYS |
|-----------------------|-----|-----------|----|-------------|
| First Week | Oct | 31 -- Nov | 2 | 3 |
| Second Week | Nov | 7 -- Nov | 11 | 5 |
| Third Week | Nov | 14 -- Nov | 18 | 5 |
| Fourth Week | Nov | 21 -- Nov | 22 | 2 |
| Fifth Week | Nov | 28 -- Dec | 2 | 5 |
| Sixth Week | Dec | 5 -- Dec | 9 | 5 |
| Seventh Week | Dec | 12 -- Dec | 16 | 5 |
| Eighth Week | Dec | 19 -- Dec | 21 | 3 |
| Ninth Week | Jan | 3 -- Jan | 6 | 4 |
| Tenth Week | Jan | 9 -- Jan | 13 | 5 |
| Eleventh Week | Jan | 17 -- Jan | 20 | 4 |
| | | | | 46 |

| FOURTH QUARTER | | | | DAYS |
|-----------------------|-----|-----------|----|-------------|
| First Week | Mar | 27 -- Mar | 31 | 5 |
| Second Week | Apr | 3 -- Apr | 7 | 5 |
| Third Week | Apr | 10 -- Apr | 13 | 4 |
| Fourth Week | Apr | 18 -- Apr | 21 | 4 |
| Fifth Week | Apr | 24 -- Apr | 28 | 5 |
| Sixth Week | May | 1 -- May | 5 | 5 |
| Seventh Week | May | 8 -- May | 12 | 5 |
| Eighth Week | May | 15 -- May | 19 | 5 |
| Ninth Week | May | 22 -- May | 26 | 5 |
| Tenth Week | May | 30 -- May | 31 | 2 |
| | | | | 45 |

Totals

B. Pupil Instruction Related Days (PIR) - (Teachers ONLY - No School for Students)

| | | |
|---------------|---|-------------|
| August 23-24 | PIR | 2.00 |
| October 20-21 | Staff Development Days - Teachers Convention | 2.00 |
| November 2-3 | Parent Teacher Conferences (Evening on Nov 2, All Day on Nov 3) | 1.50 |
| January 16 | PIR | 1.00 |
| March 28 | Parent Teacher Conferences - Evening <u>ONLY</u> (Regular Day for Students) | 0.50 |
| Floater | PIR | 1.00 |
| | | 8.00 |

Holidays / Vacations (Dates Inclusive)

C.

| | |
|-----------------------|---|
| September 5 | Labor Day |
| October 20-21 | Fall Vacation (Teachers - Convention) |
| November 3 | Parent Teacher Conferences (Vacation Day for Students) |
| November 4 | Vacation Day |
| November 23-25 | Thanksgiving Vacation |
| December 22-January 2 | Winter Break |
| January 16 | PIR (Vacation day for Students) |
| February 24 | Vacation Day |
| April 14-17 | Spring Break |
| May 29 | Memorial Day |