

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**

215 7<sup>th</sup> Avenue South  
Lewistown, Montana 59457

**MONDAY, June 11, 2018**

**REGULAR BOARD MEETING**

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

1. Roll Call
2. Pledge of Allegiance
3. Motion to Set Agenda
4. Report—Committees of the Board
5. Calendar Items, Concerns, Correspondence, Etc.
6. Report—Investment
7. Report—Superintendent

**PUBLIC PARTICIPATION**

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

**ACTION ITEMS**

**MINUTES**

9. Minutes of the May 14, 2018, Regular Board Meeting

**APPROVAL OF CLAIMS**

10. Claims

**INDIVIDUAL ITEMS**

11. Approve Extension of Grass Range Bus Route into the Lewistown School District
12. Approve Extension of Lewistown Bus Route into the Grass Range School District
13. Approve Extension of Moore Bus Route into the Lewistown School District
14. Approve Extension of Winifred Bus Routes into the Lewistown School District
15. Approve Request to Transfer Money from the Elementary and High School General Fund(s) to the Respective Compensated Absences Fund(s)
16. Approve Request to Transfer Money from the Elementary and High School General Fund(s) to the Interlocal Fund
17. Approve Voiding Outdated Stale Warrant Claims
18. Approve Individual Transportation Contract for the Elementary District
19. Approve Second Semester Claim for Individual Contract Bus Reimbursement
20. Approve Second Semester Elementary and High School Claims for Bus Reimbursement
21. Approve Fergus High School Student Activity Account Changes
22. Second Reading—Board Policy #3224 – Student Dress
23. First Reading – Board Policy #2309 – Library Materials
24. First Reading – Board Policy #2309P – Procedures for Reconsideration of Challenged Materials
25. First Reading – Board Policy #2314 – Learning Materials Review
26. Approve Additions to the Substitute List for the 2017-2018 School Year
27. 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/266>*

## **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

06/11/2018

Agenda Item No.

4

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.

**The Trustees need to sign up for committees for the 2018-2019 School Year.**

**SUGGESTED ACTION:** Informational

☒ Additional Information Attached

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	1	X						
Vocational Advisory Council	1						X	
Gaining	3		X			X	X	
Finance (April - June 2018)	3	X			X			X

**STANDING COMMITTEES OF THE BOARD**  
**2018-2019 School Year**

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

**OTHER COMMITTEES WITH BOARD REPRESENTATION**  
**2018-2019 School Year**

Committee	Number on Comm.	CJ Bailey	Kris Birdwell	Phil Koterba	Jeff Southworth	Jennifer Thompson	Stephen Vantassel	Monte Weeden
Activities	2							
Curriculum Committees:								
Science	1							
Social Studies	1							
Health Insurance Program	2							
School Calendar	1							
Vocational Advisory Council	1							
Gaining	3							
Finance (July - September 2018)	3							

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

5

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.

Public Records Request Letter

**SUGGESTED ACTION:**

☒ Additional Information Attached

**NOTES:**

Pursuant to the Public Records Act, this is a request for a copy of the following records: An electronic copy of any and all employees for year of 2017, (fiscal or calendar year). Each employee record should contain the employer name, employer zip code, year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title. This data should be broken down by employer, employee and year.

The principal purpose of this is to make this information more accessible to the public and to access and disseminate information regarding the health, safety, and welfare of the general public. This request is not principally for personal or commercial benefit. Our agency is just exercising the general rights of the public. For these reasons, we are requesting a waiver of fees. If there is a charge for this service, please obtain my approval in writing prior to proceeding with request.

All documents can be e-mailed to Montana@OpenTheBooks.com or mailed in electronic format (preferred format would be .csv or .xls). If any documents are not provided in the format specified, please provide the state or federal statutes relied upon for that decision. If any record or portion of a record responsive to this request is contained in a record or portion of a record deemed unresponsive to the request, I would like to inspect the entire document. Under the Open Records Act/Freedom of Information Act, all non-exempt portions of any partially-exempt documents must be disclosed. If any

[https://mail.google.com/mail/u/0/?ui=2&ik=60da97ecc0&jsver=-dxVNc9Y02g.en.&cbl=gmail\\_fe\\_180516.06\\_p8&view=pt&search=inbox&th=163cc6d06b453dde&si](https://mail.google.com/mail/u/0/?ui=2&ik=60da97ecc0&jsver=-dxVNc9Y02g.en.&cbl=gmail_fe_180516.06_p8&view=pt&search=inbox&th=163cc6d06b453dde&si)

6/6/2018

Lewistown Public Schools Mail - New Public Records Act - School District of Lewistown Elementary School submitted on 05/25/2018

records or portions of records are withheld, please state the exemption on which you rely, the basis on which the exemption is invoked, and the name of the individual responsible for the decision.

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please e-mail me at Montana@OpenTheBooks.com.

Sincerely,

Rachel Vogel  
American Transparency  
P.O. Box 970999  
Boca Raton, FL 33497-0999

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

6

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent Prepared By: Rebekah Rhoades

**SUMMARY:**

Interest earned and distributed for May 2018 was not available at the time of posting.

**SUGGESTED ACTION:** Informational

☐ Additional Information Attached

NOTES:



**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

7

**ITEM TITLE:** REPORT—SUPERINTENDENT

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

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**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
- ❖ New Administrative Assignments
- ❖ FHS Student Body Officers: President – Tanner Trafton, VP – Grady Gilpatrick, Treasurer – Ashley Brand, Secretary – Megan Honeycutt \*Class Officer Elections are in the Fall
- ❖ Spring Sports GPA: Softball = 3.896, Boys Track = 3.496, Girls Track = 3.722
- ❖ Summer Maintenance
- ❖ Technology Plan
- ❖ Profile of a Graduate/Future Ready
- ❖ 2015-2020 Goals and Strategic Objectives-Review for July
- ❖ Summer Conferences and August 20-22 PIR
- ❖ Graduation Reflections
- ❖ Superintendent Evaluation

**SUGGESTED ACTION:** Informational

☒ **Additional Information Attached**

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## ADMINISTRATIVE ASSIGNMENTS

2018 - 2019

### ASSIGNMENTS

Activities	Friesen (Coordinator)
Assessment	Peck
Calendar	Lewis
Collective Gaining	Lewis
Construction Academy	Peck/Friesen
Curriculum	Dubbs
Drug/Alcohol	Majerus
Federal Programs	Peck/Rhoades/Friesen
Guidance	Dubbs
Homeless/Foster Coordinator	Majerus
IMC	Rhoades
Indian Education For All	Peck
Instructional Technology	Wirtzberger/Baldwin/Friesen/Dubbs
Insurance	Dubbs
Library	Friesen
MBI/RTI---MTSS	Lewis/Ventresca/Majerus
Music	Majerus
Newspaper/Press Releases	Wirtzberger
Nursing/Health	Wirtzberger
Physical Education	Ventresca
PIR Days/Staff Development	Lewis/Rice/Peck
Risk Assessment	Rice/Ventresca/Majerus/Peck/SRO
School Pictures	Lewis
School Safety	SRO/Admin
Section 504	Rice
Special Education	Rice
EOCM	Peck/Rhoades
Title I	Peck
Title IX	Majerus
Vocational	Friesen

## Lincoln

### Short-term:

Wall for Bobbie's Office  
New Window Shades  
Paint Exterior Trim  
FOB for Exterior & Glass Doors  
Security Cameras  
Replace Ceiling Tiles

\$1,000.00	Summer 2018
\$1,500.00	Spring/Summer 2018
\$300.00	Spring/Summer 2018
\$5,000.00	Summer 2019
\$3,500.00	Summer 2023
<u>\$2,500.00</u>	Summer 2019
\$13,800.00	

### Long-term:

Lighting  
Replace Exterior Windows  
Replace Sidewalks  
AC/Improved Ventilation in Kitchen  
Replace Boilers  
New unit heaters  
New flooring w/asbestos abatement  
Relocate/redesign freight dock

\$70,000.00	Summer 2018
\$12,000.00	Summer 2019
\$30,000.00	Summer 2020
\$30,000.00	Summer 2021
\$60,000.00	Summer 2023
\$60,000.00	Summer 2023 (w/boiler)
\$30,000.00	Summer 2023
<u>\$300,000.00</u>	Summer 2028
\$592,000.00	

## Garfield

### Short-term:

Improve Ventilation in Kitchen  
Paint Hallways  
Paint Classrooms (1-2 per year)  
Hallway Entrance to Quiet Room  
Security Cameras  
FOB System (exterior)  
Redo all interior keying

\$4,000.00	Summer 2018
\$1,000.00	Summer 2018
\$1,000.00	Summer 2019
\$1,000.00	Summer 2018
\$3,500.00	Summer 2019
\$5,000.00	Summer 2020
<u>\$6,000.00</u>	Summer 2020
\$21,500.00	

Long-term:	
Lighting	\$82,000.00 Summer 2018
Replace Exterior Windows	\$80,000.00 Summer 2023
Upgrade Fire Alarm control panel	\$15,000.00 Summer 2028
Fire Doors on Classrooms	\$30,000.00 Summer 2028
Replace Boilers	\$100,000.00 Summer 2028
Replace Roof	\$400,000.00 Summer 2028
Expand Sprinkler System	\$15,000.00 Summer 2028
Remove Exterior Classroom Doors	\$30,000.00 Summer 2028
	<hr/> \$752,000.00

## Highland Park

Short-term:	
Sand & Paint Front Handrails/Entryway	\$200.00 Summer 2018
Paint Hallways	\$1,000.00 Summer 2019
Paint Classrooms (1-2 per year)	\$1,000.00 Summer 2018
Upgrade Gutters	\$1,000.00 Summer 2018
Repair Brick Retaining Wall	\$3,000.00 Summer 2019
Secure Server Area by kitchen	\$2,000.00 Summer 2020
Remove doors on lockers	\$500.00 Summer 2020
Classroom remodel/partition wall (1 room)	\$2,000.00 Summer 2018
Security Cameras	\$3,500.00 Summer 2019
FOB System (exterior)	\$5,000.00 Summer 2020
Replace/Repair Milk Cooler	\$4,000.00 Summer 2018
	<hr/> \$23,200.00

Long-term:	
Lighting	\$93,000.00 Summer 2018
Remove Exterior Classroom Doors	\$30,000.00 Summer 2020
Playground Drainage	\$80,000.00 Summer 2023
Replace Exterior Windows	\$80,000.00 Summer 2023
Replace 2 Exterior Doors	\$20,000.00 Summer 2028
Upgrade Fire Alarm control panel	\$15,000.00 Summer 2028
Replace Boilers	\$100,000.00 Summer 2028

Classroom remodel/partition walls in remaining rooms	\$10,000.00	Summer 2028
Replace Roof	\$150,000.00	Summer 2028
Expand Sprinkler System	\$15,000.00	Summer 2028
	<u>\$593,000.00</u>	

### Lewis & Clark

#### Short-term:

Replace front office counter	\$800.00	Summer 2019
Paint Classrooms (1-2 per year)	\$1,000.00	Summer 2018
Replace pressure tanks in boiler room	\$4,000.00	Summer 2020
Replace Carpet on dividers with cork board (1 room)	\$500.00	Summer 2018
FOB System (exterior)	\$5,000.00	Summer 2020
Security Cameras	\$3,500.00	Summer 2019
Replace Carpet on dividers with cork board (all rooms)	\$7,000.00	Summer 2019
	<u>\$21,800.00</u>	

#### Long-term:

Lighting	\$97,000.00	Summer 2018
Elevator - Upgrade to larger/open to gym	\$30,000.00	Summer 2019
Replace Exterior Windows	\$80,000.00	Summer 2023
Playground Drainage	\$50,000.00	Summer 2028
Replace Exterior Brick on Gym Wall	\$50,000.00	Summer 2028
Remodel Delivery Door Entrance	\$40,000.00	Summer 2028
Remove Grease Trap/Replace Floor (abatement)	\$25,000.00	Summer 2028
Replace Roof	\$150,000.00	Summer 2028
Gym Addition	\$500,000.00	Summer 2028
Water Lines Under Building	\$15,000.00	Summer 2028
Addition of Parking Lot for Staff	\$200,000.00	Summer 2028
	<u>\$1,237,000.00</u>	

#### Other Items to Consider:

Water Lines Under Building

### Junior High School

Short-term:

Window Shades - South Side	\$20,000.00	Summer 2018
Paint Classrooms (1-2 per year)	\$1,000.00	Summer 2018
New Carpet in Mrs. Miller's room	\$2,500.00	Summer 2018
Remove Sound Panels	\$0.00	Summer 2018
Repaint Auditorium	\$5,000.00	Summer 2019
FOB System (exterior)	\$5,000.00	Summer 2020
Security Cameras	\$10,000.00	Summer 2019
Replace orange lockers with Storage	\$5,000.00	Summer 2020
Remove Stair Lift	\$0.00	Summer 2018
Replace Office Window Slider Door	\$5,000.00	Summer 2020
	<u>\$53,500.00</u>	

Long-term:

Lighting	\$156,000.00	Summer 2018
Balcony Railing in Auditorium	\$10,000.00	Summer 2023
Gym Exterior Door and Landing	\$15,000.00	Summer 2028
Auditorium Storage Door out of Hallway	\$1,200.00	Summer 2023
Replace Delivery Door	\$6,000.00	Summer 2023
Replace back door in basement	\$3,000.00	Summer 2028
Move Science Room	\$60,000.00	Summer 2028
Upgrade electrical	\$200,000.00	Summer 2028
Fill lower auditorium	\$20,000.00	Summer 2028
	<u>\$471,200.00</u>	

Other Items to Consider:

Plaster repair  
Update plumbing  
2nd Floor "Void" Space

**Fergus High School**

Short-term:

Replace counter/sinks in Women's bathroom	\$3,500.00	Summer 2019
Paint Classrooms (1-2 per year)	\$1,000.00	Summer 2019
Move outside auditorium steps/add wheelchair ramp	\$8,000.00	Summer 2023

Slider for office door	\$3,000.00	Summer 2023
Finish sidewalks out front	\$10,000.00	Summer 2023
Add slider door to teacher's entrance	\$6,000.00	Summer 2023
Expand sprinkler system	\$15,000.00	Summer 2033
Security Cameras	\$8,000.00	Summer 2019
	<u>\$54,500.00</u>	

Long-term:

Lighting	\$393,000.00	Summer 2018
New frames and doors on exterior (auxiliary only)	\$20,000.00	Summer 2023
Replace lower bleachers	\$180,000.00	Summer 2023
Replace cable drives on basketball hoops	\$15,000.00	Summer 2023
Replace Windows & Metal Panels in Cafeteria	\$15,000.00	Summer 2023
Replace Windows & Metal Panels in Library	\$15,000.00	Summer 2028
Roof by serving area	\$60,000.00	Summer 2028
Replace Classroom Heat Pumps (27)	\$200,000.00	Summer 2028
Replace HVAC System Heat Pumps (8)	\$200,000.00	Summer 2028
Expand teacher parking lot by tennis courts	\$150,000.00	Summer 2033
Remodel front entrance driveway	\$200,000.00	Summer 2033
Redo asphalt and drainage behind gym	\$200,000.00	Summer 2033
Concessions & restrooms at Football field	\$250,000.00	Summer 2033
Level band room floor	\$80,000.00	Summer 2033
	<u>\$1,978,000.00</u>	

Other Items to Consider:

FOB System (exterior)

Replace lower bleacher drives vs new bleachers

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

8

**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:** \_\_\_\_\_

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**SUMMARY:**

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

**SUGGESTED ACTION:**

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☐ **Additional Information Attached**

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**NOTES:**



LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/011/2018

Agenda Item No.

9

ITEM TITLE: MINUTES

Requested By: Board of Trustees Prepared By: Rebekah Rhoades

**SUMMARY:**

The following minutes are attached for your approval:

- Minutes of the May 14, 2018, Regular Board Meeting

**SUGGESTED ACTION:** Approve Minutes as Presented

☒ Additional Information Attached

**NOTES:**

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

**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**Lincoln Board Room**

215 7<sup>th</sup> Ave South  
Lewistown, Montana 59457

**MONDAY, May 14, 2018**

**OATH OF OFFICE (6:00 p.m.)**

RHONDA LONG, FERGUS COUNTY SUPERINTENDENT OF SCHOOLS,  
ADMINISTERED THE OATH OF OFFICE TO:  
OATH OF OFFICE TO CJ BAILEY AND MONTE WEEDEN

**ORGANIZATION MEETING**

1.     **CALL TO ORDER**  
          Superintendent Thom Peck called the Organizational Meeting to order.
2.     **ROLL CALL**  
          **TRUSTEES PRESENT:**  
              CJ Bailey, Phil Koterba, Jennifer Thompson, Monte Weeden, Kris Birdwell,  
              Stephen Vantassel  
          **TRUSTEES ABSENT:**  
              Jeff Southworth  
          **STAFF PRESENT:**  
              Superintendent Thom Peck, Business Manager/District Clerk Rebekah  
              Rhoades, Chris Hildebrant—LEA President, Karl Ortman, and Luke  
              Brandon.  
          **OTHERS PRESENT:**  
              Joe Zahler—KXLO Radio, Doreen Heintz—Lewistown News-Argus, Rhonda  
              Long—County Superintendent of Schools, Tom Wojtowick and other interested  
              parties.
3.     **CALL FOR NOMINATIONS AND ELECTION OF CHAIR**  
          Superintendent Thom Peck, called for nominations for Board Chair. Trustee  
          Weeden nominated Phil Koterba, seconded by Trustee Thompson. No other  
          nominations were made. Motion carried unanimously.
4.     **CALL FOR NOMINATIONS AND ELECTION OF VICE-CHAIR**  
          Superintendent Thom Peck, called for nominations for Board Vice-Chair.  
          Trustee Birdwell nominated CJ Bailey for Vice Chair, seconded by Trustee  
          Koterba. No other nominations were made. The motion carried  
          unanimously.
5.     **APPOINTMENT OF THE DISTRICT CLERK**  
          Trustee Thompson moved to nominate Rebekah Rhoades as District Clerk,  
          seconded by Trustee Bailey. The motion carried unanimously.

**ADJOURNMENT (6:04pm)**

## **REGULAR BOARD MEETING**

### **CALL TO ORDER (FOLLOWING THE ORGANIZATIONAL MEETING)**

1. ROLL CALL  
TRUSTEES PRESENT:  
CJ Bailey, Phil Koterba, Jennifer Thompson, Monte Weeden, Kris Birdwell, Stephen Vantassel  
TRUSTEES ABSENT:  
Jeff Southworth  
STAFF PRESENT:  
Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades, Chris Hildebrant—LEA President, Karl Ortman, Luke Brandon, Tim Majerus and Bobbie Atchison.  
OTHERS PRESENT:  
Joe Zahler—KXLO Radio, Doreen Heintz—Lewistown News-Argus, Tanner Trafton—Student Representative, Tom Wojtowick and other interested parties.
2. PLEDGE OF ALLEGIANCE  
The group recited the Pledge of Allegiance.
3. Motion to Set the Agenda – approved unanimously (Bailey/Thompson)
4. REPORT—STUDENT REPRESENTATIVE  
Tanner Trafton, Student Representative to the Board, updated the Board on happenings at Fergus High School.
5. REPORT—LEA  
The Lewistown Education Association (LEA) updated the Board of Trustees on the activities and happenings for their organization. Luke Brandon will be the LEA President for FY2018-2019.
6. REPORT—COMMITTEES OF THE BOARD  
No committees have met.
7. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.  
A grievance was filed on Friday, May 9, 2018 against the School District and Thom is working with MTSBA.  
  
Mr. Peck distributed information on the following:
  - NAEP Testing that will take place in 2018-2019.
  - Information from Port Authority regarding “Soft Skills” training.
  - Montana Quality Education Coalition membership – The District has not participated in this coalition in the past and the recommendation is not to participate
8. REPORT—BUDGET UPDATE  
Rebekah Rhoades, Business Manager/District Clerk, updated the Board of Trustees regarding some preliminary information regarding the 2018-2019 General Fund Budgets.
9. REPORT—INVESTMENT  
Interest earned and distributed for April 2018, was reported with \$3,174.10 in the elementary funds and \$2,655.77 in the high school funds for a total of \$5,829.87.
10. REPORT—SUPERINTENDENT  
Superintendent Peck updated the Board of Trustees on staffing throughout the District. Malmstrom Air Force Base donated 30 laptops and 60 desktops to the School District. Garfield Elementary received a \$22,000 grant from Phillips 66 for Chromebooks and a 3-D printer. Construction Academy recently completed a playhouse for a Head Start raffle and the Tiny House will be done in the next few weeks and is available for sale. Mr. Peck and Port Authority are working to obtain matching funds for a Fergus High School job coach program. There is

currently discussion regarding remodeling of the FHS Weight Room/Wrestling Room/Training Room. Mr. Peck requested that the Board evaluate him again in June. The Board decided to do an informal evaluation in June and complete the formal evaluation in December as usual. Mr. Peck asked the Board for feedback on the District Retirement Dinner and the Board agreed to continue this tradition. Kris Birdwell, Jeff Southworth and Monte Weeden will hand out diplomas at Graduation. Central Office staff will start the summer schedule on June 6, 2018, working four 10-hour days, Monday-Thursday. Mr. Peck updated the Board on dates of various events taking place throughout the District. Business Manager Rebekah Rhoades spoke to the Trustees regarding their option to participate in the District Health Insurance.

## **PUBLIC PARTICIPATION**

### **11. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS**

Tom Wojtowick spoke to the Board regarding the music programs in the District and what he heard on the radio from Thom Peck. He would like the Board to consider the opinion of those employees with the most knowledge, as he does not feel that they were approached in this way. Mr. Wojtowick is disappointed in Mr. Peck and stated he wished his term was coming to an end.

## **ACTION ITEMS MINUTES**

### **12. MINUTES OF THE APRIL 9, 2018, REGULAR BOARD MEETING MINUTES OF THE APRIL 30, 2018, SPECIAL BOARD MEETING – approved unanimously with the amendment to change the header on the Special Board Meeting to read Special instead of Regular (Birdwell/Thompson).**

## **APPROVAL OF CLAIMS**

### **13. CLAIMS – the claims referenced in the 2017-2018 Bill Schedule and submitted through May 11, 2018, were approved unanimously (Koterba/Weeden). The Finance Committee for April – June 2018 is Board Chair Phil Koterba, CJ Bailey, Monte Weeden and Jeff Southworth.**

## **INDIVIDUAL ITEMS**

- 14. APPROVE REVISIONS TO THE GIRLS SOFTBALL/BOYS CROSS COUNTRY MEMORANDUM OF UNDERSTANDING – approved unanimously (Birdwell/Thompson).**
- 15. APPROVE CONTRACTING WITH THE FERGUS COUNTY CLERK AND RECORDER'S OFFICE TO ACT AS ELECTION ADMINISTRATOR FOR SCHOOL ELECTIONS – approved unanimously (Weeden/Bailey).**
- 16. APPROVE ISSUING CONTRACTS FOR THE CLASSIFIED STAFF FOR THE 2018-2019 SCHOOL YEAR – See Exhibit A – 6 votes in favor, 1 abstention (Birdwell) (Bailey/Weeden).**
- 17. APPROVE ISSUING CONTRACTS FOR THE CLASSIFIED AND CERTIFIED ADMINISTRATORS FOR THE 2018-2019 SCHOOL YEAR – See Exhibit B – approved unanimously (Birdwell/Bailey)**
- 18. APPROVE FERGUS COUNTY INVESTMENT RESOLUTION – 6 votes in favor, 1 against (Vantassel) (Bailey/Thompson).**
- 19. APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY – approved unanimously (Weeden/Bailey).**
- 20. APPROVE FIRST READING—BOARD POLICY #3224 – STUDENT DRESS – 6 votes in favor, 1 against (Vantassel) (Bailey/Thompson).**
- 21. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2017-2018 SCHOOL YEAR – approved unanimously (Bailey/Thompson).**

22. APPROVE PERSONNEL REPORT WITH THE ADDITION OF MARIAH PATTERSON AS THE JUNIOR HIGH ASSISTANT TRACK COACH– See Exhibit C –approved unanimously (Thompson/Weeden).

Luke Brandon stated that the Art/Social Studies position that was posted and filled to replace Krystal Ferguson has been filled as only an Art position.

#### **ADJOURNMENT**

The meeting was adjourned at 7:24 p.m. The next regular meeting will be held at 6:00 p.m. on Monday, June 11, 2018, at the Lincoln Board Room.

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**PHILLIP R. KOTERBA**  
**BOARD CHAIR**

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**REBEKAH RHOADES**  
**BUSINESS MANAGER/CLERK**

**EXHIBIT 'A'**  
**CLASSIFIED STAFF CONTRACTS**  
**2018-2019 SCHOOL YEAR**

NAME		JOB TITLE	HOURS/DAY	DAYS
ARMSTRONG	LEISHA	SCHOOL NURSE	7	200
ATCHISON	ROBERTA	PAYROLL SPECIALIST	8	260
BIGLEN	SHELLY	FIRST BAKER	7	193
BIRDWELL	MISTI	PARAPROFESSIONAL	7.5	186
BLACKADAR	LESLEY	FOOD SERVER	2.5	187
BLACKADAR	THOMAS	HEAD CUSTODIAN	8	260
BLACKADAR	LESLEY	KITCHEN AIDE	1	187
BLAZICEVICH	JENIFER	PARAPROFESSIONAL	7.5	186
BOWEN	CONNIE	PARAPROFESSIONAL	7.5	186
BOWEN	KC	PARAPROFESSIONAL	7.5	186
BRISTOL	JENNIFER	SCHOOL SECRETARY	8	215
BROWN	CLAUDIA	PARAPROFESSIONAL	7.5	186
CARTER	FLOYD	BUS DRIVER	4.5	185
CHARBONNEAU	LISA	PARAPROFESSIONAL	7.5	186
CONNER	TRACY	PARAPROFESSIONAL	7.5	186
CONRAD	GRETCHEN	PARAPROFESSIONAL	7.5	186
D'AUTREMONT	JODY	SCHOOL SECRETARY	8	215
DAVIS	BETH	FOOD SERVER/CASHIER	3.75	187
DEFFINBAUGH	GARY	CUSTODIAN	8	260
D'HOOG	JOAN	PARAPROFESSIONAL	7.5	185
D'HOOG	JOAN	PARAPROFESSIONAL	0	185
DISTAD	GARY	MECHANIC	8	260
FISCUS	ZABREA	TECH SUPPORT SPECIALIST	8	260
FSK	DALE	GROUNDKEEPER	8	260
FOSTER	GAYLE	PARAPROFESSIONAL	4.5	186
FOSTER	GAYLE	PARAPROFESSIONAL	3	186
FOWLER	LAURIE	SECOND COOK	7	193
FRANCIS	CHAD	BUS DRIVER	4.5	185
FRY	JUDY	PARAPROFESSIONAL	7.5	186
GOBBLE	CHRISTINE	RECEIVING/AP CLERK	5	260
GOSSACK	ANITA	FOOD SERVER	2.5	187
GOSSACK	ANITA	KITCHEN AIDE	3	178
HAMMOND	LAURA	PARAPROFESSIONAL	7.5	186
HENSLEY	DANIEL	MAINTENANCE	8	260
HODGE	EMILY	PARAPROFESSIONAL	7.5	186
HUTCHINS	MANDIE	PARAPROFESSIONAL	7.75	186
JENSEN	JOHN	TECH SUPPORT SPECIALIST	8	260
JOHNSON	JENNIFER	PARAPROFESSIONAL	7.5	186
KELLY	STEVEN	HEAD CUSTODIAN	8	260
KINGSFORD	MANDI	FOOD SERVER/CASHIER	2.5	187
KOLAR	DARLA	PARAPROFESSIONAL	7	186
KOLAR	LORNA	PARAPROFESSIONAL	7.5	186
KOLAR	DARLA	SUB CALL IN	0.75	186

KONERT	DANIEL	MAINTENANCE	8	260
KONERT	SHAWNA	PARAPROFESSIONAL	7.5	186
LAFEVER	JAMES	CUSTODIAN	8	260
LAFEVER	ROSEMARY	FOOD SERVER/CASHIER	3.75	187
LELEK	WAYNE	BUS DRIVER	4.5	185
LELEK	JONETTE	FOOD SERVER	3.5	187
MADDUX	JOHN	CUSTODIAN	8	260
MANE	JANINE	FOOD SERVER/CASHIER	4.5	187
MANE	JANINE	KITCHEN AIDE	3	187
MATOVICH	APRIL	PARAPROFESSIONAL	7.5	186
MATTHEIS	NANCY	IMC TECHNICIAN	8	215
MAXWELL	SHANNON	PARAPROFESSIONAL	7	186
MCKINNEY	NORINE	PARAPROFESSIONAL	7.5	186
MCLENDON	DARCY	PARAPROFESSIONAL	7.5	186
MILLER	JEANETTE	BUS AIDE	2	185
MILLER	JEANETTE	SWEEPER	6	185
NOEL	CINDY	BUS DRIVER	8	185
O'DELL	FLEETA	BUS AIDE/PLAYGROUND AIDE	1.5	186
O'DELL	FLEETA	FOOD SERVER	3.5	186
O'DELL	FLEETA	OFFICE/SUB CALL IN	2.5	186
ODERMANN	ROBERT	BUS DRIVER/TRAINER/ASSISTANT	8	260
OLSON	TARA	PARAPROFESSIONAL	7.5	186
O'NEAL	JASON	PARAPROFESSIONAL	7.5	186
PAULSON	DONNA	SECOND COOK	7	191
PERKINS	DAWN	PARAPROFESSIONAL	7.5	186
PFAU	WENDY	ACTIVITIES SECRETARY	7	225
PIERCE	LORRI	FOOD SERVER	3.5	187
POSER-BROWN	LORA	PARAPROFESSIONAL	7.5	186
PRINDLE	LYNNE	PARAPROFESSIONAL	7.5	186
RAMEY	THOMAS	CUSTODIAN	8	260
RASMUSSEN	KAMI	FOOD SERVER/CASHIER	4	158
ROGERS	CHRISTINE	ADMINISTRATIVE SECRETARY	8	260
RUMMANS	DAVID	PARAPROFESSIONAL	7.5	186
SANDERS	BETTY	PARAPROFESSIONAL	4	186
SANDERS	BETTY	PARAPROFESSIONAL	4	186
SCHOENFELDER	LANNA	SCHOOL SECRETARY	8	215
SCHRAUTH	AMANDA	PARAPROFESSIONAL	7.5	186
SCHRAUTH	LUANN	PURCHASING/ACCOUNTS PAYABLE	8	260
SCHUCHARD	SHAWN	CUSTODIAN	8	260
SCHURMAN	KAREN	FOOD SERVER	3.75	145
SCHURMAN	KAREN	KITCHEN AIDE	3	145
SEBEK	SHERRI	FOOD SERVER	3.5	187
SMITH	LOGAN	TECH SUPPORT SPECIALIST	8	260
STICKEL	ABIGAIL	CUSTODIAN	8	260
THAYNE	MELINDA	FOOD SERVER/CASHIER	3.5	187
THAYNE	MELINDA	KITCHEN AIDE	4	187
TOMBARGE	JODI	BUS DRIVER	4	185

UHLER	CALEB	PARAPROFESSIONAL	7.5	186
VANDERBEEK	CHIARA	PARAPROFESSIONAL	7.5	186
WATSON	JADE	MECHANIC	8	260
WHITE	ALBERT	BUS DRIVER	5	185
WICHMAN	TAHAN	TECH SUPPORT SPECIALIST	8	260
WIEGERT	KIM	STUDENT INFO SYSTEMS MANAGER	7	210
WILLIAMS	DEBRA	FIRST COOK	7	193
WOJTOWICK	JOHN	ACCOMPANIST	3	186
WOOD	JR	DELIVERY VAN DRIVER	6	186
WYMAN	MICHAEL	CUSTODIAN	8	260



**EXHIBIT 'B'**  
**RECOMMENDED 2018-2019 SALARIES**

<b>CERTIFIED ADMINISTRATORS</b>			
<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Salary</b>
DUBBS, SCOTT A	JHS PRINCIPAL	1.00	2017-2018 Level + Percentage Increase (1.5%)
FRIESEN, JEFFREY A	HS ASST PRINCIPAL	1.00	2017-2018 Level + Percentage Increase (1.5%)
LEWIS, MATTHEW P	PRINCIPAL	1.00	2017-2018 Level + Percentage Increase (1.5%)
MAJERUS, TIMOTHY J	HS PRINCIPAL	1.00	2017-2018 Level + Percentage Increase (1.5%)
VENTRESCA, MATTHEW V	PRINCIPAL	1.00	2017-2018 Level + Percentage Increase (1.5%)
WIRTZBERGER, DANIEL S	PRINCIPAL	1.00	2017-2018 Level + Percentage Increase (1.5%)

<b>CLASSIFIED ADMINISTRATORS</b>			
BARBER, RANDALL L	MAINTENANCE DIRECTOR	1.00	2017-2018 Level + Percentage Increase (1.5%)
FRIESEN, AMIE D	SCHOOL FOOD DIRECTOR	1.00	2017-2018 Level + Percentage Increase (1.5%)
BALDWIN, WILLIAM SCOTT	TECHNOLOGY DIRECTOR	1.00	2017-2018 Level + Percentage Increase (1.5%)
KLIPPENES, STEPHEN R	TRANSPORTATION DIRECTOR	1.00	2017-2018 Level + Percentage Increase (1.5%)
RHOADES, REBEKAH A	BUSINESS MGR/CLERK	1.00	2017-2018 Level + Percentage Increase (1.5%)

**EXHIBIT 'C'**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**Monday, May 14, 2018**

<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>
<b>Archuletta, Angela</b>	Elementary School Librarian	L & C/Jr. High	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Armstrong, Chad</b>	Summer Session Drivers Education Instructor	Lewistown Public Schools	Approve for 72 hours at \$20.00 per hour for a total of \$1,440.00 for behind -the -wheel instruction	June 1 -June 29, 2018	Diane Oldenburg	See attached memo
<b>Elness, Mauri</b>	Summer Session Drivers Education Instructor	Lewistown Public Schools	Approve for 146 hours at \$20.00 per hour for a total of \$2,920.00 for behind-the wheel	June 1 -June 29, 2018		See attached letter.
<b>Ferguson, Krystal</b>	Jr. High Art/History Teacher	Jr. High	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Hersel, Yvette</b>	Food Service -Second Baker	School Food	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Lamb, Alex</b>	Paraprofessional	Highland Park	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Miller, Cassi</b>	Special Education Teacher	Fergus High School	Approve appointment on schedule -BA Step 4 (Actual Step 0) 1.0 FTE	7/1/2018	Tim Majerus/Jeff Friesen	Replacing Linda Rinaldi
<b>Moline, Robin</b>	School Secretary	Fergus High School	Accept Letter of Resignation	5/10/2018		See attached letter.
<b>Newman, Eileen</b>	Kitchen Aide	School Food	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Odermann, Robert</b>	Bus Driver, Trainer, Assistant	Transporation	Approve appointment on schedule - TRANSPORTATION + 45 Step 6 up to 8 hours per day for up to 21 days	6/1/2018	Steve Klippeness	Replacing Kathleen Schaeffer
<b>Ramey, Tom</b>	Custodian	Fergus High School	Approve appointment on schedule -MAINT II Step 0 up to 8 hours per day for up to 33 days for 2017-18 school year	5/16/2018	Randy Barber	Replacing Jenna Wise

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**Monday, May 14, 2018**

<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>
<b>Robins, Jayme</b>	Elementary Teacher	Highland Park	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Sanders, Casey</b>	Special Education Teacher	Jr. High	Approve appointment on schedule -MA Step 8 1.0 FTE	7/1/2018	Tim Majerus/Jeff Friesen	Replacing Chelsey Lund (replaced Brittany Summerhays)
<b>Taylor, Tara</b>	Volleyball Coach	Fergus High School	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Tolzien, Jennifer</b>	Paraprofessional	Jr. High	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Wirtzberger, Katie</b>	Elementary Teacher	Jr. High	Approve appointment on schedule -BA Step 4 (Actual Step 0) 1.0 FTE	7/1/2018	Scott Dubbs	Replacing Krystal Ferguson
<b>Patterson, Mariah</b>	Assistant Track Coach	Jr. High	Approve appointment on schedule	3/1/2018	Tim Majerus	Replacing Kamron Edwards
<b>RECOMMENDATIONS FOR EXTENDED SCHOOL YEAR (ESY) STAFF</b>	Special Education Summer School Teachers/Aides	Lewistown Public Schools	Approve appointment on schedule as per attached recommendation.	August 6-17, 2018	Chris Rice	See attached memo.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

10

ITEM TITLE: CLAIMS

Requested By: Board of Trustees Prepared By: LuAnn Schrauth

**SUMMARY:**

Approve claims paid through June 7, 2018, as approved by the Finance Committee.

Members of the Finance Committee for April-June 2018 include: Board Chair Phil Koterba, CJ Bailey Jeff Southworth, and Monte Weeden.

**\*\*\*Need to Select New Finance Committee Members for July-September 2018\*\*\***

**SUGGESTED ACTION:** Approve Claims as Presented

☐ Additional Information Attached

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

11

**ITEM TITLE:** APPROVE EXTENSION OF THE GRASS RANGE BUS ROUTE INTO THE LEWISTOWN SCHOOL DISTRICT

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

**SUMMARY:**

The Board of Trustees needs to approve the request from Grass Range Public Schools to extend their bus route into the Lewistown School District as described on the attachment.

**SUGGESTED ACTION:** Approve Extension of Grass Range Bus Route into the Lewistown School District

☒ **Additional Information Attached**

**NOTES:**

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

# Fergus County

## Bus Transportation Agreement

Out -of- District Approval  
Out -of- County Approval

The Board of Trustees of Grass Range School District No.27, Fergus County and the Board of Trustees of Lewistown Public Schools No. 1, Fergus County, agree and approve the out of district/county approved bus route extensions to pick up students to attend the Grass Range School for the 2018-2019 school year.

This agreement is blanket coverage for students who are transported by District #27 buses to attend Grass Range School.

Description of Route: Cheadle Route

The Grass Range (Cheadle) bus enters the Lewistown District on Highway 87, proceeds west approximately 1/4 mile to Stillman Road and then turns around.

Individual Transportation Contracts will be approved on another Attendance and Transportation Agreement.

\_\_\_\_\_  
Board Chair  
Grass Range School District # 27

\_\_\_\_\_  
Board Chair  
Lewistown School District #1

Date \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\*

Approved by Fergus County Transportation Committee:

Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
County Transportation Committee Chair

\* Proposed new bus routes must follow current laws, approval between school districts and approval by the Fergus County Transportation Committee

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

12

**ITEM TITLE:** APPROVE EXTENSION OF THE LEWISTOWN BUS ROUTE INTO THE GRASS RANGE SCHOOL DISTRICT

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

**SUMMARY:**

The Board of Trustees needs to approve the request from Lewistown Public Schools to extend their bus route into the Grass Range School District as described on the attachment.

**SUGGESTED ACTION:** Approve Extension of Lewistown Bus Route into the Grass Range School District

☒ **Additional Information Attached**

**NOTES:**

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

# FERGUS COUNTY BUS TRANSPORTATION AGREEMENT

## OUT-OF-DISTRICT APPROVAL

## OUT-OF-COUNTY APPROVAL

The Board of Trustees of Lewistown School District #1, Fergus County, and the Board of Trustees of Grass Range School District #27, Fergus County, agree and approve the out-of-district/county approved bus route extensions to pick up students to attend the Lewistown Schools for the 2018-2019 School Year.

This agreement is a blanket coverage for students who are transported by Lewistown School District #1 buses to attend Lewistown Schools.

### Description of Bus Route:

Bus Route 2 – Morning and afternoon bus routes travel over the divide into the Grass Range School District to the Cheadle-Piper Cutoff North and then turns around.

Individual Transportation Contracts will be approved on another Attendance and Transportation Agreement.

\_\_\_\_\_  
Board Chair  
Lewistown School District #1

\_\_\_\_\_  
Board Chair  
Grass Range School District #27

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by Fergus County Transportation Committee:

Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
County Transportation Committee Chair

\*Proposed new bus routes must follow current laws, approval between school districts and approved by the Fergus County Transportation Committee.



**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

13

**ITEM TITLE:** APPROVE EXTENSION OF MOORE BUS ROUTE INTO THE LEWISTOWN SCHOOL DISTRICT

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

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**SUMMARY:**

The Board of Trustees needs to approve the request from Moore Public Schools to extend their bus route to the entrance of Spring Creek Colony and to access the turn-around.

**SUGGESTED ACTION:** Approve Extension of Moore Bus Route to the Entrance of Spring Creek Colony

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☒ **Additional Information Attached**

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**NOTES:**

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

# FERGUS COUNTY BUS TRANSPORTATION AGREEMENT

## OUT-OF-DISTRICT APPROVAL

## OUT-OF-COUNTY APPROVAL

The Board of Trustees of Moore School District No. 44, Fergus County, and the Board of Trustees of Lewistown School District No. 1, Fergus County, agree and approve the out-of-district/county approved bus route extensions to pick up students to attend the Moore Schools for the 2018-2019 School Year.

This agreement is a blanket coverage for students who are transported by District 44 buses to attend Moore Schools.

Description of Bus Route: Bus leaves Moore School proceeding north on the Ross Fork Road for 12 miles, turns right for 2.3 miles, makes a left turn onto Spring Creek Colony road for 1.9 miles (Spring Creek Colony Elem. District/Lewistown High School District). Turns around at Spring Creek Colony and goes back to Hanover Road for 6 miles to pick up the Thom student. Turns around and goes 3.7 miles on Hanover Road, makes a right onto Ross Fork Road for 6 miles, then turns left onto Tognetti Road. Proceeds 1 mile and turns right onto Wichman Road for 1 mile to pick up the Martin students, then turns onto Wild Rose Road for 3 miles back to Highway 87 to pick up Cundiff & Tresch students (Lewistown District). Travel on Highway 87 for 1 mile to pick up Wichman students, continues on Highway 87 returning to the Moore School.

Individual Transportation Contracts will be approved on another Attendance and Transportation Agreement.

\_\_\_\_\_  
Board Chairman  
Moore School District #44

\_\_\_\_\_  
Board Chair  
Lewistown School District #1

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by Fergus County Transportation Committee:

Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
County Transportation Committee Chairman

\*Proposed new bus routes must follow current laws, approval between school districts and approved by the Fergus County Transportation Committee.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

14

**ITEM TITLE:** APPROVE EXTENSION OF THE WINIFRED BUS ROUTES INTO THE LEWISTOWN SCHOOL DISTRICT

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

**SUMMARY:**

The Board of Trustees needs to approve the request from Winifred Public Schools to extend their bus routes into the Lewistown School District as described on the attachments.

**SUGGESTED ACTION:** Approve Extension of Winifred Bus Routes into the Lewistown School District

☒ **Additional Information Attached**

**NOTES:**

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

# Fergus County Bus Transportation Agreement

## Out -of- District Approval

The Board of Trustees of Winifred District No. 115, Fergus County and the Board of Trustees of Lewistown School District No. 1, Fergus County, agree and approve the out of district/county approved bus route extensions to pick up students to attend the Winifred Schools for the 2018-2019 school year.

This agreement is a blanket coverage for students who are transported by District 115 buses to attend Winifred Schools.

### Description of Route:

The Salt Creek Bus Route enters the Lewistown Elementary School District from the intersection of the Salt Creek Road and Moulton Road and continues west and north for approximately 5.3 miles where it reenters the Winifred k-12 School District.

Salt Creek Bus Route turns west off of the Salt Creek Road on to the Plum Creek Road for approximately 4.3 miles. It then turns east on to a private driveway for approximately 1.1 miles, turn around in a private driveway, and then returns to the Salt Creek Road for the remainder of the route.

Individual Transportation Contracts will be approved on another Attendance and Transportation Agreement.

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
School Dist # \_\_\_\_\_

\_\_\_\_\_  
School Dist # \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\*

Approved by Fergus County Transportation Committee:

Yes \_\_\_\_\_

No \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
County Transportation Committee Chairman

# Fergus County Bus Transportation Agreement

## Out -of- District Approval

The Board of Trustees of Winifred District No. 115, Fergus County and the Board of Trustees of Lewistown School District No. 1, Fergus County, agree and approve the out of district/county approved bus route extensions to pick up students to attend the Winifred Schools for the 2017-2018 school year.

This agreement is a blanket coverage for students who are transported by District 115 buses to attend Winifred Schools.

### Description of Route:

Winifred to Hilger – Highway Route for 23 miles to Hilger. Turn around at mile 23 by Hilger Grain Elevator and head back to Winifred.

Individual Transportation Contracts will be approved on another Attendance and Transportation Agreement.

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
School Dist # \_\_\_\_\_

\_\_\_\_\_  
School Dist # \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\*

Approved by Fergus County Transportation Committee:

Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
County Transportation Committee Chairman

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

15

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

ITEM TITLE: APPROVE REQUEST TO TRANSFER MONEY BETWEEN THE ELEMENTARY AND  
HIGH SCHOOL GENERAL FUND(S) TO THE RESPECTIVE COMPENSATED  
ABSENCES FUND(S)

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades

**SUMMARY:**

The Board of Trustees needs to approve the request to transfer money between the Elementary and High School General Fund(s) to the Respective Compensated Absences Fund(s) as outlined in the attachment.

**SUGGESTED ACTION:** Approve Request to Transfer Money between the Elementary and High School General Fund(s) to the Respective Compensated Absences Fund(s)

☒ Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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

District Administration requests Board approval to transfer year-end money from the General Funds to the Compensated Absences fund in accordance with 20-9-512, MCA (below). School General Fund budgets are use-it-or-lose-it; that is, General Fund money not spent by June 30 may not be used in the next fiscal year.

Although we have plans for both our Elementary and High School General Funds, we often have a small amount of money left at year end. One place districts can accumulate the money is the 'Compensated Absences Fund'. Money in the Compensated Absences Fund may only be used to pay the termination pay of non-teaching employees. Nevertheless, the money can carry from year to year and it gives the District flexibility in future years when General Fund budgets are not available to finance these costs. Transfers from the General Fund represent the only way to fund the Compensated Absences Fund.

District Administration requests Board approval to transfer money from the Elementary and/or High School General Fund(s) to the respective Compensated Absences Fund(s) at fiscal year end. The transfer will be in an amount not to exceed the General Fund budget and within the limitations of the Compensated Absences Fund. Transfer amounts will be reported back to the Board.

#### **20-9-512. Compensated Absence Liability Fund.**

- (1) The trustees of a school district may establish a compensated absence liability fund for the purpose of paying:
  - (a) any accumulated amount of sick leave that a nonteaching or administrative school district employee is entitled to upon termination of employment with the district in accordance with the provisions of 2-18-618; and
  - (b) any accumulated amount of vacation leave that a nonteaching or administrative school district employee is entitled to upon termination of employment with the district.
- (2) The compensated absence liability fund may be used only for the stated purpose of this section.
- (3) The trustees may transfer money from the general fund, within the adopted budget, to establish and maintain the compensated absence liability fund.
- (4) The maximum amount in a reserve fund established under the provisions of subsections (1) and (3) may not exceed 30% of:
  - (a) the total school district liability for accumulated sick leave of nonteaching and administrative school district employees on June 30 of the current school fiscal year; and
  - (b) the total school district liability for accumulated vacation leave of nonteaching and administrative school district employees on June 30 of the current school fiscal year.
- (5) For the purposes of this section, "administrative school district employee" means a school district employee who is employed in an administrative position and who accrues vacation leave as part of the employee's contract with the school district.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

16

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

ITEM TITLE: APPROVE REQUEST TO TRANSFER MONEY BETWEEN THE ELEMENTARY AND HIGH SCHOOL GENERAL FUND(S) TO THE INTERLOCAL FUND

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades

**SUMMARY:**

The Board of Trustees needs to approve the request to transfer money between the Elementary and High School General Fund(s) to the Interlocal Fund as outlined in the attachment.

**SUGGESTED ACTION:** Approve Request to Transfer Money between the Elementary and High School General Fund(s) to the Interlocal Fund

☒ Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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



District Administration requests Board approval to transfer year-end money from the General Funds to the Interlocal Fund in accordance with 20-3-363, MCA (below). School General Fund budgets are use-it-or-lose-it; that is, General Fund money not spent by June 30 may not be used in the next fiscal year.

Although we have plans for both our Elementary and High School General Funds, we often have a small amount of money left at year end. One place that has recently been approved by Legislature where districts can accumulate the money is the "Interlocal Fund". Per Multi-District Agreements approved and signed by the Board, monies transferred to the Interlocal Fund may be used for the same purposes as the General Fund and may be used towards expenses from either district.

District Administration requests the Board approval to transfer money from the Elementary and/or High School General Fund(s) to the Interlocal Fund at fiscal year-end. The 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. Transfer amounts will be reported back to the Board.

**20-3-363. Multidistrict agreements -- fund transfers.** (1) The boards of trustees of any two or more school districts may enter into a 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 this section. An agreement must include provisions for dissolution of the cooperative, including the conditions under which dissolution may occur and the disposition of any remaining funds that had been transferred to an Interlocal cooperative fund in support of the cooperative. An agreement must be approved by the boards of trustees of all participating districts and must include a provision specifying terms upon which a district may exit the multidistrict cooperative. The agreement may be for a period of up to 3 years.

(2) All expenditures in support of the multidistrict agreement may be made from the Interlocal cooperative fund as specified in [20-9-703](#) and [20-9-704](#). Each participating district of the multidistrict cooperative may transfer funds into the Interlocal cooperative fund from the district's general fund, budgeted funds other than the retirement fund or debt service fund, or nonbudgeted funds other than the compensated absence liability fund. Transfers to the Interlocal cooperative fund from each participating school 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. Transfers from the retirement fund and debt service fund are prohibited. Transfers may not be made with funds restricted by federal law unless the transfer is in compliance with any restrictions or conditions imposed by federal law.

(3) Expenditures from the Interlocal cooperative fund under this section 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.

(4) The intent of this section is to increase the flexibility and efficiency of school districts without an increase in local taxes. In furtherance of this intent, if transfers of funds are made from any school district fund supported by a nonvoted levy, the district may not increase its nonvoted levy for the purpose of restoring the amount of funds transferred.

(5) As used in this title, "multidistrict cooperative" means a public entity created by two or more school districts executing a multidistrict agreement under this section or any school district or other public entity participating in an Interlocal cooperative agreement under the provisions of Title 20, chapter 9, part 7, as either a coordinating or a cooperating agency.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

17

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

ITEM TITLE: APPROVE VOIDING OUTDATED STALE CLAIMS WARRANTS

Requested By: Board of Trustees   Prepared By: Rebekah Rhoades

**SUMMARY:**

Attached is a report of outstanding, stale dated warrants (checks) that should be cancelled at this time. 20-9-233, MCA authorizes the Board to cancel any warrants which have been issued and outstanding for at least one year. The District will not reissue these warrants at this time.

Districts should cancel stale dated warrants annually. Note also that although cancelled, the District must honor these warrants for eight years from the date of issuance in the unlikely event they are presented for payment. [27-2-202(1), MCA]. We will cancel stale dated warrants again each June (to close the fiscal year) and annually thereafter. Following are the applicable statutes for your reference. Please contact me with questions.

**20-9-223. Cancellation of outstanding warrants – duplication.** The trustees of any school district shall be authorized to cancel any warrant that has been issued for at least 1 year. However, the contractual obligation of the district that has been satisfied by the issuance of the warrant shall not be terminated until the time specified by 27-2-202(1) has elapsed. When a warrant has been canceled and the obligation has not terminated under 27-2-202(1), the district may issue a duplicate warrant without the completion of an indemnity bond by the payee.

**27-2-202. Actions based on contract or other obligation.** (1) The period prescribed for the commencement of an action upon any contract, obligation, or liability founded upon an instrument in writing is within 8 years. (2) The period prescribed for the commencement of an action upon a contract, account, or promise not founded on an instrument in writing is within 5 years. (3) The period prescribed for the commencement of an action upon an obligation or liability, other than a contract, account, or promise, not founded upon an instrument in writing is within 3 years.

**SUGGESTED ACTION:** Approve Voiding Outdated Stale Claims Warrants

☒ Additional Information Attached   Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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

## OUTSTANDING CHECKS WRITTEN PRIOR TO 6/30/2017

Check Number	Check Date	Payee	Amount	Type	Clear Date	Void Date	Fiscal Year
121976	4/21/2017	SEAN SPEAR	\$75.00	Expense			2017
37984	12/15/2016	DIXON, CALLI J	\$65.18	Payroll			2017

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

18

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

ITEM TITLE: APPROVE INDIVIDUAL TRANSPORTATION CONTRACT FOR THE ELEMENTARY DISTRICT

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades

**SUMMARY:**

The Board of Trustees needs to approve an Individual Transportation Contract for the following:

Rebecca Reisig

**SUGGESTED ACTION:** Approve Individual Transportation Contract for the Elementary District

☒ Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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



# INDIVIDUAL TRANSPORTATION CONTRACT

TR-4 (03/2018)

School Year 2018 - 2019

Due to School Clerk June 1

Contract # 45296

Elementary District Responsible for Reimbursing Contract <b>Lewistown Elem</b>	County <b>Fergus</b>	Legal Entity <b>0258</b>
High School or K-12 District Responsible for Reimbursing the Contract	County	Legal Entity

Is this a contract shared between elementary and high school?

☐ Yes☒ No

Are you applying for isolation status?

☐ Yes☒ No

(If yes, please attach explanation)

**Isolation:** Section 20-10-142, MCA provides for increased reimbursement rates for special circumstances of residence. In order to receive increased rates, individual circumstances must be reviewed and approved by the trustees of the district, the county transportation committee, and the Office of Public Instruction. (10.7.116 ARM provides guidelines for such.)

Check here only if increased payment due to isolation has been approved

Initials

Elem District Approval

☐ Yes☒ No

HS District Approval

☐ Yes☒ No

County District Approval

☐ Yes☒ No

Parent or Guardian Name:

Rebecca Reisig

Physical Address (street address only).

Distance from Home to nearest school (one way)

EL 0.00

HS/K12 0.00

Distance from home to nearest bus stop, if any (one way)

EL 4.20

HS/K12 0.00

☐ Contract is for one-way only

Students in each grade level covered by this contract

Pre-K K 1-8 9-12

Total Total Total Total

Regular Trans

Spec. Ed. Trans

Room &amp; Board

Cooperation

Reg. Contingency

Spec. Ed. Contin.

		2	

DEADLINES:

PARENTS: Due to School Clerk June 1

CLERKS: Send original to County Supt by July 1, retain a for your files

REIMBURSEMENT RATES

determined by 20-10-142, MCA

EL

HS

Agreement between parent (parent name)

Rebecca Reisig

, and school district (district name)

Lewistown Public Schools

County, hereinafter referred to as the District(s).

The parties agree as follows:

- The parent shall transport or provide transportation for the student(s) to and from the school or bus stop on the days when school is in session. The parent or guardian assures that a licensed and insured driver will transport the students. Mileage contracts are valid only when transportation for the distance reported on the contract actually occurs.
- In March and June, the District shall pay the parent the sum officially approved in the application upon certification by the teacher or principal of the school of the number of days the student(s) was transported for the past semester.
- The payment shall be computed on the basis of the schedule established in Section 20-10-142, MCA, and the information accompanying this contract.

I attest the above information is true and correct

Elementary School District

Chair, Board of Trustees

Date

Lewistown Elem

Signature - Parent or Guardian

1172 Grinde Road, Lewistown MT 59457

Address, City, Zip Code

Date

6/1/2018

Date

406-350-0461

Phone Number

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

19

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

ITEM TITLE: APPROVE SECOND SEMESTER CLAIM FOR INDIVIDUAL CONTRACT BUS REIMBURSEMENT

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades

**SUMMARY:**

The Board of Trustees needs to approve the claim for the Individual Contract Bus Reimbursement for the second semester as presented on the attachment.

**SUGGESTED ACTION:** Approve Claim for Individual Contract Bus Reimbursement

☒ Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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



**TR-5**  
**Individual Contract Reimbursement Claim**  
**2nd Semester 2017-2018**

**14 Fergus**  
**0258 Lewistown Elem**

**01/22/2018-05/31/2018**

<u>Contract #</u>	<u>Shared</u>	<u>Family Name</u>	<u>Daily</u>	<u>Isolation</u>	<u>Days</u>		<u>Total</u>
			<u>Rate</u>		<u>Transported</u>	<u>Reimbursed</u>	<u>Reimbursement</u>
39115	False	Reisig, Rebecca	0.84	No	83.0	83.0	69.72
<b>Total Individual Contract Reimbursement</b>							<b>69.72</b>

Board Chair \_\_\_\_\_

Signature



**TR-5**  
**Individual Contract Reimbursement Claim**  
**2nd Semester 2017-2018**

**14 Fergus**  
**0259 Fergus H S**

**01/22/2018-05/31/2018**

<b>Contract #</b>	<b>Shared</b>	<b>Family Name</b>	<b>Daily Rate</b>	<b>Isolation</b>	<b>Days</b>		<b>Total Reimbursement</b>
					<b>Transported</b>	<b>Reimbursed</b>	
39114	False	Hartman, Julie	5.60	No	87.0	87.0	487.20
<b>Total Individual Contract Reimbursement</b>							<b>487.20</b>

**Board Chair**

\_\_\_\_\_  
Signature



**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

20

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

**ITEM TITLE:** APPROVE SECOND SEMESTER ELEMENTARY AND HIGH SCHOOL CLAIMS FOR BUS REIMBURSEMENT

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

**SUMMARY:**

Attached are the second semester Elementary and High School claims for bus route reimbursement. According to state law, each yellow bus route generates a per-mile reimbursement based on the rated capacity of the bus used on the route. The money generated is used to fund home-to-school transportation in our Transportation Funds. These payments are financed 50% each by the state and county, with the county's portion financed by a permissive (i.e., unvoted) countywide levy.

The Board of Trustees needs to approve the Elementary and High School Bus Route Reimbursement Claim Forms for the second semester as presented on the attachments.

**SUGGESTED ACTION:** Approve Second Semester Elementary and High School Bus Route Reimbursement Claims

☒ **Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

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



**TR-6**  
**Bus Route Reimbursement Claim**  
**2nd Semester 2017-2018**

**01/22/2018-05/31/2018**

**14 Fergus**  
**0258 Lewistown Elem**

Route #	Miles			Driver	VIN	Days		Total
	%	Per Day	Rate			Claimed	Reimbursed	Reimbursement
1	67.00	82.0	1.57	Floyd L. Carter	4DRBWAAN8DB356001	89.5	89.5	7,719.89
2	67.00	82.9	1.80	Chad R. Francis	4DRBWAAAR09A668040	89.5	89.5	8,947.98
3	67.00	61.0	1.36	Cindy L. Noel	4DRBWAAN7CB341925	89.5	89.5	4,974.70
4	67.00	78.0	1.80	Wayne R. Lelek	4DRBWAAAR76A214251	89.5	89.5	8,419.09
5	67.00	54.1	1.57	Jodi E. Tombarge	4DRBWAAN6GB000568	89.5	89.5	5,093.25
6	67.00	59.0	1.36	Robert S. Odermann	4DRBWAANX9A668205	89.5	89.5	4,811.59
7	67.00	78.0	0.95	Albert C. White	4DRBUAAL1FB033528	89.5	89.5	4,443.41
8	67.00	50.0	1.80	Kirby D. Rector	4DRBWAAN1EB481987	89.5	89.5	5,396.85
11	100.00	24.0	1.36	Kathleen A. Schaeffer	4DRBWAAN9AA166953	86.5	86.5	2,823.36
<b>Total Bus Route Reimbursement</b>								<b>52,630.12</b>

**Board Chair**

\_\_\_\_\_  
Signature



# **TR-6** **Bus Route Reimbursement Claim** **2nd Semester 2017-2018**

**01/22/2018-05/31/2018**

**14 Fergus**  
**0259 Fergus H S**

Route #	Miles			Driver	VIN	Days		Total
	%	Per Day	Rate			Claimed	Reimbursed	Reimbursement
1	33.00	82.0	1.57	Floyd L. Carter	4DRBWAAN8DB356001	89.5	89.5	3,802.34
2	33.00	82.9	1.80	Chad R. Francis	4DRBWAAAR09A668040	89.5	89.5	4,407.21
3	33.00	61.0	1.36	Cindy L. Noel	4DRBWAAN7CB341925	89.5	89.5	2,450.22
4	33.00	78.0	1.80	Wayne R. Lelek	4DRBWAAAR76A214251	89.5	89.5	4,146.71
5	33.00	54.1	1.57	Jodi E. Tombarge	4DRBWAAN6GB000568	89.5	89.5	2,508.61
6	33.00	59.0	1.36	Robert S. Odermann	4DRBWAAANX9A668205	89.5	89.5	2,369.89
7	33.00	78.0	0.95	Albert C. White	4DRBUAAL1FB033528	89.5	89.5	2,188.54
8	33.00	50.0	1.80	Kirby D. Rector	4DRBWAAN1EB481987	89.5	89.5	2,658.15
<b>Total Bus Route Reimbursement</b>								<b>24,531.67</b>

**Board Chair**

Signature

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

21

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

**ITEM TITLE:** APPROVE FERGUS HIGH SCHOOL STUDENT ACTIVITY ACCOUNT CHANGES

**Requested By:** Board of Trustees    **Prepared By:** Jeff Elliott

**SUMMARY:**

A request is being made by the following Clubs/Classes to set up a student activity account with the Fergus High School Activity Funds.

Class of 2022  
Leadership

A request is also being made to close the following Fergus High School Activity Fund, as this class has graduated and no longer needs to be in place.

Class of 2018

**SUGGESTED ACTION:** Approve FHS Student Activity Account Changes

☐ **Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

22

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

ITEM TITLE: SECOND READING—BOARD POLICY #3224 –Student Dress

Requested By: Board of Trustees   Prepared By: Thom Peck

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**SUMMARY:**

This is the first reading for Board Policy #3224 – Student Dress and includes the addition of Graduation Cap decoration guidelines. The Board discussed and approved allowing students to wear decorated graduation caps for the May 2018 Graduation Ceremony at the May 14, 2018 Regular Board Meeting. Because this was previously not addressed in policy, it will be added to the Student Dress Policy upon approval of the second reading.

Information being deleted from this policy has been marked with a ~~strikethrough~~; information being added has been **highlighted**.

**SUGGESTED ACTION:** Approve Adoption of Board Policy #3224 – Student Dress

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☒ Additional Information Attached   Estimated cost/fund source \_\_\_\_\_

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**NOTES:**

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

## Lewistown School District

### STUDENTS

3224

#### Student Dress

Students are reminded that their appearance significantly affects the way others respond to them. Matters of dress remain the primary responsibility of students, in consultation with their parents or legal guardians. Nevertheless, certain minimum standards shall be observed by all students. The administration shall establish procedures for the monitoring of student dress in school or while engaging in extracurricular activities. Specifics regarding this policy may be found in the student handbook.

Students may decorate their Graduation Cap with the guidelines outlined in Fergus High Student Handbook.

These guidelines will take effect at the 2018 Graduation Ceremony.

#### Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

23

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

ITEM TITLE: FIRST READING—BOARD POLICY #2309 –Library Materials

Requested By: Board of Trustees    Prepared By: Thom Peck

**SUMMARY:**

The Board of Trustees needs to approve the first reading of Board Policy # 2309 –Library Materials and consider adoption of said policy.

Information being deleted from this policy has been marked with a ~~strikethrough~~; information being added has been **highlighted**.

**SUGGESTED ACTION:** Approve Adoption of Board Policy #2309 – Library Material

☒ Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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

Library Materials

School library and classroom library books are provided primarily for use by District students and staff. Library books may be checked out by either students or staff. Individuals who check out books are responsible for the care and timely return of those materials. The building principal may assess fines for damaged or unreturned books.

District residents or parents/guardians of non-resident students attending the District may be allowed use of library books at the discretion of the building principal. However, such access shall not interfere with regular school use of those books. Use of the library books outside of the District is prohibited except for inter-library loan agreements with other libraries. Any individual may challenge the selection of materials for the library/media center. The ~~Uniform Complaint Procedure~~ **Procedure for Reconsideration of Challenged Materials** shall be utilized to determine if the challenged material is properly located in the library.

Selection of Library Materials

The District has libraries in every school with the primary objective of implementing and supporting the educational program in the schools. It is the objective of these libraries to provide a wide range of materials on all appropriate levels of difficulty, with diversity of appeal and the presentation of different points of view.

The provision of a wide variety of library materials at all reading levels supports the District's basic principle that the school in a free society assists all students to develop their talents fully so that they become capable of contributing to the further good of that society.

In support of these objectives, the Board reaffirms the principles of intellectual freedom inherent in the First Amendment of the Constitution of the United States and expressed in the School Library Bill of Rights, endorsed by the American Association of School Librarians in 1969.

Although the Superintendent is responsible for the selection of library materials, the ultimate responsibility rests with the Board.

The Board, acting through the Superintendent, thereby delegates the authority for the selection of library materials to the principal in each of the schools. The principal further delegates that authority to the librarian in the school.



(NOTE: BY STATUTE, THE SUPERINTENDENT HAS AUTHORITY AND IS RESPONSIBLE FOR SELECTION OF LIBRARY MATERIALS SUBJECT TO THE APPROVAL OF THE BOARD. THE SUPERINTENDENT AND BOARD MAY NOT WANT TO DELEGATE THE RESPONSIBILITY.)

Cross Reference:	2314 2310P	Learning Materials Review Procedures for Reconsideration of Challenged Materials
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Legal Reference:	20-4-402(5), 20-7-203, 20-7-204,	MCA Duties of District Superintendent or County High School Principal MCA Trustees policies for school library MCA School library book selection
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Policy History:

Adopted on: June 28, 2004

Revised on: June 11, 2018

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

06/11/2018

**Agenda Item No.**

24

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

**ITEM TITLE:** FIRST READING—BOARD POLICY #2309P –Procedure for Reconsideration of Challenged Materials.

**Requested By:** Board of Trustees    **Prepared By:** Thom Peck

**SUMMARY:**

The Board of Trustees needs to approve the first reading of Board Policy # 2309P –Procedure for Reconsideration of Challenged Materials and consider adoption of said policy.

Information being deleted from this policy has been marked with a ~~striketrough~~; information being added has been **highlighted**.

**SUGGESTED ACTION:**    Approve Adoption of Board Policy # 2309P –Procedure for Reconsideration of Challenged Materials

☒ Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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

Procedures for Reconsideration of Challenged Library Materials

This is the procedure for handling reconsideration of challenged materials in response to questions concerning their appropriateness. This procedure should establish the framework for registering a complaint that provides for a hearing with appropriate action while defending the principles of freedom of information, the student's right to access of materials, and the professional responsibility and integrity of the certificated library/media personnel. Our district supports the principles of intellectual freedom inherent in the First Amendment of the Constitution of the United States and expressed in the Library Bill of Rights adopted by the Council of the American Library Association, the School Library Bill of Rights, and the Freedom to Read. If a complaint is made, the following procedures should be followed:

Steps in the review of Learning or Library Materials:

1. Citizens objecting to specific materials used in the District are encouraged to discuss their concerns with the building principal prior to pursuing a formal complaint. If the discussion with the building principal does not resolve the concern, then the administrator will provide a Request for Review of Learning or Library Materials (see attachment A of Procedure 2309P).
2. A formal request to remove an item from the school or limit its use must be in writing using the District Request for Review of Learning or Library Materials and will be acted upon by the Superintendent.
  - a. The Superintendent may request a meeting with a spokesperson for each side of the issue.
  - b. The Superintendent will deliver a written decision to the complainant within forty (40) school days.
3. The Superintendent's decision may be appealed in writing, including specific responses to the Superintendent's decision to the Curriculum Committee within fourteen (14) calendar days.
  - a. The Curriculum Committee will deliver a written decision on the issue within forty (40) school days.
  - b. The review committee takes the following steps after receiving the challenged material:
    1. reads, views, or listens to the material in its entirety.
    2. checks general acceptance of the material by reading reviews and consulting recommended lists
    3. determines the extent to which the material supports the curriculum
    4. completes the appropriate "Checklist for School Media Advisory Committee's Reconsideration of Instructional Material" judging the material for its strength and value as a whole and not in part.
4. The Curriculum Committee's decision may be appealed, in writing, to the School Board.
5. The School Board as a whole will make the final decision on whether to remove an item from the school or limit its use within forty (40) school days.

6. The specific material being reviewed shall remain in use and in circulation pending the completion of the review and any appeals.
7. Learning materials, for the purposes of this policy, shall be considered to be any material used in classroom instruction, library materials, or any materials to which a teacher might refer a student as part of the course of instruction.
8. Curriculum Committee for the purposes of this policy shall be an ad hoc committee chosen by the Superintendent for the purpose of reviewing the materials under question. The committee shall have at least one: building librarian, administrator, subject related teacher, other teacher, parent, student and community member.

## Request for Review of Learning or Library Materials

**Title** \_\_\_\_\_

**Author** \_\_\_\_\_

**Hardcover** ☐ **Paperback** ☐

**Complainant** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Complainant's Address:** \_\_\_\_\_

**Did you read the entire publication?** Yes ☐ No ☐

**Do you feel it is age appropriate?** Yes ☐ No ☐

**What do you believe is the central idea of this publication?**

\_\_\_\_\_

**What do you object to in this publication (please be specific; cite pages)?**

\_\_\_\_\_

**What do you feel might be harmful as a result of reading this publication?**

\_\_\_\_\_

**Cite acceptable points of this publication**

\_\_\_\_\_

**Did you read the entire publication?**

\_\_\_\_\_

**What do reviews / critics say about this publication?**

\_\_\_\_\_

**What would you like your school to do about this publication?**

**Do not assign it to my child** ☐

**Withdraw it from the curriculum** ☐

**Send it back for committee re-evaluation** ☐

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

## References

Anytown 2 Coll Dev Policy. (2009). Retrieved from <https://docs.google.com/viewer?a=v&pid=sites&srcid=ZGVmYXVsdGRvbWFpbnxtb250YW5hdGVhY2hlcmxpYnJhcmlhbnoxneDo4ZWNiOTQ5ZjE2ZjQzZDA>

CREW: A Weeding Manual for Modern Libraries. (2017, July 24). Retrieved from <https://www.tsl.texas.gov/ld/pubs/crew/index.html>

Montana State Library Collection Development Guidelines. (2017). Retrieved from <http://msl.mt.gov/slr/cmpolsch.html>

### Policy History:

Adopted on: June 11, 2018

Revised on:

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

25

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

ITEM TITLE: FIRST READING—BOARD POLICY #2314—Learning Materials Review

Requested By: Board of Trustees    Prepared By: Thom Peck

**SUMMARY:**

The Board of Trustees needs to approve the first reading of Board Policy # 2314 –Learning Materials Review and consider adoption of said policy.

Information being deleted from this policy has been marked with a ~~strike through~~; information being added has been **highlighted**.

**SUGGESTED ACTION:** Approve Adoption of Board Policy #2314 – Learning Materials Review

☒ 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 School District

### INSTRUCTION

2314

#### Learning Materials Review

Citizens objecting to specific learning materials used in the District are encouraged to submit a complaint in writing and discuss the complaint with the building principal prior to pursuing a formal complaint pursuant to the ~~Uniform Complaint Procedure~~ **Procedures for Reconsideration of Challenged Materials.**

Learning materials, for the purposes of this policy, shall be considered to be any material used in classroom instruction, library materials, or any materials to which a teacher might refer a student as part of the course of instruction.

Cross Reference: **Policy 2309P** **Procedures for Reconsideration of Challenged Materials**

#### Policy History:

Adopted on: June 28, 2004

Revised on: June 11, 2018



LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

26

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

**Requested By:** Board of Trustees    **Prepared By:** Christy Rogers

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**SUMMARY:**

The Board of Trustees needs to approve the additions to the substitute list for the 2017-2018 School Year as listed below:

Substitute Secretary:

Sara Peterson  
Yvette Hersel

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

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☐ **Additional Information Attached**

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**NOTES:**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

06/11/2018

Agenda Item No.

27

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

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

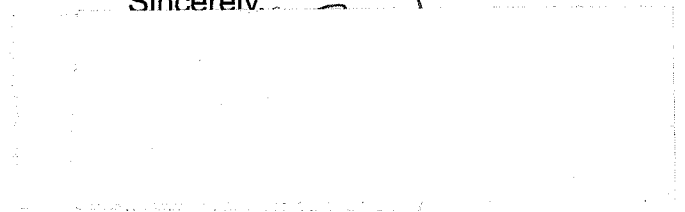
**Monday June 11, 2018**

<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>
<b>Barber, Randy</b>	Maintenance Director	Lincoln	Accept Letter of Resignation	8/31/2018		See attached letter.
<b>Heck, Andrew</b>	Elementary School Teacher	Highland Park	Approve appointment on schedule -BA Step 4 (Actual Step 0) 1.0 FTE	7/1/2018	Matt Ventresca	Replacing Beth Kirsch (Jayme Robins)
<b>Hersel, Yvette</b>	High School Secretary	Fergus High School	Approve appointment on schedule -SECRETARY Step 0 for 225 Days	8/1/2018	Tim Majerus	Replacing Robin Moline
<b>Hildebrant, Christopher</b>	High School Teacher	Fergus High School	Accept Letter of Resignation	7/1/2018		See attached letter.
<b>Kuhlman, Marie (Marcie)</b>	Elementary School Teacher	L & C	Approve appointment on schedule -BA Step 5 1.0 FTE	7/1/2018	Danny Wirtzberger	Replacing Chuck Cloud (Angela Archuletta)
<b>Louis, Emily</b>	Elementary School Teacher	Garfield	Approve appointment on schedule -BA Step 4 (Actual Step 0) 1.0 FTE	7/1/2018	Matt Lewis	Replacing Gina Armstrong (Lexi Udelhoven)
<b>O'Dell, Fleeta</b>	Food Server	Garfield	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Peterson, Sara</b>	Jr. High School Secretary	Jr. High	Approve appointment on schedule -SECRETARY Step 0 for 225 Days	8/1/2018	Scott Dubbs	Replacing Christy Rogers
<b>Poser-Brown, Lora</b>	Paraprofessional	Fergus High School	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Schrauth, Amanda</b>	Paraprofessional	L & C	Accept Letter of Resignation	6/30/2018		See attached letter.

May 31, 2018

I am resigning my position as Maintenance Director for the Lewistown Public Schools effective Aug. 31, 2018. Working within the Lewistown School system has been a rewarding challenge, and I hope that in some small way I have helped make some positive changes. The most difficult part of retiring is leaving behind the working relationships that I've had the opportunity to be part of. But, it's time for the next chapter in my life: "a little less work, a little more fun, & family time first". Thank you for your confidence in me and for the privilege of working with you.

Sincerely,



Jeff Elliott, Principal  
Fergus High School

May 14, 2018

Mr. Elliott,

I have had the great pleasure of working for and with some remarkable and exceptional co-workers and students over the past few years for the Lewistown Public School system. I appreciate the tremendous leadership you have shown during my time at FHS. Those students and coworkers have had a great impact on my life. They have made this decision tough for me.

This letter is to serve as my official resignation from the Lewistown Public School District, at the end of the 2017-2018 academic year.

While working in the field of education has presented me many opportunities, I will be embarking on a new career path; a new journey for me.

With all sincerity,

Christopher Hildebrandt

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(no subject)

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Fleeta O'Dell <fodell@lewistown.k12.mt.us>  
Draft

Mon, May 21, 2018 at 2:04 PM

May 21, 2018

To: Amie Friesen,  
School Food Service Director:

I have enjoyed my years working with Lewistown Food Service.  
After 17 years of service I feel it is time for me to resign. I will not be renewing my Contract for the 2018/2019 school year with the Lewistown Food Service.

Thank you,  
Fleeta O'Dell.

Lewistown Public Schools  
215 Seventh Avenue South  
Lewistown MT 59457

Superintendent Thom Peck and the Lewistown School District Board of Trustees:

It is with mixed emotions that I submit my letter of resignation to the School District after serving as the Director of the Community Education Program for 27 ½ years. I am very excited to retire from this part of my life but will certainly miss working with the students, faculty and administrators of this exceptional School District.

My goal in assuming this position in 1991 was to build the program up and help change lives with the various course offerings that were created. I estimate that over these many years, we helped approximately 1,500 people graduate with their Montana High School equivalency diplomas, had approximately 150 high school students in the Construction Academy who completed and sold ten houses over ten years, offered over 2,400 adult education classes for personal development and recreational purposes to thousands of adults each year, taught over 3,000 students in Driver Education, and had over 400 college graduates from our MSU-Northern satellite campus. I am incredibly proud of these accomplishments, and the people that have a better life because they attended one of our programs.

It has been a pleasure and I thank you for this very rewarding life experience!

Sincerely,

  
Diane Oldenburg  
Director, Central MT Education Center  
Lewistown Public Schools





Christy Rogers <crogers@lewistown.k12.mt.us>

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## Paraprofessional Position

1 message

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**Lora Poser-Brown** <lora.poser-brown@lewistown.k12.mt.us>

Tue, May 29, 2018 at 9:19 AM

To: Jeff Elliott <jelliott@lewistown.k12.mt.us>, Christy Rogers <crogers@lewistown.k12.mt.us>

Dear Mr. Elliott:

I am writing this letter to inform the school district that I will not be returning to work as a paraprofessional for the 2018-2019 school year. I have enjoyed my time working with the district's students and staff. However, it is time for my next adventure in education.

Many thanks,  
Lora Poser-Brown





Rebekah Rhoades &lt;rrhoades@lewistown.k12.mt.us&gt;

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**Resignation**

1 message

**Amanda Schrauth** <amanda.schrauth@lewistown.k12.mt.us>

Tue, Jun 5, 2018 at 2:32 PM

To: Rebekah Rhoades &lt;rrhoades@lewistown.k12.mt.us&gt;, Danny Wirtzberger &lt;danny.wirtzberger@lewistown.k12.mt.us&gt;

Hello,

As of today I am resigning my position as a paraprofessional at Lewis and Clark Elementary School. I have been offered a position in my degree field and have decided to accept.

Thank you for the years I have worked at with Lewistown Public Schools.

Please let me know if you need anything else from me. I can drop my school keys off at Lincoln tomorrow.

Thank you for understanding,

**Amanda Schrauth**

Paraprofessional

Lewis &amp; Clark Elementary

## **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						<b>44</b>
					<b>44</b>						
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						<b>46</b>
					<b>45</b>						

**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
		<b>8.00</b>

**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