

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 Seventh Avenue South
Lewistown, Montana 59457

REGULAR BOARD MEETING

September 11, 2017

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

AGENDA CHANGES

3. Motion to Set Agenda

PRESENTATIONS AND RECOGNITION OF GUESTS

4. Presentation—Fergus High Student Council Officers & New Teachers for the 2017-2018 School Year
5. Science Equipment Demonstration – Tim Nefzger & Adrienna DeCock
6. Report—Student Representative
7. Report—LEA
8. Report—Committees of the Board
9. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

10. Report—Investment
11. Report—Superintendent
12. Discussion on Board Policies – 2150, 3120, 3121, 3125, 8122, 8123, Paras & Administrators as Coaches/Advisors

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

14. Minutes of the August 14, 2017, Regular Board Meeting

APPROVAL OF CLAIMS

15. Claims

INDIVIDUAL ITEMS

16. Approve Fergus High School Class of 2021 Student Activity Account
17. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property
18. Approve Out-Of-District Student Attendance Agreement Requests for Placement inside/outside of the Lewistown Public Schools
19. Approve Memorandum of Understanding for Montana's Job Corps
20. Approve Assessing Late Charge Penalty to Empire Roofing for High School Roof Project
21. Approve Additions to the Substitute List for the 2017-2018 School Year
22. 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/bd-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

09/11/2017

Agenda Item No.

4

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

ITEM TITLE: FERGUS HIGH SCHOOL STUDENT COUNCIL OFFICIERS/NEW TEACHERS MEET THE BOARD OF TRUSTEES

Requested By: Board of Trustees Prepared By: Principals

SUMMARY:

School Board of Trustees are introduced to Fergus High School Student Council Officers and New Teachers for the 2017-2018 School Year.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

5

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

ITEM TITLE: Science Equipment Demonstration

Requested By: Board of Trustees **Prepared By:** Tim Nefzger & Adrienna DeCock

SUMMARY:

Fergus High School Teacher's present a Science Equipment Demonstration to the Board of Trustees.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

6

☐ 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 Eckert

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:

1. BPA: Getting ready for Club Fair and Elections
2. FCCLA: Officer Meetings and Club Fair, Booth at Chokecherry Festival
3. FFA: Club Fair, Greenhand BBQ, Kick Off BBQ, Chokecherry Festival, District Leadership School, Spice Sale Packets
4. HOW Club: Upcycling old school supplies, Elections and Recruitment, Club Fair
5. YPR Club: Replacing graduated seniors, TORCH Assembly, Club Fair
6. Key Club: Club Fair, Joint Kiwanis and Key Club Picnic, Officer Meeting, Club Meeting
7. Book Club: Club Fair
8. Art Club: Club Fair, Setting up the building blocks for the club
9. Outdoors Club: Club Fair, New Events
10. Spanish Club: Club Fair, Elections, Beginning Meetings
11. Science Olympiad: Club Fair
12. Robotics: Club Fair
13. Graduation Matters: Club Fair
14. National Honor Society: Club Fair
15. F Club: Club Fair
16. Speech and Drama: Club Fair
17. Student Council: Club Fair, Elections
18. Central Montana Youth Mentoring: Club Fair, Application Process
19. Astronomy Club: Club Fair
20. Youth Alive: Club Fair, See You At The Pole
21. Ducks Unlimited: Club Fair
22. Skills USA: Club Fair
23. Gay-Straight Alliance: Club Fair
24. Model UN: Club Fair

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

7

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

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

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

8

☐ 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 2017-2018 School Year.

SUGGESTED ACTION: Informational Report

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

STANDING COMMITTEES OF THE BOARD
2017-2018 School Year

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Phil Koterba	Jeff Southworth	Jennifer Thompson	Stephen Vantassel	Monte Weeden
Building & Grounds	3	X		X				X
Insurance Risk Committee	2		X			X		
Transportation	3		X		X			X

OTHER COMMITTEES WITH BOARD REPRESENTATION
2017-2018 School Year

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Phil Koterba	Jeff Southworth	Jennifer Thompson	Stephen Vantassel	Monte Weeden
Activities	2	X			X			
Curriculum Committees:								
Science	1					X		
Social Studies	1		X					
Health Insurance Program	2			X		X		
School Calendar (TBD)	1							
Vocational Advisory Council	1						X	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

9

☐ 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 Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

10

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

ITEM TITLE: REPORT—INVESTMENT

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

SUMMARY:

Interest amounts were not available at the time of posting the agenda.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

11

☐ 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.

- ❖ First Day Enrollment
- ❖ Handbooks
- ❖ Board Tours – Set Date
- ❖ Building and Grounds Meeting – Set Date
- ❖ College/Career Fair – September 20, 2017
- ❖ MCEL—October 19-20, 2017—Billings – Please let Thom know your plans by Friday, September 22, 2017
- ❖ Homecoming Week—October 2-6, 2017
 - All School Pep Assembly--Friday, October 6, 2017--10:00 a.m.
 - Fergus Parade—Friday, October 6, 2017—2:00 p.m.
- ❖ Adult Education Registration—**Monday, September 21, 2017**—12:00 p.m.—CMEC
- ❖ GO—Central A Divisional Meet—Saturday, September 23, 2017—Park High
- ❖ Picture Day Schedule:

Tuesday	September 12, 2017	Highland Park Elementary
Wednesday	September 13, 2017	Garfield Elementary
Thursday	September 14, 2017	Lewis & Clark Elementary
Tuesday	September 19, 2017	Lewistown Junior High
Friday	September 20, 2017	Fergus High School
- ❖ GO—State Class A Tournament—August 29-30 - Sidney
- ❖ Home Athletic Games/Meets:

VB v. Belgrade	Tuesday, Sept. 12, 4:00 PM	Fergus High
XC—Fergus Invite	Friday, Sept. 15, 10 AM	Elk's GC
FB v. Miles City	Friday, Sept. 15, 3:30 (Froshmore)	Fergus High
	7:00 (Varsity)	
VB v. Great Falls High	Thursday, Sept. 28, 4:00 PM	Fergus High
JVFB v. Malta	Monday, October 2, 4:30 PM	Fergus High
FB v. Belgrade	Friday, October 6, 3:30 (Froshmore)	Fergus High
	7:00 (Varsity)	Fergus High
- ❖ "Did Ya Know"
- ❖ 20 Day Plans
- ❖ Ministerial Breakfast
- ❖ Northern "C" AD's Meeting and Future Tournaments
- ❖ Maintenance – Energy Contracts

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**



"WE COVER YOU BETTER"

Proposal

Page No. 1 of 1

ALL TYPES: FLAT ROOFS - SHINGLES - METAL - WATERPROOFING - ARCHITECTURAL METALS

OFFICE 5623 STORY ROAD, BILLINGS MT 59101 PHONE 406.656.4613 FAX 406.896.9496 WEBSITE WWW.EMPIREROOFINGMT.COM

Proposal Submitted To Durward Sobeck Space Planning For People	Phone 406 245-5082	Date August 29, 2017
2817 2nd Ave. North Suite 202	Job Name Lewistown High School Repairs	
City, State, and Zip Code Billings, Mt. 59101	Job Location Lewistown Mt.	
Architect	Fax	Job Phone

We hereby submit specifications and estimates for: Roof Repairs

Scope of work: Remove the existing ridge cap, save, install fasteners at top of each panel, install sealant at panel rib to "Z" closure connection, re-install ridge cap clip and seal to each closure. Probe seams and flashings at Hypalon roof section and repair as needed. Remove 4 mounting bolts from Hypalon roof section and repair as needed. Install new 20 gauge metal overflow at Hypalon roof valley line to spill water away from lower wall section. Install new pipe flashings at boiler vent pipes and failing pipe flashings on the entire metal roof section. Install new end caps at main North to South ridge line only. All repairs on ridges will be the North to South ridge section.

Repair cost is. \$ 7,896.00

PLEASE NOTE:

The roofing industry is currently experiencing price volatility with insulation, steel and membrane products. Because of market fluctuations, the prices of these products are subject to sudden, significant changes and firm prices cannot be obtained from suppliers. If there is an increase in the price of these products charged to Empire Roofing subsequent to making this proposal, the price set forth in this proposal shall be increased to reflect the additional cost to Empire Roofing. Empire Roofing will submit written documentation of the

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars (\$)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

Eversitt

Note:

This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____

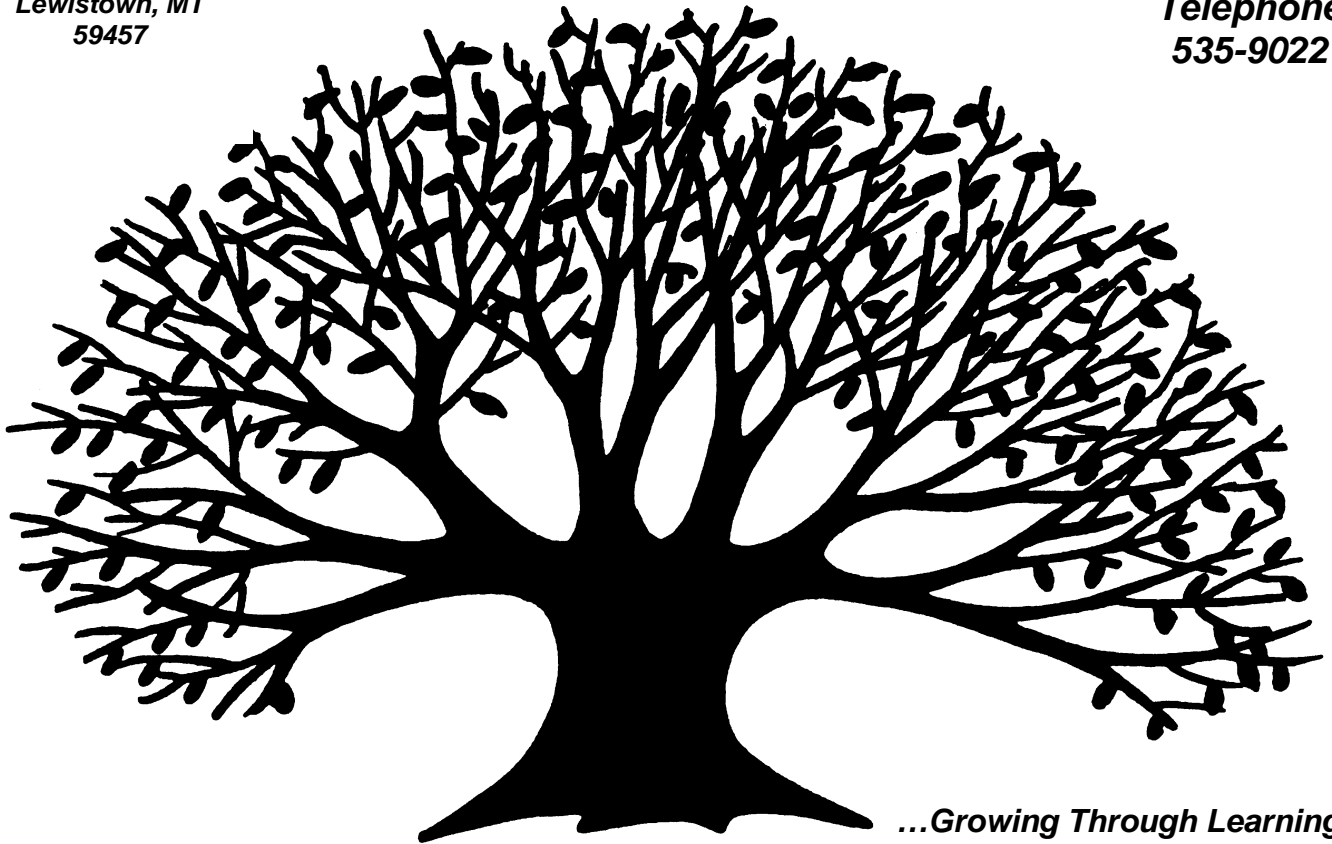
Signature _____

ADULT EDUCATION 2017 FALL SCHEDULE

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

**ADULT EDUCATION REGISTRATION:
BEGINS MONDAY, SEPTEMBER 18, AT NOON**

**Telephone
535-9022**



Link to our schedule online:
<http://www.lewistown.k12.mt.us/>



ADULT EDUCATION 2017 FALL SCHEDULE

REGISTRATION:

Registration begins Monday, September 18, 12:00 noon - 5:00 p.m. and continues throughout fall quarter. Registration will remain open until each class is filled. Registrations may be phoned in after that time and fees mailed in, if necessary. No registration will be accepted prior to 12:00 noon, September 18. 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.

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.

BUS TRIPS–ALBERTA BAIR THEATER SIGN UP NOW! *
Fee includes coach bus ride and theater/show ticket. Board the bus at 2:30pm at Fergus HS, dinner on your own at pre-arranged restaurant stop in Billings, showtime at 7:30pm. **NOTE DEADLINES TO BUY!**

JERSEY BOYS They were just four guys from Jersey that had a sound nobody had ever heard. Go behind the music and inside the story of Frankie Valli and The Four Seasons in this Tony Award-winning true-life musical phenomenon. **Show Date: Fri Dec 8. Must register and pay by Fri Oct 13. Fee: \$90.**

SWAN LAKE BALLET by Moscow Festival Ballet Company. While hunting, a Prince sees an amazing swan. As he takes aim to shoot, the swan turns into a beautiful woman who is under a spell. Watch the story unfold within the framework of Russian classic ballet. **Show Date: Tues Feb 13. Must register and pay by Fri Dec 1. Fee: \$75.**

CABARET Tony Award winning Broadway play with the most memorable songs in theatre history. Divinely, dangerously decadent! Masterpiece! **Show Date: Tues April 17. Must register & pay by Thurs Feb 1. Fee: \$85.**

ELK VIEWING TOUR AT THE CMR WILDLIFE REFUGE *
SIGN UP NOW! Board our coach bus to the Slippery Ann elk viewing area and experience spine-tingling bugles and bulls defending their harems. CMR Wildlife Refuge staff. **Thurs Sept 28.** Board the bus at Fergus High at 3:30-4pm and return at 9:00 pm. Fee: \$15. Box lunch available for \$6. **Must register & pay by Mon Sept 25 if you want a box lunch.**

THE MOSS MANSION CHRISTMAS TOUR *
Join us for “A Montana Christmas” tour of this historic mansion in Billings, while it is all decked out with a tree in every room! **Thurs Nov 30, 9:30am-5:30pm.** Fee: \$45 (Includes cruiser bus trip to Billings & tour)

APPLE DEVICES: IPODS, IPADS, & IPHONES *
Learn the fundamentals of your iOS Apple devices. Basic set-up, navigation of settings, naming your device, syncing and backing up through iTunes platform and creating a free Apple ID. Instructor: Russell Epperson. CMEC, **Thurs Nov 9 & 16,** 6-8 pm. Fee: \$30.

BEGINNING COMPUTER AND WORD *
Hands-on course for beginners, includes basic terminology, using software, mouse, Microsoft Windows & Word. Instructor: LaVonne Jurack. FHS Library Lab. **Mon & Wed Oct 9 & 11,** 6-8 pm. Fee: \$30

GOOGLE BASICS FOR BEGINNERS *
Who needs Microsoft Office(Word, Excel, Powerpoint) when you can get it all for free with Google? Instructor: Rebekah Rhoades. FHS Library Lab. Tues, 6:30-8:30 pm. Fee: \$15 per class. Take one or all.
Class 1: Creating a Google account, changing your settings & familiarizing with Google (Beginners only without accounts) **Oct 10.**
Class 2: Google Email & Calendars, **Oct 17.**
Class 3: Google Docs, **Oct 24.**
Class 4: Google Sheets, **Nov 7.**
Class 5: Google Presentations, **Nov 14.**

BEGINNING BOOKKEEPING AND PAYROLL OPERATIONS
Set up a chart of accounts, basic debit & credit accounting transactions, bank & loan reconciliation, & end with a few statements you can use to evaluate your success. Plus a basic payroll setup from start to finish. Instructors: HMRA CPA's, CMEC, **Thurs Oct 26,** 6-9 pm. Fee: \$30.

CONVERSATIONAL SPANISH: LEVEL 1 *
Join a native Spanish-speaking instructor to learn common words, phrases & expressions. Develop skills including greetings & farewells, answering phones, ordering meals, traveling and directions, and more! Great for travel or just for fun! Instructor: Chiara Vanderbeek.FHS Rm 213. 6 wks. **Tues Oct 10–Nov 14 (except 10/31),** 6-8 pm. Fee: \$60.

IDENTIFYING IF YOUR CHILD HAS A LEARNING GLITCH
Brain integration therapy is simple & it can be useful for the student who struggles to read or write. Explore the 4 Learning Gates and see which one might be “out” for your struggling student. Instructor: LaVonne Jurack M.A. Ed. FHS Library. **Mon Oct 16,** 6:30-8:30 pm. Fee: \$20.

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. **Thurs Oct 12,** 6-9 pm. Fee: \$20.

WINTERIZE YOUR YARD AND LANDSCAPING
Are you new to gardening, have perennial beds or shrubs, and are unsure what if anything to do to help them survive the long winter months? If so, this class is for you! Process of winterizing and maintenance discussed. Leave specific questions at registration. Instructor: Kathryn Baldwin. CMEC, **Wed Oct 4,** 6:30-9 pm. Fee: \$20.

BASIC TREE CARE

Intro to planting, watering & general care of trees in landscaping. Learn techniques of pruning, when and how to do it properly. Instructor:Josh Stoychoff,State Service Forester. CMEC,**Mon Oct 16,** 6-9 pm. Fee: \$20.

HANDS ON ART CLASS: FROM REALISM TO ABSTRACTION *
Try something new & fun! We will develop a realistic image and then turn it into an abstract. Come and see what the talk about abstraction is all about. Materials will be mixed and include watercolor, graphite, colored pencils & torn paper. Instructor: Clint Loomis. Clint Loomis Studios. **Sun Oct 22 & 29.** 1-4:30 pm. Fee: \$70 + supplies. You may rent a supply kit from the instructor for \$10.

INTRO TO ART JOURNALING * MUST REGISTER BY OCT 24
Create mixed media art in an art journal by working with paint and collage. Includes an art kit and art journal. Class discussion and art journaling will focus on using art as personal expression and trying innovative design and paper craft techniques. All are welcome, beginners & experts. Instructor: KellyAnne Terry. FHS Rm 216. **Thurs Nov 9 & 16,** 6:30-8:30 pm. Fee: \$30 + \$25 supply fee.

BASIC DOG OBEDIENCE *
For beginning dogs, 6 months or older. Teaches foundation commands for a well-behaved dog. Require proof of current rabies & distemper/parvo vaccines at first class. Cheryl Bannes. LJHS gym, **Weds Oct 11, 18, 25.** 7-8:15 pm.. Fee: \$35.

LINE DANCING
Learn popular line dances in a fun and easy environment. Great exercise! No partner needed! Instructor: Sherry Bishop. Garfield gym, 5 wks, **Sun Oct 8 – Nov 5,** 1- 2:30 pm. Fee: \$40.

LEARN TO SKATE PLUS BEGINNING HOCKEY SKILLS *
Learn to skate for beginners (12 & older) and advance to learning how to play novice hockey. For people who have never skated or those wanting to hone their skills. Lewistown Ice Skating Assoc. Frank Day Park Rink.
6 wks, **Sun Dec 10, 17, Jan 7, 14, 21, 28.** 6-8 pm. Fee: \$50.

BEGINNING CROCHET *
Learn the basics of crocheting and how to read patterns. Good time to get started on a Christmas project. Finish one or more projects by the end of classes. Instructor: LuAnn Schrauth. CMEC. 3 wks. **Tues Oct 10,17& 24.** 6-8 pm. Fee: \$40 + supplies.

WILTON CAKE DECORATING COURSE *
This premier class will teach cake decorating basics for delicious & beautiful ideas that you will learn with the tool kit & instructors expertise. Instructor: Dorothy Swanson. LJHS FACS rm. **Sat Oct 14, 8am-12 & 1-5pm.** Fee: \$50 + \$25 Supply Kit from Instructor.

MOMMY & ME DECORATING XMAS COOKIES *
Mom or Grandma & child (8 & older) have fun together learning great decorating ideas with frostings, different pipings, embellishments and more! Instructor: Dorothy Swanson. LJHS FACSs rm. **Sat Dec 2, 10am-12pm.** Fee: \$20 for pair.

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. **Thurs Nov 9 &16,** 7-8 pm. CMEC. Fee: \$20.

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.
Choose a Saturday: Oct 14 or Nov 11
Heart Saver CPR: _____8:30am-12 noon
First Aid: _____1:00-4:30 pm
Fees:
Book (required for class) - Fee: \$15
Adult, Infant/Child CPR only - Fee: \$50
First Aid only - Fee: \$35_____
Combination-First Aid & CPR - Fee: \$60

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

***Limited Enrollment**
CMEC = Central MT Education Center, Airport Road
FHS = Fergus High School
LJHS = Lewistown Junior High School

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

12

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

ITEM TITLE: Discussion on Board Policies -- 2150, 3120, 3121, 3125, 8122, 8123, Paras & Administrators as Coaches/Advisors

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

SUGGESTED ACTION: Discussion

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

2150 - R

INSTRUCTION

Suicide Awareness and Prevention

The Administration shall develop and implement a youth suicide prevention program meeting minimum requirements set forth in 10.55.719, ARM.

The District will provide professional development on youth suicide awareness and prevention to each employee of the district who work directly with any students enrolled in the school district. The training materials will be approved by the Office of Public Instruction (OPI).

The District will provide at least two (2) hours of youth suicide and prevention training beginning the 2017-18 school year. The District will provide, at a minimum, two (2) hours of youth suicide awareness and prevention training every five (5) years thereafter. All new employees who work directly with any student enrolled in the school district will be provided training the first year of employment.

Youth suicide and prevention training may include:

- A. In-person attendance at a live training;
- B. Videoconference;
- C. An individual program of study of designated materials;
- D. Self-review modules available online; and
- E. Any other method chosen by the local school board that is consistent with professional development standards.

No cause of action may be brought for any loss or damage caused by any act or admission resulting from the implementation of the provisions of this policy or resulting from any training, or lack of training, related to this policy. Nothing in this policy shall be construed to impose a specific duty of care.

Legal Reference: § 20-7-1310, MCA Youth suicide awareness and prevention training

Lewistown School District

STUDENTS

3120

Compulsory Attendance

Parents are responsible for seeing that their children of age seven (7) or older prior to the first day of school, attend school until the later of the following dates:

1. The child's sixteenth (16th) birthday;
2. The date of completion of the work of the eighth (8th) grade.

Parents shall enroll the student unless the student is:

1. Provided with supervised correspondence or home study;
2. Excused because of a determination by a district judge that attendance is not in the best interests of the child;
3. Enrolled in a non-public or home school;
4. Enrolled in a school of another district or state under the tuition provisions of this title;
5. Excused by the Board upon a determination that such attendance by a child who has attained the age of sixteen (16) is not in the best interests of the child and the school.

Legal Reference:	§ 20-5-101, MCA	Admittance of child to school
	§ 20-5-103, MCA	Compulsory attendance and excuses
	§ 20-5-104, MCA	Attendance officer
	§ 20-5-108, MCA	Tribal agreement with district for Indian child compulsory attendance and other agreements

Policy History:

Adopted on: June 28, 2004

Revised on:

[School District]

Adopted on:
Reviewed on:
Revised on:

3120 - R

STUDENTS

Compulsory Attendance

To reach the goal of maximum educational benefits for every child requires a regular continuity of instruction, classroom participation, learning experiences, and study. Regular interaction of students with one another in classrooms and their participation in instructional activities under the tutelage of competent teachers are vital to the entire process of education. This established principle of education underlies and gives purpose to the requirement of compulsory schooling in every state in the nation. A student's regular attendance also reflects dependability and is a significant component of a student's permanent record.

Parents or legal guardians or legal custodians are responsible for seeing that their children who are age seven (7) or older before the first (1st) day of school attend school until the later of the following dates:

1. Child's sixteenth (16th) birthday; or
2. Completion date of the work of eighth (8th) grade.

The provisions above do not apply in the following cases:

- (a) The child has been excused under one of the conditions specified in 20-5-102.
- (b) The child is absent because of illness, bereavement, or other reason prescribed by the policies of the trustees.
- (c) The child has been suspended or expelled under the provisions of 20-5-202.
- (d) The child is excused pursuant to Section 2 of 20-5-103.

Compulsory attendance stated above will not apply when children:

1. Are provided with supervised correspondence or home study; or
2. Are excused because of a determination by a district judge that attendance is not in the best interests of the child; or
3. Are enrolled in a non-public or home school; or
4. Are enrolled in a school in another district or state; or
5. Are excused by the Board on a determination that attendance after age of sixteen (16) is not in the best interests of the child and the school.

Legal Reference:	§ 20-1-308, MCA	Religious instruction released time program
	§ 20-5-101, MCA	Admittance of child to school
	§ 20-5-102, MCA	Compulsory enrollment and excuses
	§ 20-5-103, MCA	Compulsory attendance and excuses
	§ 20-5-104, MCA	Attendance officer
	§ 20-5-106, MCA	Truancy

§ 20-5-108, MCA	Tribal agreement with district for Indian child compulsory attendance and other agreements
§ 20-5-109, MCA	Nonpublic school requirement for compulsory enrollment exemption
§ 20-5-202, MCA	Suspension and Expulsion

[School District]

Adopted on:
Reviewed on:
Revised on:

3121

STUDENTS

Page 1 of 2

Enrollment and Attendance Records

Since accurate enrollment and attendance records are essential both to obtain state financial reimbursement and to fulfill the District's responsibilities under the attendance laws, staff shall be diligent in maintaining such records.

A district may only include, for ANB purposes, an enrolled student who is:

- A resident of the district or a nonresident student admitted by trustees under a student attendance agreement and who is attending a school of the district;
- Unable to attend school due to a medical reason certified by a medical doctor and receiving individualized educational services supervised by the district, at district expense, at a home or facility that does not offer an educational program;
- Unable to attend school due to the student's incarceration in a facility, other than a youth detention center, and who is receiving individualized educational services supervised by the district, at district expense, at a home or facility that does not offer an educational program;
- Living with a caretaker relative under § 1-1-215, MCA;
- Receiving special education and related services, other than day treatment, under a placement by the trustees at a private nonsectarian school or private program if the student's services are provided at the district's expense under an approved individual education plan supervised by the district;
- Participating in the Running Start Program at district expense under § 20-9-706, MCA;
- Receiving education services, provided by the district, using appropriately licensed district staff at a private residential program or private residential facility licensed by the Department of Public Health and Human Services;
- Enrolled in an educational program or course provided at district expense using electronic or offsite delivery methods, including but not limited to tutoring, distance learning programs, online programs, and technology delivered learning programs, while attending a school of the district or any other nonsectarian offsite instructional setting with the approval of the trustees of the district; or

- A resident of the district attending a Montana job corps program under an interlocal agreement with the district under § 20-9-707, MCA.
- A resident of the district attending a Montana Youth Challenge Program under an interlocal agreement with the district under § 20-9-707, MCA.

In order for a student who is served through distance learning or offsite delivery methods to be included in the calculation of average number belonging, the student must meet the residency requirements for that district; live in the district, and must be eligible for educational services under the Individuals with Disabilities Education Act or under 29 U.S.C. 794; or attend school in the district under a mandatory attendance agreement as provided in § 20-9-707, MCA.

Homeless Youth and Foster Children

Assignment to schools shall be subject to modification when federal law applicable to students placed in foster care or students who are homeless requires that such students be educated in a "school of origin" that differs from the assigned school.

Legal Reference:	§ 1-1-215, MCA	Residence – rules for determining
	§ 20-9-311, MCA	Calculation of average number belonging (ANB)
		-- three-year averaging.
	§ 20-9-706, MCA	Running start program – authorizing class credits at
		postsecondary institution – eligibility – payment for
		credits
	§ 20-9-707, MCA	Agreement with Montana youth challenge program
		or accredited Montana job corps program
	29 U.S.C. 794	Nondiscrimination under Federal grants
		and programs
	34 CFR 300.1, et seq.	Assistance to states for the education of children
		with disabilities

Lewistown School District

STUDENTS

3121

Enrollment and Attendance Records

Since accurate enrollment and attendance records are essential both to obtain state financial reimbursement and to fulfill the District's responsibilities under the attendance laws, staff shall be diligent in maintaining such records.

Policy History:

Adopted on: June 28, 2004

Revised on:

Lewistown School District

STUDENTS

3125

Education of Homeless Children

Each child of a homeless individual and each homeless child has equal access to the same free, appropriate public education as provided to other students. The trustees must assign and admit a child who is homeless to a school in the District regardless of residence and irrespective of whether the homeless child is able to produce records normally required for enrollment. The trustees may not require an out-of-District attendance agreement and tuition for a homeless child.

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residence, birth certificates, school records, and other documentation.

Homeless students shall have access to services comparable to services offered to other students, including but not limited to:

1. Transportation services;
2. Educational services for which the student meets eligibility criteria (e.g., Title I);
3. Educational programs for children with disabilities and limited English proficiency;
4. Programs in vocational and technical education, as well as programs for gifted and talented students; and
5. School nutrition program.

The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths not currently attending school. The Superintendent shall appoint a liaison for homeless children.

A "homeless child" is defined as provided in the McKinney Homeless Assistance Act.

A complaint regarding the placement or education of a homeless child shall first be presented orally and informally to the District's homeless liaison/coordinator. Thereafter a written complaint must be filed in accordance with the District's Uniform Grievance Procedure.

Note: This policy is required for a district receiving federal funds under Title I.

Cross Reference: 3215 Uniform Grievance Procedure

Legal Reference: 42 U.S.C. § 11431, et seq. McKinney Homeless Assistance Act
§ 20-5-101, MCA Admittance of child to school

Policy History:

Adopted on: June 28, 2004

Revised on:

[School District]

Adopted on:
Reviewed on:
Revised on:

3125 - R

STUDENTS

Education of Homeless Children

Every child of a homeless individual and every homeless child are entitled to equal access to the same free, appropriate public education as provided to children with permanent housing. The District must assign and admit a child who is homeless to a District school regardless of residence and irrespective of whether the homeless child is able to produce records normally required for enrollment. The District may not require an out-of-District attendance agreement and tuition for a homeless child.

Should a child become homeless over the course of the school year, the child must be able to remain at the school of origin, or be eligible to attend another school in the district.

The Superintendent will review and revise as necessary rules or procedures that may be barriers to enrollment of homeless children and youths. In reviewing and revising such procedures, the Superintendent will consider issues of transportation, immunization, residence, birth certificates, school records, and other documentation.

Homeless students will have access to services comparable those offered to other students, including but not limited to:

1. Transportation services;
2. Educational services for which a student meets eligibility criteria (e.g., Title I);
3. Educational programs for children with disabilities and limited English proficiency;
4. Programs in vocational and technical education;
5. Programs for gifted and talented students; and
6. School nutrition program.

The Superintendent will give special attention to ensuring the enrollment and attendance of homeless children and youths not currently attending school. The Superintendent will appoint a liaison for homeless children.

A "homeless individual" is defined as provided in the McKinney Homeless Assistance Act.

Anyone having a concern or complaint regarding placement or education of a homeless child will first present it orally and informally to the District homeless liaison. Thereafter, a written complaint must be filed in accordance with the District Uniform Complaint Procedure.

Cross Reference: 1700 Uniform Complaint Procedure

Resolution Form

Legal Reference: 42 U.S.C. §§42 U.S.C. § 11301 *et seq* 11431, *et seq.*
McKinney Homeless Assistance Act
§ 20-5-101, MCA Admittance of child to school

Lewistown School District

NONINSTRUCTIONAL OPERATIONS

8122

Use of Private Autos on School Business

The Board recognizes the need for regular or occasional use of privately owned autos for school purposes. To safeguard the District, approved drivers, and students in matters concerning liability, particularly liability relating to transportation of a student or students, the following policy will be observed:

1. To use a private auto for school purposes, the driver must have the written permission of the Superintendent or his/her designee:
 - a. This permission may be in the form of a standing permit for employees who regularly use their own auto for school purposes. The permit will state the particular purpose and whether it includes transportation of students.
 - b. For all special trips involving students, including field trips, a special permit for the specific trip must be obtained in advance.
2. Persons so authorized to use their autos for school business purposes will be provided liability coverage by the District.
3. The District will assume no responsibility for liability in case of accident, unless the employee has the authorization described above.
4. The Board specifically forbids any person to transport students for school purposes without prior authorization by the Superintendent or his/her designee.
5. No student will be sent on school business with his/her own auto, an employee's auto, or a District-owned auto WITHOUT PRIOR WRITTEN PERMISSION OF PARENT OR GUARDIAN.
6. For the purpose of this policy, "auto" will be defined as a four-(4)-wheeled passenger automobile or pickup.
7. All other vehicles are excluded from this definition except as specifically authorized by the Superintendent.

Policy History:

Adopted on: June 28, 2004

Revised on:

Lewistown School District

ADMINISTRATION

6141

Employment Restrictions for Administrative Personnel

Time taken from the regularly assigned work schedule for such paid activities as consulting, college teaching, lecturing, etc., shall be subject to prior approval by the Superintendent.

The amount of time lost to the District will be, but is not restricted to being: deducted from vacation time; granted as additional personal leave as specified by a written contract; or that time prorated to a dollar amount and that amount deducted from the next regularly scheduled pay period.

Time taken from the regularly assigned work schedule for non-paid activities shall follow the format established above.

Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

13

☐ 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 Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

14

☒ 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 August 14, 2017, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

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

MONDAY, August 14, 2017

REGULAR BOARD MEETING

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

1. ROLL CALL

TRUSTEES PRESENT:

CJ Bailey, Kris Birdwell, Phil Koterba, Jeff Southworth, Jennifer Thompson,
Stephen Vantassel, Monte Weeden

TRUSTEES ABSENT:

STAFF PRESENT:

Superintendent Thom Peck, Business Manager/District Clerk Rebekah
Rhoades, Chris Hildebrant—LEA President, Bobbie Atchison, Scott Dubbs, Sue
Nefzger, Randy Barber, Tim Majerus, and Amie Friesen

OTHERS PRESENT:

Doreen Heintz—Lewistown News-Argus, Peter Dutkowsky, Jennifer Denton
and other interested parties.

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

3. PRESENTATION—Peter Dutkowsky – Account Executive, Performance Infrastructure
– Listed as Item #4 on the Agenda at time of posting

4. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS
THE BOARD ON NON-AGENDA ITEMS – Listed as Item #9 on the Agenda at time of
posting

Sue Nefzger shared the results of the National FCCLA Convention that took
place in July 2017 and thanked the community for their support. 8 students
from Fergus High School competed at Nationals.

Tim Majerus introduced Jennifer Denton as the manager of the Lewistown Sea
Lions Swim Club. Jennifer reported on the successes, both in and out of the
pool, at the State Swim Meet that was hosted in Lewistown in July. She also
thanked the School Board for allowing camping at Fergus High School.

5. PRESENTATION—Scott Dubbs, Curriculum Director – Assessments (Monte Weeden
left at 6:40pm) – Listed as Item #3 on the Agenda at time of posting

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

- Peter Dutkowsky, Johnson Controls, presented to the Board of Trustees information regarding Energy Performance Contracting.
6. Report—Committees of the Board
No committees met. CJ will represent the Board on the Calendar Committee.
 7. Calendar Items, Concerns, Correspondence, Etc.
Kris expressed concerns regarding the full Board Agenda in August. CJ suggested moving the Annual Reports to an earlier date. Scott Dubbs added that it would be beneficial to him to have the assessment information presented in September.
- Stephen stated that he would like to pursue looking at the out of pocket costs that employees pay for health care. He will be contacting the Health Insurance Committee Members.
8. Report—Investment
Interest earned and distributed for July 2017, was reported with \$2,792.54 in the elementary funds and \$2,324.03 in the high school funds for a total of \$5,116.57.
 9. Report—Superintendent
Mr. Peck updated the Board on staffing in the District. There will be three student teachers in the District this Fall. Mr. Peck shared the back to school schedule for staff for the days leading up to the first day of school. Mr. Peck recently attended the MTSBA Policies and Negotiations Conference and the SAM Administrator Conference and provided information learned at both. MCEL will be taking place in October and any interested Board Members are to notify him by September 20, 2017. Mr. Peck reminded the Board to respond to his “Four Questions” sent last month. An update to all of the maintenance projects in the District was provided. Mr. Peck also updated the Board on various facts and information he has been obtaining about the school and community over the past few months.

ACTION ITEMS MINUTES

10. Minutes of the July 10, 2017, Regular Board Meeting – Approved unanimously (Bailey/Thompson)

APPROVAL OF CLAIMS

11. Claims – the claims referenced in the 2017-2018 Bill Schedule and submitted through August 10, 2017, were approved unanimously (Thompson/Bailey) The Finance Committee for July-September 2017 will be Board Chair Phil Koterba, CJ Bailey, Jennifer Thompson and Stephen Vantassel.

INDIVIDUAL ITEMS

12. Approve Lewistown Public Schools 2016-2017 Annual Report with the amendment provided by Scott Dubbs -- Approved unanimously (Birdwell/Bailey)
13. Approve Elementary Trustees’ Financial Summary for the 2016-2017 Fiscal Year -- Approved unanimously (Bailey/Birdwell)
14. Approve High School Trustees’ Financial Summary for the 2016-2017 Fiscal Year -- Approved unanimously (Bailey/Thompson)
15. Approve Elementary Budget for the 2017-2018 Fiscal Year -- Approved unanimously (Birdwell/Bailey)
16. Approve High School Budget for the 2017-2018 Fiscal Year -- Approved unanimously (Bailey/Thompson)
17. Approve Extension of Winifred Bus Routes into the Lewistown School District -- Approved unanimously (Bailey/Thompson)
18. Second Reading---Board Policy #8205---Meal Charge Policy -- Approved unanimously (Thompson/Bailey)

19. Approve IDEA Part B Federal Flow-Through Application to CMLRCC for Special Education Expenses -- Approved unanimously (Bailey/Vantassel)
20. Approve Multi-District Agreement for Technology Services -- Approved unanimously (Thompson/Vantassel)
21. Approve Out-Of-District Student Attendance Agreement Request for Placement outside/inside of Lewistown Public Schools -- Approved unanimously (Thompson/Birdwell)
22. Approve Substitute List for the 2017-2018 School Year – Approved unanimously (Birdwell/Thompson)
23. Approve Personnel Report – See Exhibit A – Approved unanimously (Birdwell/Bailey)

ADJOURNMENT

The meeting was adjourned at 9:37 p.m (Bailey). The next regular meeting will be held at 6:00 p.m. on Monday, September 11, 2017, at the Lincoln Board Room.

PHILLIP R. KOTERBA
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

EXHIBIT 'A'
LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

Monday August 14, 2017

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
HARRIS, Jaime	Food Server/Kitchen Aide	Highland Park	Approve appointment on schedule--FOOD SERVER/KITCHEN AIDE Step 0, Breakfast 3 days per week, 2 hours per day, Lunch 5 days per week, 2.5 hours per day (Total 18.75 hours per week) for 187 days	8/14/2017	Amie Friesen	Replacing Rachel Martin
WICHMAN, Tahan	Technology Support Specialist	All Areas	Approve appointment on schedule--TECH SUPPORT SPECIALIST Step 0 for up to 8 hours per day for 225 days	8/21/2017	Bill Klapwyk	Replacing Christina Donald
FISCUS, Zabrea	Secretary	Central Montana Education Center	Approve appointment on schedule--SEC Step 0 for up to 7 hours per day from August 7, 2017 through June 30, 2018	8/7/2017	Diane Oldenburg	Replacing Mycheille Norvell
O'NEAL, Jason	Paraprofessional	Fergus High School	Approve appointment on schedule--PARA CERT Step 0 for up to 7.5 hours per day for 186 days	8/14/2017	Jeff Elliott	Replacing Bridgett Johnson
KOLAR, Lorna	Paraprofessional	Junior High School	Approve appointment on schedule--PARA CERT Step 2 for up to 7.5 hours per day for 186 days	8/14/2017	Tim Majerus	Replacing Zabrea Fiscus
PERKINS, Dawn	Paraprofessional	Garfield	Approve appooointment on schedule-PARA CERT Step 0 for up to 7.5 hours per day for 186 days	8/14/2017	Matt Lewis	Replacing Amie Donaldson
OLSON, Tara	Paraprofessional	Garfield	Approve appointment on schedule--PARA CERT Step 0 for up to 7.5 hours per day for 186 days	8/14/2017	Matt Lewis	Replacing Kelly Comer
MCCONNELL, Dave	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 24, 2017 -- May 31, 2018	Diane Oldenburg	Dave will be substituting only as needed
SHELAGOWSKI, Brett	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 24, 2017 -- May 31, 2018	Diane Oldenburg	Brett will be assisting in the behind-the-wheel driving instruction
ARMSTRONG, Chad	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	August 24, 2017 -- May 31, 2018	Diane Oldenburg	Chad will be teaching in the classroom and assisitng in the behind-the-wheel driving instruction

EXHIBIT 'A'
LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

Monday August 14, 2017

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	RECOMMENDED BY	COMMENTS
BALDWIN, Jack	Ski Club Advisor	Junior High School	Approve appointment on schedule---(.015 x \$33,231.00) \$498.47	8/14/2017	Tim Majerus	
KELSEY, Michael	First Assistant Track & Field	Junior High School	Approve appointment on schedule---(.057 x \$33,231.00) \$1,894.17	8/14/2017	Tim Majerus	
EDWARDS, Kameron	Assistant 1 Track & Field	Junior High School	Approve appointment on schedule---(.050 x \$33,231.00) \$1,661.55	8/14/2017	Tim Majerus	
ARMSTRONG, Gina	Head Volleyball Coach	Junior High School	Approve appointment on schedule---(.065 x \$33,231.00) \$2,160.02	8/14/2017	Tim Majerus	See attached memo.
BURK, Emily	First Assistant Volleyball	Junior High School	Approve appointment on schedule--(.057 x \$33,231.00) \$1,894.17	8/14/2017	Tim Majerus	See attached memo.
GIANNINI, Shelby	Assistant Volleyball	Junior High School	Approve appointment on schedule--(.050 x \$33,231.00) \$1,661.55	8/14/2017	Tim Majerus	See attached memo.
LAMB, Alex	Special Education Summer School Professional	CMLRCC	Approve appointment at \$15.00 for up to 14 hours	August 7-18, 2017	Chris Rice	See attached memo.
RECOMMENDATION FOR EXTRA-DUTY CONTRACTS	Bus Drivers	Lewistown Public Schools	Approve appointment on schedule as recommended on attachment	8/14/2017	Steve Klippenes	See attached memo.
TOLZIEN, Jennifer	Special Education Summer School Professional	CMLRCC	Approve appointment at \$15.00 for up to 56 hours	August 7-18, 2017	Chris Rice	See attached memo.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

15

☒ 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 September 8, 2017, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2017 include: Board Chair Phil Koterba, CJ Bailey, Stephen Vantassel, and Jennifer Thompson.

****Need to select new Finance Committee members for October-December 2017.**

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

16

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

ITEM TITLE: APPROVE FERGUS HIGH SCHOOL CLASS OF 2021 STUDENT ACTIVITY ACCOUNT

Requested By: Board of Trustees Prepared By: Jeff Elliott

SUMMARY:

A request is being made by the Class of 2021 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 2021 Student Activity Account

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

Memorandum

To: Board of Trustees, Lewistown Public Schools
Cc: Thom Peck, Supt.
From: Jeff Elliott, FHS Principal
Date: September 11, 2017
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 2021.

The Class of 2021 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

09/11/2017

Agenda Item No.

17

☐ 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

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:

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

SURPLUS LIST
Fall 2017

Lewis & Clark:

3 - Still Picture Projectors
7 - Metal Carts
Panasonic Laser Disc Player
Magnovox Television
Light Projector
Science horizons DVD's
Webcam
200 Jacob and Emily Skip School Books
Monitor Cable
Computer Mouse
DVD/VHS Combo Player
VCR
Interwrite board
3 - What Works Facilitator Guides
Typewriter
3 - Retracting Projector Screens
3 - Projector Ceiling Mounts
File Cabinet
Wood Desk
Projector
Herzog Keyboarding Books
Binder

Junior High School:

2 sets - punch bowl with 8 glasses

Fergus High School:

Student desk, chair and desk combo.
3 - Student desk, chair and desk combo
Metal computer cart
Small black student desk with wooden top
Office divider/cubical, blue 3 piece set
Office divider/cubical
11 - Old drafting tables
Dewalt Radical Arm Saw
Black and Decker Radial Arm Saw
Rockwell/ Delta Jointer – Does not work
Rockwell Drill Press – Does not work
Delta Drill Press – Disassembled
Powermatic Drill Press
Craftsman Drill Press
PerformaX Super-Max 37 x 2 Table Top Sander – Does not work
One demonstration table with mirror
Benette 234 Serger Machine
Singer 14u34 Serger machine
HP color laser jet printer 1600 – Unknown working condition
One Wooden swivel stool

Lincoln Building:

Canon Laser Class 310 Fax Machine

Maintenance:

Toro commercial push mower - needs blade/shaft repair

Numerous classroom desks

Classroom chairs

Misc. classrooms furnishings - computer carts, small wooden table

4 - 4 drawer filing cabinets

2 - book shelves

Rolling step stool

2 boxes - Art Books

Small Trampoline

Wooden teacher's desk

Metal teacher's desk

Desk chair

12 - New locker fronts/doors (dark red)

Transportation:

2000 Chrysler Concorde 178178 miles - Power Steering Issues

1996 Ford Contour 164658 miles - Airbag Dash Light Stays On

LEWISTOWN P
LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

18

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

ITEM TITLE: APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUEST FOR PLACEMENT OUTSIDE/INSIDE OF LEWISTOWN PUBLIC SCHOOLS

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the below request for out-of-district and inside-of-district student attendance.

SUGGESTED ACTION: Approve Out-of-District Student Attendance Agreement Request for Placement Outside/Inside of Lewistown Public Schools

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

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

STUDENT NAME	ADDRESS	CITY/STATE/ZIP	GRADE/SCHOOL	DISTRICT OF ATTENDANCE
A. A.		Winifred, MT	K/Garfield	Lewistown, MT
C. S.		Roy, MT	K/Garfield	Lewistown, MT
A. A.		Roy, MT	K/Garfield	Lewistown, MT
H. W.		Hilger, MT	12/Fergus High	Lewistown, MT
K. B.		Buffalo, MT	1/Garfield	Lewistown, MT
C. B.		Buffalo, MT	4/Highland Park	Lewistown, MT
S. B.		Buffalo, MT	5/Lewis & Clark	Lewistown, MT

LEWISTOWN P
LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

19

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

ITEM TITLE: APPROVE MEMORANDUM OF UNDERSTANDING FOR MONTANA'S JOB CORPS

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the Memorandum of Understanding for Montana's Job Corps.

SUGGESTED ACTION: Approve Memorandum of Understanding for Montana's Job Corps

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**MONTANA JOB CORPS AND MONTANA SCHOOL DISTRICTS MEMORANDUM OF
UNDERSTANDING**

This Memorandum of Understanding (MOU) is entered into as of this _____ day of _____, _____, between the Montana (Anaconda, Kicking Horse, and Trapper Creek) Job Corps Centers and the Trustees of _____ School District.

It is an interlocal cooperative agreement between the above mentioned parties relative to SB 394, codified as an integral part of Title 20, Chapter 9, Part 7 (MCA 2011 20-9-707).

OBJECTIVE:

Montana Job Corps Centers may provide educational and vocational services to eligible youth to supplement the districts of residence educational programs.

SERVICES TO BE PROVIDED:

Montana Job Corps centers agree to provide academic, vocational, and social skills training to qualified students. Credits earned will be reported to the district of residence. Credits earned will be counted toward graduation requirements. The student may choose to receive his high school diploma from the district of residence.

The Job Corps Center must be accredited by AdvancED (formerly Northwest Association of Schools and Colleges). Instructors must have either a current and appropriate Montana Secondary certification or Vocational certification.

This is a reciprocal agreement between all three Job Corps Centers and the school district.

HOW COSTS WILL BE FUNDED:

Job Corps students are funded through the Department of Labor, Employment and Training Administration. There is no cost to students.

The district of residence is not responsible for transportation costs.

Any Montana student who chooses to receive educational and/or vocational services at a Montana Job Corps center must be enrolled in his/her school district of residence for purposes of calculating average number belonging (ANB).

METHOD OF REFERRING:

Montana school districts may refer candidates to the Job Corps Admission and Placement Counselors. The Job Corps Admissions Counselor will determine eligibility and the optimum center placement within

the Department of Labor, Region IV. The individual student's vocational and academic needs are taken into consideration in this placement.

ROLES AND RESPONSIBILITIES:

This cooperative agreement applies only to those students who legally enrolled in their school district of residence.

The cooperating school district will review and approve the attained credits offered at the Montana Job Corps center prior to the student's enrollment in this program.

Montana Job Corps centers provide academic, vocational and social skills training preparing students for future employment success through our Career Development Services System.

If a student does not wish to receive a diploma from his/her home high school, he/she will receive the diploma from the individual Montana Job Corps center upon graduation.

DURATION OF MEMORANDUM OF UNDERSTANDING:

The interlocal cooperative agreement is effective for each ensuing fiscal year. Either party to this MOU may request modification. Either partner may withdraw, giving written notice of its intent to withdraw thirty (30) days prior to the ensuing fiscal year of operation.

CONDITIONS OF PARTICIPATION:

Students must meet the Department of Labor guidelines and standards for enrollment in Job Corps. Once, enrolled, students must maintain Department of Labor and Center standards for continued enrollment in the program.

It is understood and supported by all parties that the Job Corps Program has a **zero tolerance policy** concerning violence and drug use. Students must test drug free within 45 days of enrollment into Job Corps. It is understood that any drug related incident, positive drug test, or violent incident on or off the Center may be grounds for termination from the program, subject to Department of Labor and Center policy.

The terms of this agreement will be discussed with each student before they enter into the program by both the school district and the center.

Students who have coverage by medical card, insurance, or through the school or other programs will continue to receive and utilize said coverage. All other medical and dental coverage will be provided by the Center in accordance with Department of Labor guidelines and with the coordination of the Center's medical staff.

No person will on the grounds of race, sex, creed, color, or national origin, be excluded from participation in, be refused the benefits of, or otherwise be subject to discrimination in any activities, programs, training, or employment supported by this agreement.

The parties will not be liable for any damages proximately resulting from the negligence or wrongful acts or omissions of the other part's employees or agents in the performance of this agreement. Each party shall indemnify, defend, and save harmless the other party from any such damage of liability.

SIGNATURES:

_____	_____	_____
Chairperson of the Board of Trustees	Name of School	Date

_____	_____
Anaconda Center Director	Date

_____	_____
Kicking Horse Center Director	Date

_____	_____
Trapper Creek Center Director	Date

JOB CORPS
Success lasts a lifetime!

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

20

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

ITEM TITLE: Approve Assessing Late Charge Penalty for High School Roof Project

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Roofing project was 10 Business Days behind schedule. According to the contract, there is a \$500/day Late Fee subtracted from the Total Contract Fee. This is a total of \$5000 that should be subtracted from the final project assessment.

SUGGESTED ACTION:

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

Specifications:

Section	Title	Pages
Division 1	General Requirements – Bidding Documents	8 plus AIA Doc and Wage Rates
Division 2	Roof Removal and Replacement Work	15
Division 3	Concrete	8
Division 5	Metal	4
Division 6	Wood	4
Division 7	Thermal and Moisture Protection	24
Division 8	Doors and Windows	2
Division 9	Finishes	7
Division 15	Mechanical	5
Division 16	Electrical	1

.3 addenda prepared by the Architect as follows:

Number	Date	Pages
#1	2-17-17	3
#2	2-23-17	1

.4 written orders for changes in the Work issued after execution of this Agreement; and

.5 other documents, if any, identified as follows:

None

ARTICLE 2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

The number of calendar days available to the Contractor to substantially complete the Work is the Contract Time. The date of commencement of the Work shall be the date of this Agreement unless otherwise indicated below. The Contractor shall substantially complete the Work, no later than Friday, August 11, 2017 subject to adjustment as provided in Article 10 and Article 11.

Work to commence on or before Tuesday May 30, 2017 and upon receipt of a written Notice To Proceed. Bidder must pay as liquidated damages the sum of \$500 for each consecutive calendar thereafter the above Construction Deadline.

ARTICLE 3 CONTRACT SUM

§ 3.1 Subject to additions and deductions in accordance with Article 10, the Contract Sum is:

Three Hundred Twenty-seven Thousand Nine Hundred Eighteen Dollars and Zero Cents (\$ 327,918.00)

The Contract sum, as mutually agreed upon, is a result of negotiation between Owner and the Bidder.

§ 3.2 For purposes of payment, the Contract Sum includes the following values related to portions of the Work:

(Paragraph deleted)

Portion of Work

Schedule of Values to be submitted and prior approved.

§ 3.3 Unit prices, if any, are as follows:

(Paragraph deleted)

Item	Units & Limitations	Price per Unit (\$0.00)
Unit Cost A – Replace unsuitable Roof/Fascia wood decking	Per Square Foot	\$ 4.06
Unit Cost B – Replace existing Unidentified Fascia boards	Per Linear Foot	\$ 5.23
Unit Cost C – Patch/Repair existing metal gutter system beyond that shown.	Per Linear Foot	\$24.66

§ 3.4 Allowances included in the Contract Sum, if any, are as follows:

(Paragraph deleted)

Init.

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User Notes:

ARTICLE 11 TIME

§ 11.1 Time limits stated in the Contract Documents are of the essence of the Contract.

§ 11.2 If the Contractor is delayed at any time in progress of the Work by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control, the Contract Time shall be subject to equitable adjustment.

ARTICLE 12 PAYMENTS AND COMPLETION

§ 12.1 CONTRACT SUM

The Contract Sum stated in the Agreement, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 12.2 APPLICATIONS FOR PAYMENT

§ 12.2.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment for Work completed in accordance with the values stated in the Agreement. Such Application shall be supported by data substantiating the Contractor's right to payment as the Owner or Architect may reasonably require. Payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment stored, and protected from damage, off the site at a location agreed upon in writing.

§ 12.2.2 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment, all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or other encumbrances adverse to the Owner's interests.

§ 12.3 CERTIFICATES FOR PAYMENT

The Architect will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in whole or in part.

§ 12.4 PROGRESS PAYMENTS

§ 12.4.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner provided in the Contract Documents.

§ 12.4.2 The Contractor shall promptly pay each subcontractor and supplier, upon receipt of payment from the Owner, an amount determined in accordance with the terms of the applicable subcontracts and purchase orders.

§ 12.4.3 Neither the Owner nor the Architect shall have responsibility for payments to a subcontractor or supplier.

§ 12.4.4 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the requirements of the Contract Documents.

§ 12.5 SUBSTANTIAL COMPLETION

§ 12.5.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended use.

§ 12.5.2 When the Work or designated portion thereof is substantially complete, the Architect will make an inspection to determine whether the Work is substantially complete. When the Architect determines that the Work is substantially complete the Architect shall prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, shall establish the responsibilities of the Owner and Contractor, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

Init.

§ 8.12 INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.

ARTICLE 9 ARCHITECT

§ 9.1 The Architect will provide administration of the Contract as described in the Contract Documents. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 9.2 The Architect will visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the Work.

§ 9.3 The Architect will not have control over or charge of, and will not be responsible for, construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility. The Architect will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents.

§ 9.4 Based on the Architect's observations and evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor.

§ 9.5 The Architect has authority to reject Work that does not conform to the Contract Documents.

§ 9.6 The Architect will promptly review and approve or take appropriate action upon Contractor's submittals, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 9.7 The Architect will promptly interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request from either the Owner or Contractor.

§ 9.8 Interpretations and decisions of the Architect will be consistent with the intent of and reasonably inferable from the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ 9.9 The Architect's duties, responsibilities and limits of authority as described in the Contract Documents shall not be changed without written consent of the Owner, Contractor and Architect. Consent shall not be unreasonably withheld.

ARTICLE 10 CHANGES IN THE WORK

§ 10.1 The Owner, without invalidating the Contract, may order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly in writing. If the Owner and Contractor cannot agree to a change in the Contract Sum, the Owner shall pay the Contractor its actual cost plus reasonable overhead and profit.

§ 10.2 The Architect will have authority to order minor changes in the Work not involving changes in the Contract Sum or the Contract Time and not inconsistent with the intent of the Contract Documents. Such orders shall be in writing and shall be binding on the Owner and Contractor. The Contractor shall carry out such orders promptly.

§ 10.3 If concealed or unknown physical conditions are encountered at the site that differ materially from those indicated in the Contract Documents or from those conditions ordinarily found to exist, the Contract Sum and Contract Time shall be subject to equitable adjustment.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

21

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2017-2018 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Jennifer Peterson

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2017-2018 School Year as listed below *(All approved substitutes are approved pending the results of their background check):

Substitute Teacher/Aide List:

Verna Hughes
Brett Thackeray
Joan Gill
Denny Irwin
Anjeanette Haas
Jeannie Rickert
Erika Sukstorf
Jacob Marshall
Marie E. Kuhlmann
James Zauche, Jr.
Bridgett Johnson
Candis Gray

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2017-2018 School Year

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

09/11/2017

Agenda Item No.

22

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

☐ Action - Consent

☒ Action - Indiv.

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Thom Peck

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						
Thompson						
Southworth						
Vantassel						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday September 11, 2017

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
DRISSELL, Paula	Assistant Speech & Drama Coach	Fergus High School	Approve appointment on schedule--(0.75 x \$33,231.00) \$2,492.33	9/11/2017	Jim Daniels	
HARRIS, Jaime	Food Server/Kitchen Aide	Highland Park	Approve appointment on schedule--FOOD SERVER/KITCHEN AIDE Step 0, Food server 5 days per week for 3.75 hours, Kitchen aide 5 days per week for 3 hours (Total 33.75 hours)	9/6/2017	Amie Friesen	Revised Contract
STICKEL, Abigail	Custodian	Fergus High School	Approve appointment on schedule--MAINT II Step 0 for up to 6 hours per day for up to 210 days for the 2017-2018 FY.	9/11/2017	Randy Barber	Replacing Robert Peterson
GOODWIN, Rachel	Assistant Cheerleading Coach	Fergus High School	Approve appointment on schedule--(.074 x \$33,231.00) \$2,459.09	9/11/2017	Jim Daniels	
PIERCE, Tony	Volunteer Golf Coach	Fergus High School	Volunteer position; no contract	9/11/2017	Jim Daniels	See memo.
PIERCE, Lisa	Volunteer Golf Coach	Fergus High School	Volunteer position; no contract	9/11/2017	Jim Daniels	See memo.
DECOCK, Adrienna	Volunteer Volleyball Coach	Fergus High School	Volunteer position; no contract	9/11/2017	Jim Daniels	See memo.
OLSON, Tara	Volunteer Volleyball Coach	Fergus High School	Volunteer position; no contract	9/11/2017	Jim Daniels	See memo.
DUBBS, Kyle	Volunteer Football Coach	Fergus High School	Volunteer position; no contract	9/11/2017	Jim Daniels	See memo.
MARSHALL, Jacob	Volunteer Cross Country Coach	Fergus High School	Volunteer position; no contract	9/11/2017	Jim Daniels	See memo.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday September 11, 2017

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
FELLER, VIC	Zero Hour Weight Training Coach	Fergus High School	Approve appointment on schedule--(.040 x \$33,231.00) \$1,329.24	9/11/2017	Jeff Elliot	See memo.
GOODWIN, Rachel	Head Cheerleading Coach	Junior High School	Approve appointment on schedule--(.030 x \$33,231.00) \$996.93	9/11/2017	Tim Majerus	
PETERSON, Robert	Custodian	Fergus High School	Accept Letter of Resignation	9/11/2017		See attached letter.
WATSON, Jade	Mechanic	Bus Barn	Accept Letter of Resignation	9/11/2017		See attached letter.
BLACKADAR, Leslie	Food Server/Kitchen Aide	Garfield	Approve appointment on schedule--FOOD SERVER/KITCHEN AIDE Step 1, Food server 5 days per week for 2.5 hours, Kitchen aide 2.5 days per week for 3 hours (Total 20 hours)	9/7/2017	Amie Friesen	Revised Contract
MARTIN, Rachel	Food Server/Kitchen Aide	Highland Park	Resignation via text	9/6/2017		



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

volunteer coaches

1 message

Jim Daniels <jdaniels@lewistown.k12.mt.us>

Mon, Aug 21, 2017 at 8:16 AM

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

Jennifer,

Please put down the following for volunteer coaches this fall:

Golf- Tony Pierce, Lisa Pierce

Volleyball- Adrienna DeCock

Football- Kyle Dubbs

Cross Country- Jacob Marshall

Thanks-have a great day!

Jim



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

Re: September Board Meeting

1 message

Jim Daniels <jdaniels@lewistown.k12.mt.us>

Thu, Aug 31, 2017 at 2:17 PM

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

Also, could you add Tara Olson to the volunteer vb coach list.
Thanks!

On Thu, Aug 31, 2017 at 2:12 PM, Jennifer Peterson <jennifer.peterson@lewistown.k12.mt.us> wrote:
Hi Jim,

Please let them know that they will need to be there on Monday, September 11, 2017 at 6 p.m. in the Lincoln Board Room. Thanks for letting me know about the golf teams! Have a super afternoon. See you soon.

Jennifer



Jennifer Peterson <jennifer.pet

Zero Hour Weight Training Stipend

1 message

Rebekah Rhoades <rrhoades@lewistown.k12.mt.us>

Mon, Aug 21, 2017 at 3:46 PM

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

Cc: Vic Feller <vfeller@lewistown.k12.mt.us>, Jeff Elliott <jelliott@lewistown.k12.mt.us>, Jeff Friesen <jfriesen@lewistown.k12.mt.us>

Jennifer,

Please add the approval of Vic Feller for the zero hour Weight Training Stipend for the 2017-2018 school year at a rate of .040 x \$33,231 = \$1,329.24 to the September Board Agenda personnel report. Thank you!

Rebekah Rhoades
Business Manager/District Clerk
Lewistown Public Schools
215 7th Ave South
Lewistown, MT 59457

406-535-8777 x116
406-535-7292 (fax)

9/2/2017

Mr. Tom Blackadar,
Head Custodian,
Fergus High School.

Dear Mr. Blackadar,

Please treat this as
my official notice of my
resignation from my
position as janitor at
Fergus High School.

I will give a 2 week
notice, my keys are on
your desk, if you want
me to work I will
come to work for 2 weeks
only starting Thursday
September 7th 2017.

Sincerely,

Lee Peterson

Jade L. Watson
264 Maple St.
Lewistown, Mt 59457
09/06/2017

Steve Klippenes
Transportation Director
Lewistown Public School Board
215 7th Ave. North
Lewistown, Mt 59457

Dear Steve and Board Members:

It is with regret that I tender my resignation from the District One Transportation Mechanic Position effective 09/15/2017.

I am grateful for having the opportunity to serve as assistant mechanic for this past Year, and my best wishes for continued success, and in finding a replacement person for my position.

Sincerely,

Jade L. Watson
Mechanic

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
2017-2018 SCHOOL CALENDAR**

A. Pupil Instruction

First Semester					89 Days	Second Semester					90 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug	24 -- Aug	25	2		First Week	Jan	22 -- Jan	26	5	
Second Week	Aug	28 -- Sept	1	5		Second Week	Jan	29 -- Feb	2	5	
Third Week	Sept	5 -- Sept	8	4		Third Week	Feb	5 -- Feb	9	5	
Fourth Week	Sept	11 -- Sept	15	5		Fourth Week	Feb	12 -- Feb	16	5	
Fifth Week	Sept	18 -- Sept	22	5		Fifth Week	Feb	19 -- Feb	22	4	
Sixth Week	Sept	25 -- Sept	29	5		Sixth Week	Feb	26 -- Mar	2	5	
Seventh Week	Oct	2 -- Oct	6	5		Seventh Week	Mar	5 -- Mar	9	5	
Eighth Week	Oct	9 -- Oct	13	5		Eighth Week	Mar	12 -- Mar	16	5	
Ninth Week	Oct	16 -- Oct	18	3		Ninth Week	Mar	19 -- Mar	23	5	
Tenth Week	Oct	23 -- Oct	27	5							44
					44						
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct	30 -- Nov	1	3		First Week	Mar	26 -- Mar	29	4	
Second Week	Nov	6 -- Nov	10	5		Second Week	Apr	3 -- Apr	6	4	
Third Week	Nov	13 -- Nov	17	5		Third Week	Apr	9 -- Apr	13	5	
Fourth Week	Nov	20 -- Nov	21	2		Fourth Week	Apr	16 -- Apr	20	5	
Fifth Week	Nov	27 -- Dec	1	5		Fifth Week	Apr	23 -- Apr	27	5	
Sixth Week	Dec	4 -- Dec	8	5		Sixth Week	Apr	30 -- May	4	5	
Seventh Week	Dec	11 -- Dec	15	5		Seventh Week	May	7 -- May	11	5	
Eighth Week	Dec	18 -- Dec	20	3		Eighth Week	May	14 -- May	18	5	
Ninth Week	Jan	3 -- Jan	5	3		Ninth Week	May	21 -- May	25	5	
Tenth Week	Jan	8 -- Jan	12	5		Tenth Week	May	29 -- May	31	3	
Eleventh Week	Jan	16 -- Jan	19	4							46
					45						

Totals

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

August 22-23	PIR	2.00
October 19-20	Staff Development Days - Teachers Convention	2.00
November 1-2	Parent Teacher Conferences (Evening on Nov 1, All Day on Nov 2)	1.50
January 15	PIR	1.00
March 27	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 4	Labor Day
October 19-20	Fall Vacation (Teachers - Convention)
November 2	Parent Teacher Conferences (Vacation Day for Students)
November 3	Vacation Day
November 22-24	Thanksgiving Vacation
December 21-January 2	Winter Break
January 15	PIR (Vacation day for Students)
February 23	Vacation Day
March 30-April 2	Spring Break
May 28	Memorial Day

