

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

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

**MONDAY, May 12, 2014**

*Page One of Two*

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

Rhonda Long, Fergus County Superintendent of Schools, will Administer the  
Oath of Office to Shelley Poss and Barbara Thomas

**ORGANIZATION MEETING**

1. Call to Order
2. Roll Call
3. Call for Nominations and Election of Chair
4. Call for Nominations and Election of Vice-Chair
5. Appointment of the District Clerk

**ADJOURNMENT**

**REGULAR BOARD MEETING**

**CALL TO ORDER (Following the Organizational Meeting)**

1. Roll Call
2. Pledge of Allegiance

**BOARD OF TRUSTEES**

3. Recognition—Fergus High School BPA
4. Recognition—Fergus High School Cheerleaders
5. Recognition—Fergus High School FCCLA
6. Recognition—Fergus High School FFA
7. Recognition—Fergus High School Skills USA
8. Presentation—Steve Paulson and Noah Vallincourt/Expedition: Yellowstone
9. Report—Student Representative
10. Report—Committees of the Board
11. Calendar Items, Concerns, Correspondence, Etc.

**SUPERINTENDENT'S REPORT**

12. Report—Investment
13. Report—Budget Update
14. Other Items

**PUBLIC PARTICIPATION**

15. Recognition of Parents, Patrons, and Others Who Wish to Address the Board

**ACTION ITEMS**

**MINUTES**

16. Minutes of the April 9, 2014, Regular Board Meeting
17. Minutes of the April 30, 2014, Special Board Meeting

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**

215 Seventh Avenue South  
Lewistown, Montana 59457

**MONDAY, May 12, 2014**

*Page Two of Two*

**APPROVAL OF CLAIMS**

18. Claims

**INDIVIDUAL ITEMS**

19. Canvass of Election Results—Elementary School District Number One Land Acquisition
20. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property
21. Approve Contracting with the Fergus County Clerk and Recorder's Office to Act as Election Administrator for School Elections
22. Approve Classified Staff Salary Matrix
23. Approve Extension of Lewistown Bus Route into the Grass Range School District
24. Approve Fergus County Investment Resolution
25. Approve MHSA Membership and Related Payments
26. Approve Trustees to Participate in the District Health Insurance
27. Approve Issuing Contracts for the Classified Staff
28. Approve Issuing Contract for the Construction Academy Instructor
29. Approve Additions to the Substitute List for the 2013-2014 School Year
30. Approve Personnel Report

**ADJOURNMENT**

### **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:

- 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.
- 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.

### **CONSENT GROUP ITEMS**

The action of adoption of the "Consent Group" as an official item on the agenda means that all items appearing under the title "Consent Group" shall be adopted by majority approval of a single motion, unless a member of the Board or the Superintendent requests that any particular item be removed from the "Consent Group" and voted on separately.

Generally "Consent Group" items are matters which members of the Board and Superintendent agree are routine in nature and should be acted upon in one motion to conserve time and permit focus on other than routine matters on the agenda.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

☐ Minutes/Claims

☐ Board of Trustees

☐ Superintendent's Report

☐ Action – Consent

☐ Action – Indiv.

ITEM TITLE: OATH OF OFFICE

Requested By: Board of Trustees Prepared By: \_\_\_\_\_ Date: 05/12/2014

**SUMMARY:**

Rhonda Long, Fergus County Superintendent of Schools, will administer the Oath of Office to Shelley Poss and Barbara Thomas who were elected by acclamation as Trustees of Lewistown School District Number One.

**SUGGESTED ACTION:**

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

**NOTES:**

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

**CERTIFICATE OF ELECTION  
OF TRUSTEE  
BY ACCLAMATION**

**TO** Shelley Poss **of** Lewistown, Montana, and to  
Rhonda Long, Fergus County Superintendent of Schools,

THIS CERTIFIES that at the Board of Trustees meeting of the Lewistown School District Number One of Fergus County, State of Montana, held on the 12 day of May 2014, you were duly elected by acclamation to fill the office of Trustee for Lewistown School District Number One for the term of three (3) years, beginning on May 12, 2014 and ending at the Trustee organizational meeting in May 2017.

To qualify for this Trustee position, you must take and sign the oath below and file it in the office of the Fergus County Superintendent of Schools within fifteen (15) days of your receipt of this Certification of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board in accordance with §20-3-324, MCA. You will hold this position until your successor has been qualified.

\_\_\_\_\_  
Printed Name of Board Chair

\_\_\_\_\_  
Signature of Board Chair

Lewistown School District #1

Fergus County, State of Montana

DATED this 12 day of May, 2014

**OATH OF OFFICE**

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity.

Shelley Poss  
Printed Name of Trustee

\_\_\_\_\_  
Signature of Trustee

SUBSCRIBED and SWORN to before me this 13 of May, 2013.

Rhonda Long  
Printed Name of County Superintendent

\_\_\_\_\_  
Signature of County Superintendent

# CERTIFICATE OF ELECTION OF TRUSTEE BY ACCLAMATION

**TO** Barbara Thomas **of** Lewistown, Montana, and to  
Rhonda Long, Fergus County Superintendent of Schools,

THIS CERTIFIES that at the Board of Trustees meeting of the Lewistown School District Number One of Fergus County, State of Montana, held on the 12 day of May 2014, you were duly elected by acclamation to fill the office of Trustee for Lewistown School District Number One for the term of three (3) years, beginning on May 12, 2014, and ending at the Trustee organizational meeting in May 2017.

To qualify for this Trustee position, you must take and sign the oath below and file it in the office of the Fergus County Superintendent of Schools within fifteen (15) days of your receipt of this Certification of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board in accordance with §20-3-324, MCA. You will hold this position until your successor has been qualified.

Printed Name of Board Chair

Signature of Board Chair

Lewistown School District #1

Fergus County, State of Montana

DATED this 12 day of May, 2014

## OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity.

Barbara Thomas

Printed Name of Trustee

Signature of Trustee

SUBSCRIBED and SWORN to before me this 12 of May, 2014.

Rhonda Long

Printed Name of County Superintendent

Signature of County Superintendent

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

1 - 5

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

ITEM TITLE: ORGANIZATION MEETING

Requested By: Board of Trustees    Prepared By: \_\_\_\_\_    Date: 05/12/2014

**SUMMARY:**

The following will take place for the organizational meeting:

- Call to Order
- Roll Call
- Call for Nominations and Election of the Chair
- Call for Nominations and Election of the Vice-Chair
- Appointment of the District Clerk

**SUGGESTED ACTION:** Informational

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

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<b>Board Action</b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

**REPORT OF ORGANIZATION OF BOARD OF TRUSTEES  
SCHOOL DISTRICT NUMBER ONE  
HIGH SCHOOL DISTRICT NUMBER ONE  
FERGUS COUNTY, MONTANA**

This is to certify that at the annual organizational meeting of the Board of Trustees held  
May 12, 2014, a Board Chair and Board Vice-Chair were appointed as follows:

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Board Chair

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Board Vice-Chair

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Address

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Address

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Phone

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Phone

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BOARD  
OF  
TRUSTEES

Dated:     May 12, 2014



# **DISTRICT CLERK CERTIFICATE OF APPOINTMENT**

## **SCHOOL DISTRICT NUMBER ONE FERGUS COUNTY, MONTANA**

THIS IS TO CERTIFY THAT, the Trustees of School District Number One have duly appointed REBEKAH RHOADES as Clerk of the District on the 12 day of May, 2014.

School Laws of Montana:

Section 20-3-321

Organization and Officers: (1) the Trustees of each district shall employ and appoint a competent person, who is not a member of the trustees, as the Clerk of the District.

Clerk of the District: As provided in 20-3-321, the trustees shall employ and appoint a clerk of the district. The clerk of the district shall attend all meetings of the trustees to keep an accurate and permanent record of all the proceedings of each meeting. If the clerk is not present at a meeting, the trustees shall have one of their members or a district employee act as clerk for the meeting and such person shall supply the clerk with a certified copy of the proceedings. The clerk of the district also shall be the custodian of all documents, records, and reports of the trustees. Unless the trustees provide otherwise, the clerk shall;

- (1) Keep an accurate and detailed accounting record of all receipts and expenditures of the district in accordance with the financial administration provisions of this title; and
- (2) Prepare the annual trustees= report required under the provisions of 20-9-213(6).

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### **BOARD OF TRUSTEES**

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# **REGULAR BOARD MEETING**

**Lewistown Public Schools**

**Board of Trustees**

**May 12, 2014**

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

3

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

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL BPA

Requested By: Board of Trustees    Prepared By: Diane Lewis    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees would like to recognize and congratulate Diane Lewis, BPA Advisor, and members of the Fergus High School BPA team for their success at the BPA Montana State Leadership Conference.

**SUGGESTED ACTION:** Informational

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

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

4

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

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL CHEERLEADERS

Requested By: Board of Trustees    Prepared By: Megan Blake    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees would like to recognize and congratulate the Fergus High School Cheerleaders and Coaches for their successes throughout the year and during the 2013 Cheerfest Competition.

A recap of the year for the Cheer Squad is attached.

**SUGGESTED ACTION:** Informational

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

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

The 2013-2014 Fergus High School Cheerleaders, which included eight Varsity cheerleaders, two Varsity stuntmen, and one Mascot, had a great season.

Tryouts were held in August and the team was off and running. The team attended a camp put on by UCA and hosted by Belgrade, where they learned a dance, several cheers, and some new stunting techniques. Throughout the season the cheerleaders stayed extremely busy practicing two to three times each week (August through March) and cheering at all home football, volleyball, wrestling, and girls' and boys' basketball games, as well as assisting at the home cross country meet. They also cheered on our teams at playoffs and divisional and state tournaments.

The team did some fundraising throughout the year, selling SoftLips chapstick and Golden Eagles activity calendars. In February, approximately 80 elementary-school students participated in Junior Cheer Camp, where they learned a dance and several cheers, and some of the older students learned basic stunting techniques. We also had four Lewistown Junior High cheerleaders assist in Junior Cheer Camp and stunt with the high school team at the basketball game that night.

On March 22, Fergus hosted CheerFest 2014, a state-wide cheerleading, dance, and mascot competition. Five teams consisting of 63 individuals ranging in age from elementary to high school participated in the competition; the teams hailed from Fergus, Moore-Judith Gap (Tri-City Titans), Roundup, Glasgow, and Great Falls Central Catholic. The Fergus team, which included eight performing cheerleaders, our mascot, and two injured cheerleaders, took home the first-place trophy for the "High School – Class A Division". Kyle Patten won 3<sup>rd</sup> place in Mascot with his performance of "Safety Dance," and the Fergus stunt group took 3<sup>rd</sup> place.

At the annual recognition night, Head Coach Megan Blake and Assistant Coach Taylre Sweeney presented the following awards:

- Most Valuable Cheerleader – Ashley Wickens
- Outstanding Cheerleaders – McKayla Henson and Amber Fairchild
- Most Improved Cheerleader – Taylor Woods

Other awards presented that evening were:

- Most Dedicated Stuntman – Brandon Lane
- Most Improved Stuntman – Noah Aamold
- Most Likely to "Shake His Tail Feathers" – Kyle Patten

All of the athletes received a Varsity letter, and several students received Academic All-State honors for successfully completing their season and earning a 3.5 or higher GPA during third quarter.

Our seniors are considering pursuing cheer at the college level, with Kyle Patten already having been selected as a member of the Montana State University spirit squad. He will pursue a degree in Agriculture Education and Agriculture Relations. Tiffany Berberet has been accepted to the University of Great Falls and may consider cheering for the Argos, and Brandon Lane is contemplating attending Montana Tech and is thinking about speaking with the spirit coach there about being a stuntman for the Orediggers. Fergus cheer alums Kara Mantooth (class of 2013) and Cameran Adkins (class of 2013) were selected as members of the University of Montana and Montana State University cheer teams, respectively.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

5

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

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL FCCLA

Requested By: Board of Trustees    Prepared By: Karen Durbin    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees would like to recognize and congratulate Karen Durbin, FCCLA Advisor, and members of the Fergus High School FCCLA team for their success at the FCCLA State Leadership Conference.

**SUGGESTED ACTION:** Informational

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

**NOTES:**

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

6

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

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL FFA

Requested By: Board of Trustees    Prepared By: Jared Long    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees would like to recognize and congratulate the Fergus High School FFA team and Advisor Jared Long for their successes at the State FFA Convention.

**SUGGESTED ACTION:** Informational

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

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

7

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

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL SKILLS USA

Requested By: Board of Trustees    Prepared By: Loren Drivdahl    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees would like to recognize and congratulate the Fergus High School Skills USA team and Advisor Loren Drivdahl for their successes at the Skills USA State Conference.

**SUGGESTED ACTION:** Informational

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

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						



LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

8

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

ITEM TITLE: PRESENTATION—STEVE PAULSON AND NOAH VALLINCOURT/EXPEDITION:  
YELLOWSTONE

Requested By: Board of Trustees    Prepared By: Paulson/Vallincourt    Date: 05/12/2014

**SUMMARY:**

Junior High School Teachers Steve Paulson and Noah Vallincourt would like to present information to the Board of Trustees regarding “Expedition: Yellowstone”. Established in 1985, this program is Yellowstone National Park’s residential education program for grades four through eight.

To help cover some of the cost of the trip, Mr. Paulson and Mr. Vallincourt have looked into creating a project on DonorsChoose.

**SUGGESTED ACTION:** Informational

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

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						



# United States Department of the Interior

## NATIONAL PARK SERVICE

P.O. Box 168  
Yellowstone National Park  
Wyoming 82190

Dear Educator:

Thank you for your interest in *Expedition: Yellowstone!* Established in 1985, this program is Yellowstone National Park's residential education program for grades four through eight. A major curriculum revision occurred in 2004 and it now includes updates to present the latest research and to reflect current educational standards. Enclosed are sample pages from the curriculum showing a variety of lessons from the four units in the curriculum.

The curriculum is designed to help you teach units about Yellowstone National Park, both in your classroom and in the park. All activities are correlated to Wyoming, Montana, and Idaho education standards which can be found by selecting Education Supplements at <http://www.nps.gov/yell/planyourvisit/expeditionyell.htm>. The goal of the program is to introduce students to the natural and cultural resources in Yellowstone National Park, investigate current issues affecting the Greater Yellowstone Ecosystem, and to promote stewardship and preservation of ecosystems worldwide.

*Expedition: Yellowstone!* operates as a cost-recovery program covering instructor salaries and educational supplies. Groups are charged \$40 per person, per night (adults and students included). Maximum capacity is 40 persons. Groups stay either five days and four nights (Monday through Friday) or four days and three nights (Friday through Monday). During April, May, September, and October, *Expedition: Yellowstone!* is based at the historic Lamar Buffalo Ranch in the northeast corner of the park. To participate in the spring or fall, groups are selected through a lottery. During the winter months, *Expedition: Yellowstone!* is based at the Youth Conservation Corps (YCC) facility in Mammoth. Currently, winter groups are selected on a first come, first served basis. In order to become a registered teacher and be considered for an expedition, teachers must purchase the curriculum for \$60 through the Yellowstone Association. Orders may be placed by calling the association at (406) 848-2400.

Whether you use the *Expedition: Yellowstone!* curriculum in the park or in your classroom, I hope it is useful for your educational needs. If you have any questions, please contact me at P.O. Box 168, Yellowstone National Park, Wyoming 82190; email me at [Bob\\_Fuhrmann@nps.gov](mailto:Bob_Fuhrmann@nps.gov); or call me at (307) 344-2256.

Sincerely,

Bob Fuhrmann  
Youth Program Manager

# About Expedition: Yellowstone!



***Expedition: Yellowstone!* activities support the following themes:**

- **Yellowstone is the birthplace of the national park idea and was set aside by Congress in 1872 as a public park for the benefit of all people. Yellowstone's legacy of preservation continues today.**
- **Over millions of years, dynamic geological forces have molded the Yellowstone landscape. These forces are active today and will continue to shape future landforms.**
- **Yellowstone's diverse ecosystem supports a wide variety of plant and animal species.**
- **There is an inseparable relationship between Yellowstone's natural history and the cultural history of Yellowstone's Native Americans, trappers, explorers, soldiers, park rangers, and visitors.**

Welcome to *Expedition: Yellowstone!* As an educator, you are about to embark on a journey that is unparalleled in the education world—an experiential education program in Yellowstone National Park. As a teacher from Roundup, Montana, exclaimed, “This is the best outdoor educational experience I have ever experienced—or heard of—or can imagine!” And as a parent from Winnett, Montana, said, “This is the most important thing that could happen to my child during his elementary education.”

Established in 1985, *Expedition: Yellowstone!* is Yellowstone National Park's curriculum-based residential program for grades four through eight. The program goals are to teach the natural and cultural histories of Yellowstone National Park, to investigate current issues affecting the Greater Yellowstone Ecosystem, and to promote stewardship and preservation in the park and in home communities.

*Expedition: Yellowstone!* emphasizes hands-on outdoor activities and exploration of a Yellowstone that most visitors never see. On a four or five day expedition to Yellowstone, classes engage in activities such as exploring Norris Geyser Basin, investigating Mammoth Hot Springs, tracking animals near Lost Lake, snowshoeing off-trail, building a caldera, observing evidence of Yellowstone's volcanic past and future, telling legends around the campfire, discussing habits of endangered and threatened animals, watching wildlife, role playing the geologic history of the Earth, journal writing, and examining plant transects.

## Educational Materials

Two publications comprise your purchase from the Yellowstone Association, a non-profit partner of Yellowstone National Park—the curriculum and a storybook. When you are ready to attend an expedition, you will receive a *Nuts and Bolts Guide to Your Expedition* to help you plan the logistics of your trip.

### *Expedition: Yellowstone! Curriculum*

Park rangers, serving as instructors, have been using most of the activities in this curriculum for many years. This curriculum connects educational objectives with the park's resources through pre/during/post expedition activities.

We encourage you to select from the abundance of activities to tailor your class work to the school's curriculum. Please focus your efforts on preparing your students for their expedition to Yellowstone so that their park experience will be more meaningful. Inform the Education Program Coordinator which activities your students will complete prior to their expedition. Use post-activities to reinforce the concepts taught before and during their expedition.

If you are unable to attend an expedition, you can still use these materials as a valuable teaching tool in the classroom. All lesson plans are aligned with education standards and benchmarks for the states of Wyoming, Montana, and Idaho. Curriculum alignments appear on Yellowstone's official website: [www.nps.gov/yell/ey](http://www.nps.gov/yell/ey)

### *Expedition Yellowstone: A Mountain Adventure*

*Expedition Yellowstone: A Mountain Adventure* is a storybook about the fictional adventures of mountain man Joshua Grimes and his discoveries in a mysterious Yellowstone dream cave. From ancient volcanoes and seas, to the creation of the world's first national park, to the present, he experiences the past which made Yellowstone what it is today.



*The magic of  
Yellowstone is  
preservation.*

— STUDENT COMMENT  
AT FINAL CAMPFIRE


[I'm a teacher »](#)
[Projects](#) [Gifts](#) [About](#) [Help](#) [Account](#)
[How it Works](#)
[Story](#)
[Impact](#)
[Team](#)
[Partnerships](#)
[Blog](#)
[Transparency](#)

DonorsChoose.org makes it easy to help classrooms in need. Public school teachers post classroom project requests which range from pencils for poetry to microscopes for mitochondria.

## SHOW ME HOW

### How does it work?

DonorsChoose.org is an online charity that makes it easy for anyone to help students in need. Public school teachers from every corner of America post classroom project requests on our site, and you can give any amount to the project that most inspires you.

When a project reaches its funding goal, we ship the materials to the school. You'll get photos of the project taking place, a letter from the teacher, and insight into how every dollar was spent. Give over \$50 and you'll also receive hand-written thank-yous from the students.

### Is there a minimum donation?

You can give as little as \$1 and get the same level of choice, transparency, and feedback that is traditionally reserved for someone who gives millions.

### What happens if a project doesn't reach its goal?

If a partially funded project expires, donors get their donations returned as account credits, which they can use to:

1. Choose a new project to support;
2. Have us choose a new project for them
3. Send the teacher they supported a DonorsChoose.org gift card.

### How do you ensure integrity?

We vet every classroom project request, purchase the materials and ship them directly to the school, provide photos of the project taking place, and supply a cost report showing how every dollar was spent.

### What kinds of schools do you serve?

K-12 public schools in all 50 states and the District of Columbia, including public charter schools.

### How did DonorsChoose.org start?

Charles Best, a new social studies teacher in the Bronx, often talked with his colleagues about materials and experiences they wanted their students to have, but which they had no funding to support. He created DonorsChoose.org in 2000 so that individuals could connect directly with classrooms in need. Check out our fun [timeline](#).

### Are gifts tax-deductible?

As a 501(c)3 charity, donations are tax-deductible to the full extent of US law. Our federal tax ID # is 13-4129457.

### How long does a project appear on your site?

Projects can remain on our site for up to 4 months, but teachers can set earlier deadlines if they choose.

### What percent of projects are successfully funded?

70%. For more stats, see [our impact page](#).

### Does it cost money for teachers to post projects?

No, our website is completely free for teachers to use.

### Can I donate the materials themselves rather than make a cash donation?

We're not set up to handle in-kind donations, but these [great organizations](#) are.

### What's your mission?

DonorsChoose.org engages the public in public schools by giving people a simple, accountable and personal way to address educational inequity. We envision a nation where children in every community have the tools and experiences needed for an excellent education.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

9

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees    Prepared By: Jessica Kindzerski    Date: 05/12/2014

**SUMMARY:**

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

**SUGGESTED ACTION:** Informational

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

**NOTES:**

	Motion	Second	Ave	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

10

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

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees    Prepared By: Committee    Date: 05/12/2014

**SUMMARY:**

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

**SUGGESTED ACTION:** Informational Report

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

**NOTES:**

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

**STANDING COMMITTEES OF THE BOARD**  
**2013-2014 School Year**

Committee	Number on Comm.	Jeremy Bristol	Joe Irish	Phil Koterba	Stan Monger	Barb Thomas	Jennifer Thompson	Monte Weeden
Building & Grounds	3	X			X			X
Insurance Risk Committee	2		X		X			
Transportation	3	X				X		X

**OTHER COMMITTEES WITH BOARD REPRESENTATION**  
**2013-2014 School Year**

Committee	Number on Comm.	Jeremy Bristol	Joe Irish	Phil Koterba	Stan Monger	Barb Thomas	Jennifer Thompson	Monte Weeden
Activities	2					X		X
Curriculum Committees:								
Communication Arts	1			X				
Math	1					X		
Health Insurance Program	2			X			X	
School Calendar	1							X
Vocational Advisory Council	1	X						



LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

11

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

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

Requested By: Board of Trustees    Prepared By: \_\_\_\_\_    Date: 05/12/2014

**SUMMARY:**

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

**SUGGESTED ACTION:**

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

**NOTES:**

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

12

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent    Prepared By: Rebekah Rhoades    Date: 05/12/2014

**SUMMARY:**

Below is the interest earned and distributed for April 2014:

Elementary      \$2,166.80

High School      \$1,414.33

**SUGGESTED ACTION:** Informational

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

**NOTES:**

	Motion	Second	Ave	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

13

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

ITEM TITLE: REPORT—BUDGET UPDATE

Requested By: Superintendent    Prepared By: Rebekah Rhoades    Date: 05/12/2014

**SUMMARY:**

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2013-2014 General Fund Budgets.

**SUGGESTED ACTION:** Informational

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

**NOTES:**

	Motion	Second	Ave	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Pierce						
Thomas						
Weeden						

## PRELIMINARY BUDGET DISCUSSION

May 7, 2014

### 2014-2015

	Lewistown Elem	Fergus HS
FY14 Adopted Budget	\$5,679,080.77	\$3,139,334.95
FY15 Projected Expenditures	\$5,778,500.16	\$3,167,563.30
DIFFERENCE (FY14 - FY15)	(\$99,419.39)	(\$28,228.35)
Highest Budget Without a Vote	\$5,810,237.56	\$3,113,305.10
Highest Budget With a Vote	\$5,861,410.50	\$3,141,116.08
Maximum Voted Amount	\$51,172.94	\$27,810.98
Estimated Additional Mills	4.22	2.12
Deficit/Surplus w/o Vote	\$31,737.40	(\$54,258.20)

#### 2014-2015 NOTES:

7.5% Certified Health Insurance Increase

9% Classified/Admin Health Insurance Decrease

0% Dental Insurance Increase

Lane Changes + **1% Wage Increase**

Curriculum Budgeted = \$85,000 (Elem) and \$40,000 (HS)

Principal at GF or HP ADDED

DOES NOT Include Retirement Incentive - will use Flexibility Fund

**LEWISTOWN PUBLIC SCHOOLS**  
**2014-2015 BUDGET OPTIONS**

**FHS OPTIONS (\$54,258 SHORTFALL):**

1. Tuition Levy
  - a. Use for 1-on-1 aides
  - b. Only a portion of wage
  - c. 2013-2014 levied wages for 1.5 aides (approx. \$24,000)
  - d. Permissive Levy
2. Multi-District Agreement Fund
  - a. Depends on year-end dollars remaining
  - b. Can be used for supplies, curriculum, etc.
  - c. As of 5/5/14 it appears there will be dollars left to cover shortfall

**ELEMENTARY OPTIONS (\$31,737 SURPLUS):**

1. Tuition Levy
  - a. Use for 1-on-1 aides
  - b. Only a portion of wage
  - c. 2013-2014 levied wages for 1 aide (approx. \$18,000)
  - d. Permissive Levy

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/12/2014

**Agenda Item No.**

14

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

**ITEM TITLE:** OTHER ITEMS

**Requested By:** Superintendent    **Prepared By:** Superintendent    **Date:** 05/12/2014

**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.

- ❖ Election Update and Thank you to the Taxpayers and Community
- ❖ Staffing Update
- ❖ New Trustee Orientation
- ❖ Retirement Dinner—Wednesday, May 28, 2014—6:00 p.m.—Pine Meadows
- ❖ Summer Schedule—Central Office
- ❖ FHS Academic Awards Ceremony—Monday, May 19, 2014—7:00 p.m.—FCPA
- ❖ Concerts/Talent Shows:

FHS Band Concert	Tuesday	May 13	7:00 p.m.
FHS Choir Concert	Thursday	May 15	7:00 p.m.
LJHS Choir Concert	Tuesday	May 20	7:00 p.m.
L&C Talent Show	Wednesday	May 21	12:45 p.m.
Garfield Talent Show	Tuesday	May 27	1:00 p.m.
LJHS Talent Show	Friday	May 30	10:40 a.m.
- ❖ Central A Divisional Tournaments:

Softball	May 23-24, 2014	Belgrade
Tennis	May 15-17, 2014	Bozeman
Track	May 23-24, 2014	Havre
- ❖ State Tournaments:

Softball	May 29-31, 2014	Polson
Tennis	May 22-24, 2014	Billings
Track	May 30-31, 2014	Butte
- ❖ Graduation Week Schedule
  - Baccalaureate—Wednesday, May 21, 2014—7:00 p.m.—FCPA
  - Graduation Rehearsal—Thursday, May 22, 2014—10:15-11:15 a.m.
  - Graduation—Sunday, May 25, 2014—2:00 p.m.—Fergus Gym (Trustees—1:30 p.m.)
- ❖ Awards Assemblies:

Highland Park	Thursday, May 30	9:00 a.m.
Lewis & Clark	Thursday, May 30	1:00 p.m.
Junior High	Friday, May 31	8:15 a.m.
Garfield	Friday, May 31	10:30 a.m.

**SUGGESTED ACTION:** Informational

☐ Additional Information Attached

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

15

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

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS  
THE BOARD

Requested By: Board of Trustees    Prepared By: \_\_\_\_\_    Date: 05/12/2014

**SUMMARY:**

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

**SUGGESTED ACTION:**

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

**NOTES:**

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

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/12/2014

**Agenda Item No.**

16 - 17

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

**ITEM TITLE:** MINUTES

**Requested By:** Board of Trustees    **Prepared By:** Rebekah Rhoades    **Date:** 05/12/2014

**SUMMARY:**

The following minutes are attached for your approval:

- Minutes of the April 9, 2014, Regular Board Meeting
- Minutes of the April 30, 2014, Special Board meeting

**SUGGESTED ACTION:** Approve Minutes as Presented

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

**NOTES:**

	Motion	Second	Aye	Nav	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
Weeden						



**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**

215 Seventh Avenue South  
Lewistown, Montana 59457

**WEDNESDAY, April 9, 2014**

**REGULAR BOARD MEETING**

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

1. **ROLL CALL**

**TRUSTEES PRESENT:**

Board Chair Stan Monger, Jeremy Bristol, Joe Irish, Phil Koterba, Jennifer Thompson, Barb Thomas, Monte Weeden

**STAFF PRESENT:**

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Sandi Chamberlain, Aaryn Bell, Scott Dubbs, Jerry Feller, Tim Majerus, Michelle Trafton, Matt Lewis, Jill Reed, Margee Smith, Sue Lutke, Darcy Zanto, Brenda Gruener, Nancy Mattheis, Norine McKinney, Steve Klippenes, Bobbie Atchison, Julie Comes, Troy Henderson, Bruce Marsden, DeeAnn Buehler, Germaine Stivers, Lynn Lensing, Cindy Gremaux, Laura Gilskey, Jennifer Jensen, Polly Weichel, Patty Beck, Sara Sullivan, Nancy Hudson, Candice Dunn, Jackie Rickl, Gretchen Conrad, Kim Miller, Jessica Miller, Beth Kirsch, Sandy Fox, Jean Muragin, Krystal Ferguson, Pat Weichel, Juanita Kajkowski

**OTHERS PRESENT:**

Chris Rice – CMLRCC, Student Representative Jessica Kindzerski, Doreen Heintz—News Argus, Shelley Poss and other interested parties.

2. **PLEDGE OF ALLEGIANCE**

The group recited the Pledge of Allegiance.

**BOARD OF TRUSTEES**

3. **REPORT—STUDENT REPRESENTATIVE**

Jessica Kindzerski, student representative to the Board, reported on upcoming activities at Fergus High School.

4. **REPORT—COMMITTEES OF THE BOARD**

Transportation Committee met on Thursday, March 20, 2014, to continue discussion on the prospective bus barn location. The recommendation from the committee is to purchase the Torgerson property and to place this purchase on the ballot on May 6, 2014, for approval by the voters.

Insurance Committee will be meeting on Wednesday, April 16, 2014, to consider quotes presented by Montana Schools Health and Welfare Plan/Joint Powers Trust (MSHWP/JPT)-EBMS as Third Party Administrator; Montana Unified School Trust (MUST)-BC/BS as Third Party Administrator; and Blue Cross/Blue Shield (BC/BS).

5. **CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.**

No items were discussed.

## **SUPERINTENDENT'S REPORT**

### **6. REPORT—INVESTMENT**

Interest earned and distributed for March 2014, was reported with \$274.99 in the elementary funds and \$177.02 in the high school funds for a total of \$452.01.

### **7. REPORT—ELECTION UPDATE**

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2014 School Election Calendar and advised them of the Trustee seats that will be up for election in 2014 – Joe Irish, Stan Monger, and Barb Thomas. A Petition for Nomination has been filed by Barb Thomas and Shelley Poss. An additional trustee will need to be appointed at a later date because the District did not get any write-in candidates. The Board discussed the ballot language for the Bus Barn/Land approval and recommended a fact sheet be distributed.

### **8. REPORT—BUDGET UPDATE**

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the updated budgets and amounts the District is able to levy in both the Elementary and High School General Funds. Administration recommends that the Board set the levy amounts at \$0 due to the surplus in the Elementary and the small amount allowed to levy in the High School. Budget cuts will not be necessary due to other possible funding resources for next year.

### **9. DISCUSSION—STAFFING**

The Board of Trustees discussed staffing for the 2014-2015 School Year. Administrative meetings have been held throughout the year to discuss staffing needs to assist Matt Lewis at Highland Park and Garfield. Administration recommends hiring an additional Principal at Highland Park or Garfield. The District feels that a full-time Curriculum Director is needed. Each Principal at the three elementary schools will also have teaching duties. Aaryn Bell thanked the Board and Superintendent for listening to the concerns of staff. Bruce Marsden commented that this solution will help teachers and staff keep their “sanity”. Sandy Fox appreciated the survey that came from Faculty Council. Jill Reed asked if any cuts would need to be made and it was verified that none would be required. Jennifer Thompson also asked if the budget would be able to sustain an additional principal long-term. Matt responded that enrollment for Kindergarten was in the mid-80s for next year, which is right in line with the recent history. Although there is no way to predict what the legislature will decide in regards to budgeting, it is believed that the budget is stable at this time. The Board agreed with the Administration’s recommendation to hire an additional Principal.

### **10. OTHER ITEMS**

Superintendent Jason Butcher informed the Board of the progress of the current SBAC testing. The Board also reviewed dates for upcoming events in the District.

## **PUBLIC PARTICIPATION**

### **11. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD**

There was no public input.

## **ACTION ITEMS**

### **MINUTES**

### **12. MINUTES OF THE MARCH 10, 2014, REGULAR BOARD MEETING – approved unanimously (Thomas/Weeden).**

### **APPROVAL OF CLAIMS**

13. CLAIMS – the claims referenced in the 2013-2014 Bill Schedule and submitted through April 7, 2014, were approved unanimously (Bristol/Thomas). The Finance Committee for April–June 2014 will be Stan Monger, Jeremy Bristol, Barb Thomas, and Jennifer Thompson.

### **INDIVIDUAL ITEMS**

14. SET ELEMENTARY DISTRICT NUMBER ONE LEVY AMOUNT – a motion was made to set the Elementary Levy amount at \$0, thereby cancelling the Elementary General Fund election – approved unanimously (Koterba/Thomas).
15. SET HIGH SCHOOL DISTRICT NUMBER ONE LEVY AMOUNT – a motion was made to set the High School Levy amount at \$0, thereby cancelling the High School General Fund election – approved unanimously (Irish/Bristol).
16. APPROVE MULTIDISTRICT AGREEMENT BETWEEN LEWISTOWN ELEMENTARY SCHOOLS AND FERGUS HIGH SCHOOL – approved unanimously (Weeden/Thomas).
17. APPROVE CERTIFICATION FOR INDIRECT COST RATES FOR FY 2014-2015 – approved unanimously (Thomas/Koterba).
18. APPROVE ISSUING CONTRACTS FOR THE CERTIFIED STAFF – See Exhibit A – approved unanimously (Thomas/Irish).
19. APPROVE ISSUING CONTRACTS FOR THE CERTIFIED AND CLASSIFIED ADMINISTRATORS – See Exhibit B – approved unanimously (Irish/Thompson).
20. APPROVE PERSONNEL REPORT – See Exhibit C – approved unanimously (Weeden/Irish).

### **ADJOURNMENT**

The meeting was adjourned at 7:25 p.m. The next Board meeting will be held at 6:00 p.m. on Monday, May 12, 2014, at the Lincoln Board Room (Thomas).

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**STAN MONGER**  
**BOARD CHAIR**

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

# "EXHIBIT A"

1

2014-2015 CERTIFIED STAFF			
EMPLOYEE	LANE	STEP	FTE
ARMSTAD, SANDRA J	MA+30	15	1.00
ARMSTRONG, CHAD A	MA	15	1.00
ARMSTRONG, GINA GEORGE	BA+20	14	1.00
ASHLEY, SUSAN L	MA	13	1.00
BECK, PATRICIA J	MA+30	10	1.00
BELL, AARYN D	BA+10	14	1.00
BRANDON, LUKE A	BA+20	13	1.00
BRAULICK, DOUGLAS E	BA	9	1.00
BREIDENBACH, BRADLEY P	BA+30	14	1.00
BREIDENBACH, SHERRY J	BA+20	12	1.00
BUEHLER, DEEANN J	MA+10	15	1.00
CIRRINCIONE, MEGGAN M	BA+30	2	1.00
CLOUD, CHARLES T	BA+30	6	1.00
CLOUD, SARAH M	MA	10	1.00
COMES, JULIE B	MA+30	15	1.00
DANIELS, JAMES M	BA	15	0.519
DONALDSON, MATTHEW S	BA	2	1.00
DRISSELL, PAULA L	MA	15	1.00
DRIVDAHL, LOREN E	BA+30	15	1.00
DUNN, CANDICE	BA+20	15	1.00
DURBIN, KAREN L	MA+10	15	1.00
EIKE, MIRANDA D	BA	6	1.00
FELLER, VICTOR J	MA+30	15	1.00
FERGUSON, KRYSTAL R	BA	4	1.00
FLENTIE, SUSAN	MA+30	15	1.00
FOX, SANDRA A	MA+30	8	1.00
FRADLEY, BARBARA A	MA+20	15	1.00
FRIESEN, JEFFREY A	MA+10	9	1.00
GEE, AMANDA D	MA	11	1.00
GILSKEY, LAURA A	BA+30	15	1.00
GREMAUX, CINDY R	BA+30	15	1.00
GRUENER, BRENDA L	MA	9	1.00
GUYER, JUSTIN M	MA+30	15	1.00
HENDERSON, TROY I	MA+10	11	1.00
HENSON, SARAH E	BA+10	5	1.00
HESER, HOLLY J	BA+10	15	1.00
HILDEBRANT, CHRISTOPHER B	BA	3	1.00
HUDSON, NANCY A	BA+30	15	1.00
HUDSON, TROY D	BA+30	15	1.00
IRWIN, KATHLEEN L	BA+30	10	1.00
JENNESS, ASHLEY D	MA	5	1.00
JENNI, AMANDA K	BA	4	1.00

# "EXHIBIT A"

2

2014-2015 CERTIFIED STAFF			
EMPLOYEE	LANE	STEP	FTE
JENSEN, JENNIFER L	BA	11	1.00
KIRSCH, ELIZABETH A	BA	11	1.00
LENSING, LYNN L	MA+20	15	1.00
LEO, KRISTINE A	BA	1	1.00
LEWIS, DIANE	BA	14	1.00
LONG, JARED R	MA	6	1.222
LONG, LESLIE A	MA	10	1.00
LUTKE, SUSAN M	BA+30	15	1.00
MAJERUS, TERESA M	MA	15	1.00
MANGOLD, MIKE T	MA+10	15	1.00
MARSDEN, BRUCE J	MA+30	15	1.00
MILLER, BEVERLY K	MA+30	15	1.00
MILLER, JESSICA R	BA	1	1.00
MURAGIN, JEAN M	BA	3	1.00
MURNION, TARA L	MA	13	1.00
MURPHY, JILL E	BA	2	1.00
OLSON, STEVE J	MA	15	1.00
ORTMAN, KARL T	MA+30	3	1.00
ORTMAN, LAUREN L	BA	1	1.00
PAULSON, STEPHEN J	MA+30	15	1.00
PLOVANIC, JERRY	BA	15	1.00
RICKL, JACALYN L	MA+30	15	1.00
RINALDI, LINDA M	MA+30	15	1.00
ROCHE, NEWELL R	5TH YEAR	15	1.00
RUSSELL, JEFFREY L	BA	13	1.00
RUTLEDGE, ROBERT W	MA+30	15	1.038
SLAGEL, DEBRA L	MA+30	15	0.353
SMITH, MARGARET C	BA+30	15	1.00
SMITH, MELANIE K	MA+10	15	1.00
SOWER, JESSICA M	MA	5	1.00
SPARKS, BRIDGET K	MA	14	1.00
SPRAGGINS, KATHERINE A	MA	15	1.00
STENSETH, RHONDA L	MA+10	15	1.00
STIVERS, GERMAINE M	BA+20	15	1.00
SULLIVAN, SARA A	BA	3	1.00
VALLINCOURT, NOAH D	BA+30	1	1.00
VAUGHN, KERRY A	MA	3	1.00
WEICHEL, POLLY D	BA+20	11	1.00
WEINHEIMER, LEEANNE	MA+10	15	1.00
WELSH, DEVNEY M	BA+10	5	1.00
WHITNEY-REED, JILL M	MA+30	15	1.00
ZANTO, DARCY C	MA+30	15	1.00

## **“EXHIBIT B”**

### **RECOMMENDED 2014-2015 SALARIES**

#### **CERTIFIED ADMINISTRATORS**

Scott Dubbs	2013-2014 Level + Negotiated Percentage (1%)
Jeff Elliott	2013-2014 Level + Negotiated Percentage (1%)
Jerry Feller	2013-2014 Level + Negotiated Percentage (1%)
Matt Lewis	2013-2014 Level + Negotiated Percentage (1%)
Tim Majerus	2013-2014 Level + Negotiated Percentage (1%)
Michelle Trafton	2013-2014 Level + Negotiated Percentage (1%)

### **RECOMMENDED 2014-2015 SALARIES**

#### **CLASSIFIED ADMINISTRATORS**

Amie Friesen	2013-2014 Level + Negotiated Percentage (1%)
Steve Klippenes	2013-2014 Level + Negotiated Percentage (1%)
Diane Oldenburg	2013-2014 Level + Negotiated Percentage (1%)
Rebekah Rhoades	2013-2014 Level + Negotiated Percentage (1%)
Paul Stengel	2013-2014 Level + Negotiated Percentage (1%)
Patrick Weichel	2013-2014 Level + Negotiated Percentage (1%)

**“EXHIBIT C”  
PAGE 1 OF 2**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** April 9, 2014

<i><b>EMPLOYEE NAME</b></i>	<i><b>POSITION</b></i>	<i><b>LOCATION</b></i>	<i><b>RECOMMENDED ACTION</b></i>	<i><b>EFFECTIVE DATE</b></i>	<i><b>COMMENTS</b></i>
<b>SHELAGOWSKI, Brett</b>	Science Teacher	Fergus High School	Approve appointment on schedule— BA 2 Step 8	April 9, 2014	See attached hiring recommendation.
<b>JOHNSON, Orin</b>	Elementary Health Enhancement Teacher	Highland Park Elementary School	Approve appointment on schedule— BA Step 4 (Actual Step 0)	April 9, 2014	See attached hiring recommendation.
<b>LEE, Krista</b>	Special Education Teacher	Highland Park Elementary School	Approve appointment on schedule— MA Step 4 (Actual)	April 9, 2014	See attached hiring recommendation.
<b>LEAR, Derek</b>	Second Grade Teacher	Highland Park Elementary School	Approve appointment on schedule— BA Step 4 (Actual Step 0)	April 9, 2014	See attached hiring recommendation.
<b>SHELAGOWSKI, Lisa</b>	Third Grade Teacher	Garfield Elementary School	Approve appointment on schedule— BA 1 Step 8	April 9, 2014	See attached hiring recommendation.
<b>LYBECK, Lexi</b>	Third Grade Teacher	Garfield Elementary School	Approve appointment on schedule— BA Step 4 (Actual Step 0)	April 9, 2014	See attached hiring recommendation.
<b>FELLER, Victor</b>	Head Football Coach	Fergus High School	Approve appointment on schedule— (0.145)	April 9, 2014	See attached hiring recommendation.

**“EXHIBIT C”  
PAGE 2 OF 2**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** April 9, 2014

<i><b>EMPLOYEE NAME</b></i>	<i><b>POSITION</b></i>	<i><b>LOCATION</b></i>	<i><b>RECOMMENDED ACTION</b></i>	<i><b>EFFECTIVE DATE</b></i>	<i><b>COMMENTS</b></i>
<b>BRUNO, Andrew GRUENER, Matt</b>	Volunteer Tennis Coaches	Fergus High School	Approve appointment on a volunteer basis	April 9, 2014	See attached memo.
<b>FOY, Steve KELSY, Michael</b>	Volunteer Track Coaches	Fergus High School	Approve appointment on a volunteer basis	April 9, 2014	See attached memo.
<b>CLARK, Kylee (Snapp) MILLER, Kirsten</b>	Volunteer Softball Coaches	Fergus High School	Approve appointment on a volunteer basis	April 9, 2014	See attached memo.
<b>BASZCZUK, Rebecca WALTARI, Terri 5 Students</b>	BPA Chaperones	Fergus High School	Approve out-of-state travel to attend the National BPA Leadership Conference in Indianapolis, IN	April 27 – May 4, 2014	See attached letter.



**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

Lincoln Board Room  
215 Seventh Avenue South  
Lewistown, Montana 59457

**Wednesday, April 30, 2014**

**SPECIAL BOARD MEETING**

**CALL TO ORDER (12:00 p.m.--Noon)**

**AGENDA**

1. ROLL CALL  
TRUSTEES PRESENT:  
Board Chair Stan Monger, Jeremy Bristol, Joe Irish, Phil Koterba,  
Jennifer Thompson, Barb Thomas  
TRUSTEES ABSENT:  
Monte Weeden  
STAFF PRESENT:  
Business Manager/District Clerk Rebekah Rhoades, Sandi Chamberlain,  
Scott Dubbs  
OTHERS PRESENT:  
Chris Rice – CMLRCC, Student Representative Doreen Heintz—News  
Argus, and other interested parties.
2. PLEDGE OF ALLEGIANCE  
The group recited the Pledge of Allegiance.
3. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO  
ADDRESS THE BOARD

**BOARD OF TRUSTEES**

4. OTHER ITEMS  
Scott Dubbs, Curriculum Director, discussed with the Board the video titled “What is Wrong with the Common Core” that was shown at the Yogo Inn by the John Birch Society. Administrative Secretary Sandi Chamberlain updated the Trustees on staffing. There will be a meet-and-greet for the Principal candidates at 3:30 p.m. on Tuesday, May 6, 2014. The Montana Quality Education Coalition (MQEC) sent a letter asking the Lewistown Public Schools to join the coalition. The Board has decided not to participate with the MQEC for the 2014-2015 School Year. The Retirement Dinner will be taking place on Wednesday, May 28, 2014, at 6:00 p.m. The Classified Council Ice Cream Social is schedule for Monday, May 12, 2014, from 4:00-5:30 p.m.

**ACTION ITEM**  
**INDIVIDUAL ITEM**

5. APPROVE CHANGES TO THE SELF-INSURED DENTAL PLAN – approved unanimously (Thomas/Irish).
6. APPROVE HEALTH INSURANCE PROVIDER FOR THE 2014-2015 SCHOOL YEAR – approved unanimously (Koterba/Thompson).
7. APPROVE CALL FOR BIDS FOR LEWIS & CLARK PLAYGROUND PROJECT – approved unanimously (Thomas/Irish).

**ADJOURNMENT**

The meeting was adjourned at 12:38 p.m. The next Regular Board meeting will be held at 6:00 p.m. on Monday, May 12, 2014, at the Lincoln Board Room (Thomas).

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**STAN MONGER**  
**BOARD CHAIR**

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

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/12/2014

**Agenda Item No.**

18

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

**ITEM TITLE:** CLAIMS

**Requested By:** Board of Trustees    **Prepared By:** LuAnn Schrauth    **Date:** 05/12/2014

**SUMMARY:**

Approve claims paid through May 8, 2014, as approved by the Finance Committee.

Members of the Finance Committee for April-June 2014 include: Board Chair, Jeremy Bristol, Jennifer Thompson, and Barb Thomas.

**SUGGESTED ACTION:** Approve Claims as Presented

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

**NOTES:**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

19

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

ITEM TITLE: CANVASS OF ELECTION RESULTS—ELEMENTARY SCHOOL DISTRICT NUMBER ONE  
LAND ACQUISITION

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades    Date: 05/13/2013

**SUMMARY:**

In accordance with 20-20-415, MCA, the Board of Trustees will canvass the certified tally sheets from the May 6, 2014, School District Number One Election.

**SUGGESTED ACTION:** Approve Election Results

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

**NOTES:**

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

(Proposition Title)

Shall the Lewistown Elementary District #1 be authorized to acquire approximately 8 acres and existing buildings located at 716 Crowley Ave, Lewistown MT 59457, commonly known as Torgerson's, LLC as a school bus barn site for \$387,500.00 using existing money in the Transportation Fund?

Number of votes FOR: 991

Number of votes AGAINST: 155

\* Barb Thomas  
(Print Trustee's name)

(Trustee's signature)

\* Jeremy Bristol  
(Print Trustee's name)

(Trustee's signature)

\* Monte Weeden  
(Print Trustee's name)

(Trustee's signature)

\* Phil Koterba  
(Print Trustee's name)

(Trustee's signature)

\* Jennifer Thompson  
(Print Trustee's name)

(Trustee's signature)

\* Shelley Poss  
(Print Trustee's name)

(Trustee's signature)

\* \_\_\_\_\_  
(Print Trustee's name)

(Trustee's signature)

The proposition was thereby ☒ approved or ☐ disapproved.

\*Signatures of Trustees of Lewistown School District No. 1

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. Send the certificate to the entity ordering the election within 15 days of the election, **20-20-416**, MCA.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

20

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

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

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades    Date: 05/12/2014

**SUMMARY:**

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

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

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

**NOTES:**

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

## **NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY**

**WHEREAS**, certain personal property owned by School District Number One and High School District Number One, Fergus County, Montana, has been determined by the Board of Trustees of said School Districts to be obsolete surplus, and unsuitable for school purposes because it is out of date and not usable, being described as follows:

**\*\*\* SEE ATTACHED LIST OF SURPLUS PROPERTY \*\*\***

**WHEREAS**, an arrangement will be made to sell or otherwise dispose of said property in the most expeditious manner possible;

**THEREFORE BE IT RESOLVED** that the Trustees of said School Districts authorize the sale and disposal of the attached listed property.

**BE IT FURTHER RESOLVED** that this resolution will become effective 14 days after publication of the notice as required by 20-6-604, MCA.

**DONE** at Lewistown, Montana, this 12th day of May 2014.

**ATTEST:**

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**CHAIR  
BOARD OF TRUSTEES  
SCHOOL DISTRICT NUMBER ONE  
HIGH SCHOOL DISTRICT NUMBER ONE**

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**REBEKAH RHOADES  
BUSINESS MANAGER/CLERK  
SCHOOL DISTRICT NUMBER ONE  
HIGH SCHOOL DISTRICT NUMBER ONE**

**To be published in the News Argus on May 14, 2014**

**P.O. #151920**

### **BIDDING INFORMATION**

Any person's interested in purchasing any of the surplus items listed may submit a sealed bid for said purchase. Bids should be submitted to: Lewistown Public Schools, Attn: Rebekah Rhoades, 215 7<sup>th</sup> Ave South, Lewistown, MT 59457. Bidding will close on Wednesday, May 28, 2014, at 5:00 p.m. Bidders will be notified of the results. For general questions, please contact Rebekah Rhoades at 535-8777 x 116.

## **SPRING 2014 SURPLUS LIST**

### **Highland Park:**

Hewlett Packard Deskjet 694C Color Printer – LIKELY WORKS, MAY JUST NEED INK  
Toshiba 4Head – WORKS  
Presidian VCR/DVD Player – DOES NOT WORK  
NEC projector – DOES NOT WORK

### **Garfield:**

Computer cart  
Projector cart  
Old Computer Monitor Optiquest  
HP Laser Jet 1200 Printer - WORKS  
Old Video Projector  
Overhead Projector 3M

### **Lewis & Clark:**

Old Sound System - 3 CD changer, cassette & AM/FM radio - speakers are separate from the base - WORKS  
HP Deskjet 940C printer – DOES NOT WORK  
4-drawer filing cabinet  
2 CRT 17" Computer Monitors  
2 Magnavox 19" TV's  
2 Metal Rolling Carts for a TV  
Multidisc Laser Player

### **Junior High School:**

25 Sets of music lesson books - most have score and one copy of each instrument  
6 sets of concert band music - score and at least one of each part  
21 hard cover general music textbooks  
58 soft cover general music textbooks  
Brown Wooden art easel about 6ft tall  
Old slide projector with slide wheel - WORKS  
Brown 25" X 25" paper cutter – WORKS, BUT NO SAFETY FEATURES  
4ft blue wooden art easel  
Blue metal portable easel  
Black Portable screen projector - WORKS

### **Fergus High School:**

NEC projector model VT47 with s/n 5500052UW – DOES NOT WORK  
Optimus VHS camcorder  
HP LaserJet 6P Printer  
Polaroid video projector  
Wegner Communications modulator  
Printer stand  
Magnavox VCR  
Zenith Satellite player



Gaylord book jacket cover (roll)  
CD rack  
VT47 projector – DOES NOT WORK  
HP Color LaserJet 1600 printer – WORKS, BUT COLOR SMEARS  
Dell Flat Screen Monitor – DOES NOT WORK  
HP Scanjet 5300c flatbed scanner – NO POWER SUPPLY OR SOFTWARE  
Laser printer HP2600 – DOES NOT WORK – Tag #00729  
IBM Wheelwriter 1500 Typewriter  
IBM Typewriter 6788  
OPScan4u Scanner – DOES NOT WORK  
Baby Grand Piano (Lester Piano Company) – NOT USED SINCE 1998.  
3 Sony Mpeg movie cameras (all have roughly a 1.6 mega pixel) – ALL WORK  
11 assorted pans and 7 lids – DAMAGED - coating is coming off the pans  
HP Deskjet 940c - WORKS

**Lincoln Building:**

HP Color LaserJet 5 Printer  
2 metal computer desks on wheels – approx. 3' X 2'  
Folding adjustable height metal table - approx. 2' X 4'  
Wooden drying rack with dowels - approx. 3' X 4' X 1' - excellent condition.  
Wood laminate computer desk  
Computer Monitor – DOES NOT WORK

**School Food:**

2 Pitchers  
5 Vases  
1 Aluminum Stockpot  
11 Freezer Racks  
1 Amana Microwave Shelf  
1 Warming Plate  
1 Cookie Sheet  
10 Disposable Table Clothes  
2 Water Baths for a Roaster  
16 Salt and Pepper Shaker Sets  
15 Dinner Roll Baskets  
2 Cambro Salad Bowl Holders  
2 Large Square Aluminum Roasters  
2 Industrial Can Openers  
5 Manual Multi Slicers  
1 HP Deskjet 5550 Printer – works at times  
1 HP LaserJet 4 Plus Printer – works at times

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

21

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

ITEM TITLE: APPROVE CONTRACTING WITH THE FERGUS COUNTY CLERK AND RECORDER'S  
OFFICE TO ACT AS ELECTION ADMINISTRATOR FOR SCHOOL ELECTIONS

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve Lewistown Public Schools contracting with the Fergus County Clerk and Recorder's Office to act as Election Administrator for the school elections and conduct all aspects of the election process for the 2014-2015 Fiscal Year in accordance with 20-20-417 MCA.

**SUGGESTED ACTION:** Approve Contracting with the Fergus County Clerk and Recorder's Office to act as Election Administrator for School Elections

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

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS  
LEVY/BOND HISTORY**

ELEMENTARY																		
	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	SPRING 2010	FALL 2010	2011	2012	2013
AMOUNT	\$268,571.05	\$169,267.06	\$165,301.94	\$27,075.62	NONE	\$46,533.25	\$15,336.91	NONE	\$98,000.00	\$24,110.65	\$77,903.95	NONE	\$123,863.99	\$111,435.00	NONE	\$211,108.25	NONE	NONE
MILLS	28.25	17.49	14.71	2.05		4.65	1.52			2.09	7.23		10.88	9.48		17.49		
FOR	560	569	497	510		786	661			703	689		478	958		923		
AGAINST	324	291	17	166		287	249			287	392		521	726		1165		
PASS/FAIL	PASS	PASS	PASS	PASS		PASS	PASS		PASS	PASS	PASS		FAIL	PASS		FAIL		
MAIL/POLL	POLL	POLL	POLL	POLL		POLL	POLL			POLL	POLL		POLL	POLL		MAIL		
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY		GF LEVY	GF LEVY		BR LEVY (10YR)	GF LEVY	GF LEVY		GF LEVY	GF LEVY		GF LEVY		

HIGH SCHOOL																		
	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	SPRING 2010	FALL 2010	2011	2012	2013
AMOUNT	\$32,867.01	\$107,066.90	\$69,582.16	NONE	NONE	\$87,613.29	\$55,318.87	\$101.00	\$98,000.00	\$227,354.04	\$28,399.56	NONE	\$34,998.00	NONE	\$10,715,000.00	\$137,765.21	NONE	\$130,492.06
MILLS	2.62	8.59	5.70			8.09	5.07	9.37		19.93	2.44		2.85		???	10.58		9.68
FOR	696	673	517			758	641	514		669	718		531		1421	919		1486
AGAINST	449	490	18			325	272	289		332	390		483		2143	1201		1337
PASS/FAIL	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS		PASS		FAIL	FAIL		PASS
MAIL/POLL	POLL	POLL	POLL	POLL	POLL	POLL	POLL	POLL		POLL	POLL		POLL		MAIL	MAIL		MAIL
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY	BR LEVY (10YR)	GF LEVY	GF LEVY		GF LEVY		BOND	GF LEVY		GF LEVY

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

22

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

ITEM TITLE: APPROVE CLASSIFIED STAFF SALARY MATRIX

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve the attached salary matrix for the Classified Staff. This matrix reflects the 1% negotiated increase.

**SUGGESTED ACTION:** Approve Classified Staff Salary Matrix

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

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS**  
**FY2014-15 CLASSIFIED PAY MATRIX**  
 April 30, 2014

FY15 NEGOTIATED INCREASE:

1.00%

	0	1	2	3	4	5	6	7	8	9	10	11+
ADMIN SECRETARY	12.92	13.31	13.70	14.09	14.47	14.86	15.25	15.64	16.02	16.02	16.02	16.80
ADMIN SECRETARY+15	13.31	13.70	14.09	14.47	14.86	15.25	15.64	16.41	16.41	16.41	16.41	17.19
ADMIN SECRETARY+30	13.70	14.09	14.47	14.86	15.25	15.64	16.02	16.80	16.80	16.80	16.80	17.58
ADMIN SECRETARY+45	14.47	14.86	15.25	15.64	16.02	16.41	16.80	17.58	17.58	17.58	17.58	18.35
COMPUTER TECH/PAYROLL	16.32	16.80	17.29	17.78	18.27	18.76	19.25	20.23	20.23	20.23	20.23	21.21
COMPUTER TECH/PAYROLL+15	16.80	17.29	17.78	18.27	18.76	19.25	19.74	20.72	20.72	20.72	20.72	21.70
COMPUTER TECH/PAYROLL+30	17.29	17.78	18.27	18.76	19.25	19.74	20.23	21.21	21.21	21.21	21.21	22.19
COMPUTER TECH/PAYROLL+45	18.27	18.76	19.25	19.74	20.23	20.72	21.21	22.19	22.19	22.19	22.19	23.17
FIRST COOK/BAKER	10.74	11.05	11.36	11.67	11.98	12.29	12.61	13.23	13.23	13.23	13.23	13.23
FIRST COOK/BAKER+15	11.05	11.36	11.67	11.98	12.29	12.61	12.92	13.54	13.54	13.54	13.54	13.54
FIRST COOK/BAKER+30	11.36	11.67	11.98	12.29	12.61	12.92	13.23	13.85	13.85	13.85	13.85	13.85
FIRST COOK/BAKER+45	11.98	12.29	12.61	12.92	13.23	13.54	13.85	14.47	14.47	14.47	14.47	14.47
FOOD SERVICE/KITCHEN AIDE	10.12	10.37	10.61	10.85	11.10	11.10	11.10	11.10	11.10	11.10	11.10	11.10
FOOD SERVICE/KITCHEN AIDE+15	10.37	10.61	10.85	11.10	11.34	11.34	11.34	11.34	11.34	11.34	11.34	11.34
FOOD SERVICE/KITCHEN AIDE+30	10.61	10.85	11.10	11.34	11.58	11.58	11.58	11.58	11.58	11.58	11.58	11.58
FOOD SERVICE/KITCHEN AIDE+45	11.10	11.34	11.58	11.83	12.07	12.07	12.07	12.07	12.07	12.07	12.07	12.07
HOT LUNCH VAN	11.75	12.02	12.29	12.56	12.83	12.83	12.83	12.83	12.83	12.83	12.83	12.83
HOT LUNCH VAN+15	12.02	12.29	12.56	12.83	13.10	13.10	13.10	13.10	13.10	13.10	13.10	13.10
HOT LUNCH VAN+30	12.29	12.56	12.83	13.10	13.37	13.37	13.37	13.37	13.37	13.37	13.37	13.37
HOT LUNCH VAN+45	12.83	13.10	13.37	13.64	13.91	13.91	13.91	13.91	13.91	13.91	13.91	13.91
IMC TECH	11.77	12.11	12.45	12.79	13.13	13.47	13.82	13.82	13.82	13.82	13.82	13.82
IMC TECH+15	12.11	12.45	12.79	13.13	13.47	13.82	14.16	14.16	14.16	14.16	14.16	14.16
IMC TECH+30	12.45	12.79	13.13	13.47	13.82	14.16	14.50	14.50	14.50	14.50	14.50	14.50
IMC TECH+45	13.13	13.47	13.82	14.16	14.50	14.84	15.18	15.18	15.18	15.18	15.18	15.18
MAINT I	8.37	8.68	8.98	9.29	9.60	9.60	9.60	9.60	9.60	9.60	9.60	9.60
MAINT I+15	8.68	8.98	9.29	9.60	9.91	9.91	9.91	9.91	9.91	9.91	9.91	9.91
MAINT I+30	8.98	9.29	9.60	9.91	10.22	10.22	10.22	10.22	10.22	10.22	10.22	10.22
MAINT I+45	9.60	9.91	10.22	10.53	10.84	10.84	10.84	10.84	10.84	10.84	10.84	10.84
MAINT II	11.75	12.04	12.33	12.63	12.92	13.22	13.51	14.10	14.10	14.10	14.10	14.68
MAINT II+15	12.04	12.33	12.63	12.92	13.22	13.51	13.80	14.39	14.39	14.39	14.39	14.98
MAINT II+30	12.33	12.63	12.92	13.22	13.51	13.80	14.10	14.68	14.68	14.68	14.68	15.27
MAINT II+45	12.92	13.22	13.51	13.80	14.10	14.39	14.68	15.27	15.27	15.27	15.27	15.86
MAINT III	12.05	12.35	12.65	12.95	13.25	13.56	13.86	14.46	14.46	14.46	14.46	15.06
MAINT III+15	12.35	12.65	12.95	13.25	13.56	13.86	14.16	14.76	14.76	14.76	14.76	15.36
MAINT III+30	12.65	12.95	13.25	13.56	13.86	14.16	14.46	15.06	15.06	15.06	15.06	15.66
MAINT III+45	13.25	13.56	13.86	14.16	14.46	14.76	15.06	15.66	15.66	15.66	15.66	16.27
MAINT IV	12.55	12.86	13.18	13.49	13.80	14.12	14.43	15.06	15.06	15.06	15.06	15.69
MAINT IV+15	12.86	13.18	13.49	13.80	14.12	14.43	14.74	15.37	15.37	15.37	15.37	16.00
MAINT IV+30	13.18	13.49	13.80	14.12	14.43	14.74	15.06	15.69	15.69	15.69	15.69	16.31
MAINT IV+45	13.80	14.12	14.43	14.74	15.06	15.37	15.69	16.31	16.31	16.31	16.31	16.94
MAINT V	17.06	17.49	17.92	18.34	18.77	19.20	19.62	20.48	20.48	20.48	20.48	21.33
MAINT V+15	17.49	17.92	18.34	18.77	19.20	19.62	20.05	20.90	20.90	20.90	20.90	21.76
MAINT V+30	17.92	18.34	18.77	19.20	19.62	20.05	20.48	21.33	21.33	21.33	21.33	22.18
MAINT V+45	18.77	19.20	19.62	20.05	20.48	20.90	21.33	22.18	22.18	22.18	22.18	23.04
MAINT VI	19.13	20.09	21.05	22.01	22.96	23.92	24.88	24.88	24.88	24.88	24.88	24.88
MAINT VI+15	20.09	21.05	22.01	22.96	23.92	24.88	25.83	25.83	25.83	25.83	25.83	25.83
MAINT VI+30	21.05	22.01	22.96	23.92	24.88	25.83	26.79	26.79	26.79	26.79	26.79	26.79
MAINT VI+45	22.01	22.96	23.92	24.88	25.83	26.79	27.75	27.75	27.75	27.75	27.75	27.75
MECH I	13.62	13.96	14.30	14.64	15.83	17.01	17.01	17.01	17.01	17.01	17.01	17.01
MECH I+15	13.96	14.30	14.64	14.98	16.17	17.35	17.35	17.35	17.35	17.35	17.35	17.35
MECH I+30	14.30	14.64	14.98	15.32	16.51	17.69	17.69	17.69	17.69	17.69	17.69	17.69
MECH I+45	14.64	14.98	15.32	15.66	16.85	18.03	18.03	18.03	18.03	18.03	18.03	18.03
PARA EDUCATOR	9.93	10.18	10.43	10.68	10.93	11.18	11.42	11.42	11.42	11.42	11.42	11.42
PARA EDUCATOR+15	10.67	10.92	11.17	11.41	11.66	11.91	12.16	12.16	12.16	12.16	12.16	12.16
PARA EDUCATOR+30	10.99	11.24	11.48	11.73	11.98	12.23	12.48	12.48	12.48	12.48	12.48	12.48
PARA EDUCATOR+45	11.62	11.87	12.12	12.37	12.62	12.86	13.11	13.11	13.11	13.11	13.11	13.11
PARA EDUCATOR+CERT	12.26	12.51	12.76	13.00	13.25	13.50	13.75	13.75	13.75	13.75	13.75	13.75
PURCH/REC	14.53	14.96	15.40	15.83	16.27	16.70	17.14	18.01	18.01	18.01	18.01	18.88
PURCH/REC+15	14.96	15.40	15.83	16.27	16.70	17.14	17.58	18.45	18.45	18.45	18.45	19.32
PURCH/REC+30	15.40	15.83	16.27	16.70	17.14	17.58	18.01	18.88	18.88	18.88	18.88	19.75
PURCH/REC+45	16.27	16.70	17.14	17.58	18.01	18.45	18.88	19.75	19.75	19.75	19.75	20.63
SECOND COOK/BAKER	10.56	10.87	11.17	11.48	11.79	12.09	12.40	13.01	13.01	13.01	13.01	13.01
SECOND COOK/BAKER+15	10.87	11.17	11.48	11.79	12.09	12.40	12.70	13.32	13.32	13.32	13.32	13.32
SECOND COOK/BAKER+30	11.17	11.48	11.79	12.09	12.40	12.70	13.01	13.62	13.62	13.62	13.62	13.62
SECOND COOK/BAKER+45	11.79	12.09	12.40	12.70	13.01	13.32	13.62	14.24	14.24	14.24	14.24	14.24
SECRETARY	11.61	11.96	12.31	12.66	13.01	13.35	13.70	14.40	14.40	14.40	14.40	15.10
SECRETARY+15	11.96	12.31	12.66	13.01	13.35	13.70	14.05	14.75	14.75	14.75	14.75	15.44
SECRETARY+30	12.31	12.66	13.01	13.35	13.70	14.05	14.40	15.10	15.10	15.10	15.10	15.79
SECRETARY+45	13.01	13.35	13.70	14.05	14.40	14.75	15.10	15.79	15.79	15.79	15.79	16.49
STUDY HALL SUPERVISOR	12.50	12.88	13.27	13.66	14.05	14.43	14.43	14.43	14.43	14.43	14.43	14.43
STUDY HALL SUPERVISOR+15	12.88	13.27	13.66	14.05	14.43	14.82	14.82	14.82	14.82	14.82	14.82	14.82
STUDY HALL SUPERVISOR+30	13.27	13.66	14.05	14.43	14.82	15.21	15.21	15.21	15.21	15.21	15.21	15.21
STUDY HALL SUPERVISOR+45	14.05	14.43	14.82	15.21	15.60	15.98	15.98	15.98	15.98	15.98	15.98	15.98
TRANSPORTATION	15.08	15.38	15.68	15.98	16.28	16.28	16.28	16.28	16.28	16.28	16.28	16.28
TRANSPORTATION+15	15.38	15.68	15.98	16.28	16.58	16.58	16.58	16.58	16.58	16.58	16.58	16.58
TRANSPORTATION+30	15.68	15.98	16.28	16.58	16.89	16.89	16.89	16.89	16.89	16.89	16.89	16.89
TRANSPORTATION+45	16.28	16.58	16.89	17.19	17.49	17.49	17.49	17.49	17.49	17.49	17.49	17.49

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/12/2014

**Agenda Item No.**

23

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

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

**Requested By:** Board of Trustees    **Prepared By:** Rebekah Rhoades    **Date:** 05/12/2014

**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    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

	Motion	Second	Aye	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Koterba						
Poss						
Thomas						
Thompson						
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 2014-2015 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 bus route travels over the divide into the Grass Range School District to the Cheadle-Piper Cutoff North and then turns around.

Bus Route 10 – Afternoon bus route travels 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

05/12/2014

Agenda Item No.

24

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

ITEM TITLE: APPROVE FERGUS COUNTY INVESTMENT RESOLUTION

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve the resolution for the 2014-2015 Investment Program for the Lewistown Public Schools as presented by the Fergus County Commissioners.

**SUGGESTED ACTION:** Approve Fergus County Investment Resolution

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

**NOTES:**

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



## **FERGUS COUNTY INVESTMENT RESOLUTION**

WHEREAS, the Fergus County Commissioners have established an investment program incorporating all county and school districts' cash on deposit with the County Treasurer, which will be administered through the County Treasurer's Office;

WHEREAS, all research indicates that Lewistown School District No. 1 interest revenue will be increased appreciably by participation in the County Investment Program;

WHEREAS, Subsection (4) of Section 20-9-213, MCA, places the authority to invest any monies of the School District with the Board of Trustees and Subsection (10) of Section 20-9-212, MCA, prescribes a duty for the County Treasurer to invest money of the School District as directed by the Board of Trustees of the School District.

WHEREAS, while participating in the Fergus County Investment Pool, all monies will be invested as directed by the County Treasurer, under the guidelines of the Fergus County Investment Committee's Bylaws, and there will be no individual investments for any one entity.

NOW, THEREFORE, BE IT RESOLVED, that Lewistown School District Number 1, Fergus County, will participate in the Fergus County Investment Program from July 1, 2013, through June 30, 2014, and pay the 2 % investment program administrative fee from the resultant interest revenue;

BE IT FURTHER RESOLVED that the Board of Trustees appoints Rebekah Rhoades, Business Manager/District Clerk (By-laws Article 11, Section Id) as our representative to the Fergus County Investment Committee, and,

BE IT FURTHER RESOLVED, that the Fergus County Treasurer is hereby designated the agent of Lewistown School District No. 1, Fergus County, for the purpose of investing all available cash of the School District.

DATED this 12<sup>th</sup> day of May 2014.

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CHAIR, BOARD OF TRUSTEES  
SCHOOL DISTRICT NO. 1

ATTEST:

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SCHOOL DISTRICT CLERK  
SCHOOL DISTRICT NO. 1

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/12/2014

**Agenda Item No.**

25

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

**ITEM TITLE:** APPROVE MHSA MEMBERSHIP AND RELATED PAYMENTS

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve membership in the Montana High School Association (MHSA).  
The costs for the 2014-2015 School Year include the following:

Association Fees for Membership in MHSA Activities	\$4,500.00
Insurance Premium for MHSA Catastrophic Insurance Plan	<u>560.00</u>
	\$5,060.00

**SUGGESTED ACTION:**    Approve MHSA Membership and Related Payments

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

**NOTES:**

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

**MONTANA HIGH SCHOOL ASSOCIATION**  
**1 South Dakota**  
**Helena, MT 59601**

***Annual Dues Application and Fees Remittance Form***

\_\_\_\_\_ FERGUS \_\_\_\_\_ High School of \_\_\_\_\_ LEWISTOWN \_\_\_\_\_ Montana,  
 Montana, hereby makes application for membership in the Montana High School Association (MHSA) for the school  
 year **2014-15** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its  
 representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to  
 comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and  
 acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one  
 vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the  
 minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the  
 Association the yearly membership fees. If the school is registering for an activity in which the school district did  
 not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted  
 to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions.  
 (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Football	<input checked="" type="checkbox"/>	Golf	<input checked="" type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Orchestra
<input type="checkbox"/>	Soccer	<input checked="" type="checkbox"/>	Softball	<input checked="" type="checkbox"/>	Speech
<input type="checkbox"/>	Swimming	<input type="checkbox"/>	Swimming		
<input checked="" type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Tennis		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Wrestling	<input checked="" type="checkbox"/>	Volleyball		
<b>7</b>	<b>&lt;&lt; TOTAL BOYS</b>	<b>7</b>	<b>&lt;&lt; TOTAL GIRLS</b>	<b>4</b>	<b>&lt;&lt; TOTAL COMBINED</b>

**TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 18 @ \$250.00 = \$ 4,500.00**

**Remit this amount to the MHSA office before July 15th and include an ORIGINAL SIGNED FORM**

Signed/Dated: \_\_\_\_\_  
 Chair / Board of Trustees

Signed/Dated: \_\_\_\_\_  
 Superintendent or Principal

.....

<i>For MHSA Use Only:</i>	
Date Received: _____	Amount Received: _____
Check No. _____	Late Fee: _____
Total Amount Received: _____	

**MONTANA HIGH SCHOOL ASSOCIATION**

1 South Dakota Avenue  
Helena, MT 59601  
(406) 442-6010

**LIABILITY CATASTROPHE PLAN REMITTANCE FORM**

We have enclosed our remittance in the amount of \$ **560.00** based on the HIGH SCHOOL ENROLLMENT (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for 2014-15.

**School** Fergus High School

**Date** May 12, 2014

**Signed** \_\_\_\_\_

.....  
**High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2013**

<b><u>Enrollment</u></b>	<b><u>Premium</u></b>
0-40	\$180.00
41-110	\$265.00
111-200	\$340.00
201-300	\$450.00
301-400	\$560.00
401-800	\$750.00
801-up	\$1,200.00

You must use your **high school enrollment** per your FALL, 2013 report to OPI or for private schools, use your enrollment as of November 1, 2013.

**PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2014****

**For MHSA Use Only**

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

Premium: \_\_\_\_\_

Check No: \_\_\_\_\_ Late Fee \_\_\_\_\_

**MONTANA HIGH SCHOOL ASSOCIATION  
2014-15 Catastrophic Insurance Renewal  
Mutual of Omaha**

***Summary of Lifetime Benefits***

- **Accident Medical Expense Benefit:** 100% of reasonable, customary and necessary covered expenses, with an overall lifetime limit of \$1,000,000.
- **Deductible:** \$50,000 per injury.
- **Incurral Period:** Two (2) year incurral period in which to meet the deductible.
- **Extended Care Facility Maximum** \$365,000 per calendar year.
- **Combined Home Healthcare/Custodial Care Maximum:** \$100,000 per calendar year.
- **Maximum Physical Therapy Benefit:** \$50,000 per calendar year.
- **Accidental Death Benefit:** \$10,000.
- **Cash Benefit:** \$10,000 (for paralysis, including quadriplegia, paraplegia or hemiplegia).

***Expanded Benefits (Total Disability Only):***

- **Lifetime Special Expense Benefit:** \$100,000 first decade; \$50,000 each decade thereafter for home remodeling or adaptation and special vehicle purchase or adaptation.
- **Lifetime Adjustment Expense Benefit:** \$50,000 Lifetime for family counseling, training, travel and loss of earnings of parents.
- **Lifetime Education Expense:** \$50,000 for tuition, room and board and other related expenses.
- **Total Disability Benefit:** A catastrophically injured student who is totally disabled at age 18 may receive \$1,500 per month for remainder of life
- **Partial Disability Benefit:** A catastrophically injured student who is partially disabled at age 18 may receive \$1,000 per month for remainder of life.

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/12/2014

**Agenda Item No.**

26

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

**ITEM TITLE:** APPROVE TRUSTEES PARTICIPATION IN THE DISTRICT HEALTH INSURANCE

**Requested By:** Board of Trustees    **Prepared By:** Rebekah Rhoades    **Date:** 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve allowing Trustees to participate in the District Health Insurance.

**SUGGESTED ACTION:** Approve Trustees Participation in the District Health Insurance

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

**NOTES:**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

27

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

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR THE CLASSIFIED STAFF

Requested By: Board of Trustees    Prepared By: Jason Butcher    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve issuing contracts for the Classified Staff for the 2014-2015 School Year as listed on the attachment.

**SUGGESTED ACTION:** Approve Issuing Contracts for the Classified Staff

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

**NOTES:**

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

Name	Job Title	Hours	Days
ASHLEY, RICHARD DEAN	DELIVERY VAN DRIVER	6.00	186
ATCHISON, ROBERTA L	PAYROLL CLERK	8.00	260
BARBER, RANDALL L	MAINTENANCE	8.00	260
BASZCZUK, REBECCA I	BUS DRIVER	5.00	185
BENES, PATRICIA A	PARAPROFESSIONAL	7.00	186
BENNETT, JOEL W III	CUSTODIAN	8.00	260
BERG, STEPHANIE E	FOOD SERVER	1.50	187
BLAZICEVICH, JENIFER L	PARAPROFESSIONAL	7.50	186
BOWEN, CONNIE R	PARAPROFESSIONAL	7.00	186
BOWEN, KC L	PARAPROFESSIONAL	7.50	186
BRISTOL, JENNIFER L	SCHOOL SECRETARY	8.00	226
BROWN, CLAUDIA A	PARAPROFESSIONAL	7.50	186
BUEHLER, DANIELLE L	CMEC SECRETARY	7.00	260
BURNHAM, ENDREAH I	PARAPROFESSIONAL	7.50	186
BURNS, FRANK B	BUS DRIVER	3.50	185
BUSSEY, JAMES O	CUSTODIAN	8.00	260
CHAMBERLAIN, SANDRA L	ADMINISTRATIVE SECRETARY	8.00	260
CONNER, TRACY C	PARAPROFESSIONAL	7.50	186
CONRAD, GRETCHEN	PARAPROFESSIONAL	7.50	186
DARRINGTON, ANDREA N	PARAPROFESSIONAL	7.00	186
D'AUTREMONT, JODY	SCHOOL SECRETARY	8.00	226
D'HOOGHE, JOAN M	SPEC ED BUS AIDE	6.00	185
DISTAD, GARY L	MECHANIC	8.00	260
DOWNING, HEIDI A	SECOND BAKER/FOOD SERVER	6.00	193
FINUCANE, KRISTIN K	FOOD SERVER/KITCHEN AIDE	6.25	187
FISK, DALE R	GROUNDSCKEEPER/MAINT	8.00	260
FOSTER, GAYLE M	PARAPROFESSIONAL	7.00	186
FOWLER, LAURIE K	SECOND COOK	7.00	193
FRY, JUDY E	PARAPROFESSIONAL	7.00	186
GOBBLE, CHRISTINE L	RECEIVING/AP CLERK	4.00	260
GUETHS, HEATHER	PARAPROFESSIONAL	7.50	186
HANSON, KAREN A	FOOD SERVER	3.75	187
HENDERSON, JODI L	PARAPROFESSIONAL	7.50	186
HENSLEY, DANIEL L	CUSTODIAN	8.00	260
ITEN, SHELLEY J	PARAPROFESSIONAL	7.50	186
JENSEN, JOHN C	TECH SUPPORT SPECIALIST	8.00	260
KELLY, STEVEN M	CUSTODIAN	8.00	260
KILBY, MICHAEL E	CUSTODIAN	8.00	260
KONERT, DANIEL J	MAINTENANCE	8.00	260
KROPF, LAURA P	PARA/SECRETARY AIDE	7.50	186
LAFEVER, JAMES K	CUSTODIAN	8.00	260
LAFEVER, ROSEMARY A	FOOD SERVER/CASHIER	3.00	187
LANKUTIS, TERRY L	RECORDS/TECH SUPPORT	7.00	260
LANTZER, LEE M	BUS DRIVER	5.00	185
LARK, TODD S	TECH SUPPORT SPECIALIST	8.00	260
LEAP, LESLIE W	BUS DRIVER	4.50	185
LELEK, JONETTE	FOOD SERVER	3.00	187
LELEK, WAYNE R	BUS DRIVER	5.00	185
MANE, JANINE B	FOOD SERVER/KITCHEN AIDE	6.50	187
MARTIN, KIM M	HEAD BAKER	7.00	193
MATTHEIS, NANCY D	IMC TECHNICIAN	8.00	215
MAXWELL, SHANNON M	PARAPROFESSIONAL	4.00	186



Name	Job Title	Hours	Days
MCKINNEY, NORINE K	PARAPROFESSIONAL	7.50	186
MCLENDON, DARCY J	PARAPROFESSIONAL	7.50	186
MCPHERSON, BETTE Y	PARAPROFESSIONAL	8.00	186
MILLER, JEANETTE E	SWEEPER	4.00	185
MOLINE, ROBIN J	SCHOOL SECRETARY	8.00	260
NEWMAN, EILEEN J	KITCHEN AIDE	2.50	187
NOEL, CINDY L	BUS DRIVER	5.50	185
O'DELL, FLEETA A	FOOD SERVER/PARA/SUB CALL-IN	7.00	186
PAULSON, DONNA D	SECOND COOK	7.00	197
PEARSON, JAMES E	BUS DRIVER	5.50	185
PFAU, WENDY J	SCHOOL SECRETARY	5.00	201
PRATHER, LLOYD K	CUSTODIAN	8.00	260
PRINDLE, LYNNE R	PARAPROFESSIONAL	7.50	186
QUINLAN, DARLA J	PARAPROFESSIONAL/SUB CALL-IN	7.75	186
RAU, LISA K	PARAPROFESSIONAL	7.50	194
RECTOR, KIRBY D	BUS DRIVER	2.00	185
RICKL, LINDSEY	FOOD SERVER/KITCHEN AIDE	6.50	187
RIFE, VICKI E	PARAPROFESSIONAL	7.50	186
ROGAN, JEAN M	PARAPROFESSIONAL	8.00	186
ROGERS, CHRISTINE L	SCHOOL SECRETARY	8.00	226
ROWE, STEVEN T	CUSTODIAN	8.00	260
RUMMANS, DAVID L	PARAPROFESSIONAL	7.50	186
RUTLEDGE, SUSAN K	PARAPROFESSIONAL	7.00	186
RYGG, MERYL M	ACCOMPANIST	3.00	186
SANDERS, BETTY L	PARAPROFESSIONAL	7.00	186
SAUBY, BARBARA J	PARAPROFESSIONAL	7.50	186
SCHOENFELDER, LANNA L	SCHOOL SECRETARY	8.00	226
SCHRAUTH, LUANN C	PURCHASING/AP CLERK	7.00	260
SCHUCHARD, SHAWN G	CUSTODIAN	8.00	260
SEBEK, SHERRI J	FOOD SERVER	3.50	187
STANDLEY, SUSAN	PARAPROFESSIONAL	7.50	186
STANTON, JEANA G	FOOD SERVER	3.00	187
THAYNE, MELINDA F	FOOD SERVER/KITCHEN AIDE	6.50	187
TUCEK, PAUL	MECHANIC	8.00	260
WALKER, DEBORAH E	SWEEPER	8.00	260
WATT, DARLEEN F	PARAPROFESSIONAL	8.00	186
WIEGERT, KIM M	PARAPROFESSIONAL	7.50	186
WILLIAMS, DEBRA A	HEAD COOK	7.00	193
WILLIAMS, DENISE M	FOOD SERVER	2.75	187
WILSON, RYAN M	PARAPROFESSIONAL	7.00	186
WISE-KLIPPENES, LYNNE R	TECH SUPPORT SPECIALIST	8.00	260
WOOD JR, FRED J	BUS DRIVER	5.00	185
WOOLETT, ANGELA M	SCHOOL SECRETARY	8.00	190
WRIGHT, TIFFANY K	PARAPROFESSIONAL	7.50	186

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/12/2014

**Agenda Item No.**

28

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

**ITEM TITLE:** APPROVE ISSUING CONTRACT FOR THE CONSTRUCTION ACADEMY INSTRUCTOR

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve issuing a contract for Ron Peevey, Construction Academy Instructor at \$27.59 per hour for up to 8 hours per day for up to 190 days during the 2014-2015 School Year. The Construction Academy is funded by the sale of the construction projects.

**SUGGESTED ACTION:** Approve Issuing Contract to Ron Peevey, Construction Academy Instructor

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

**NOTES:**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

29

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2013-2014 SCHOOL YEAR

Requested By: Board of Trustees    Prepared By: Jason Butcher    Date: 05/12/2014

**SUMMARY:**

The Board of Trustees needs to approve the additions to the substitute list for the 2013-2014 School Year as listed below:

Substitute Custodian List:

Alyssa Yaeger                      (Summer Groundskeeper)

**SUGGESTED ACTION:** Approve Additions to the Substitute List for the 2013-2014 School Year

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

**NOTES:**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/12/2014

Agenda Item No.

30

☐ Minutes/Claims

☐ Board of Trustees

☐ Superintendent's Report

☐ Action - Consent

☒ Action - Indiv.

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Jason Butcher Date: 05/12/2014

**SUMMARY:**

Attached is the Personnel Report for your review.

**SUGGESTED ACTION:** Approve All Items

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

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** May 12, 2014

<i><b>EMPLOYEE NAME</b></i>	<i><b>POSITION</b></i>	<i><b>LOCATION</b></i>	<i><b>RECOMMENDED ACTION</b></i>	<i><b>EFFECTIVE DATE</b></i>	<i><b>COMMENTS</b></i>
<b>VENTRESCA, Matt</b>	Elementary Principal / Teacher	Garfield Elementary School	Approve appointment as per recommendation--\$67,500	May 12, 2014	See attached hiring recommendation.
<b>ELLIOTT, Jeff</b>	Head Boys Basketball Coach	Fergus High School	Approve appointment on schedule—(0.150)	May 12, 2014	See attached memo.
<b>WIER, Deena</b>	Head Girls Basketball Coach	Fergus High School	Approve appointment on schedule—(0.150)	May 12, 2014	See attached memo.
<b>FLENTIE, Susan</b>	Head Boys/Girls Cross Country Coach	Fergus High School	Approve appointment on schedule—(0.125)	May 12, 2014	See attached memo.
<b>THACKERAY, Brett</b>	Head Golf Coach	Fergus High School	Approve appointment on schedule—(0.090)	May 12, 2014	See attached memo.
<b>MANGOLD, Mike</b>	Head Softball Coach	Fergus High School	Approve appointment on schedule—(0.125)	May 12, 2014	See attached memo.
<b>LEWIS, Diane</b>	Head Tennis Coach	Fergus High School	Approve appointment on schedule—(0.145)	May 12, 2014	See attached memo.
<b>OLSON, Steve</b>	Head Track Coach	Fergus High School	Approve appointment on schedule—(0.145)	May 12, 2014	See attached memo.
<b>TAYLOR, Tara</b>	Head Volleyball Coach	Fergus High School	Approve appointment on schedule—(0.145)	May 12, 2014	See attached memo.
<b>ARMSTRONG, Chad</b>	Head Wrestling Coach	Fergus High School	Approve appointment on schedule—(0.145)	May 12, 2014	See attached memo.
<b>POUKISH, Nathan</b>	Music Teacher	Highland Park Elementary School Garfield Elementary School	Approve appointment on schedule—BA Step 4 (Actual Step 0)	May 12, 2014	See attached hiring recommendation.

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** May 12, 2014

<i><b>EMPLOYEE NAME</b></i>	<i><b>POSITION</b></i>	<i><b>LOCATION</b></i>	<i><b>RECOMMENDED ACTION</b></i>	<i><b>EFFECTIVE DATE</b></i>	<i><b>COMMENTS</b></i>
<b>ARMSTRONG, Chad</b>	Summer Session Driver Education Instructor	School District #1	Approve appointment for 108 hours at \$20 per hour for a total of \$2,160 for behind-the-wheel instruction	May 12, 2014	See attached memo.
<b>RUTLEDGE, Robert</b>	Summer Session Driver Education Instructor	School District #1	Approve appointment for 112 hours at \$20 per hour for a total of \$2,240 for classroom instruction	May 12, 2014	See attached memo.
<b>ELNESS, Mauri</b>	Summer Session Driver Education Instructor	School District #1	Approve appointment for 144 hours at \$20 per hour for a total of \$2,880 for behind-the-wheel instruction	May 12, 2014	See attached memo.
<b>RECOMMENDATIONS FOR EXTENDED SCHOOL YEAR (ESY) STAFF</b>	Special Education Summer School Teachers/Aides	School District #1	Approve appointment on schedule as per attached recommendation	May 12, 2014	See attached memo.
<b>DONALDSON, Matt</b>	Math Teacher	Lewistown Junior High School	Approve request to pursue a Master's Degree in Educational Leadership	May 12, 2014	See attached letter.
<b>VALLINCOURT, Noah</b>	Social Studies Teacher	Lewistown Junior High School	Approve request to pursue a Master's Degree in Educational Leadership	May 12, 2014	See attached letter.
<b>SCHAEFFER, Kathleen</b>	Bus Driver/Driver Trainer	School District #1	Approve appointment on schedule— TRANS 15+45 for up to 8.00 hours per day for up to 260 days	May 12, 2014	See attached memo.
<b>STENSETH, Rhonda</b>	Math Teacher	Fergus High School	Accept letter of resignation	June 30, 2014	See attached letter.

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**HIRING RECOMMENDATION**

The selection committee has reviewed the candidate's application and related data. On the basis of their review they recommend:

\_\_\_\_\_  
Matthew Ventresca

For:

Job Title

\_\_\_\_\_  
Elementary Principal / Teacher

Classification

\_\_\_\_\_  
Administrator

Step

\_\_\_\_\_  
N/A

Work location

\_\_\_\_\_  
Garfield Elementary

Date to begin work

\_\_\_\_\_  
Fall 2014

Days per yr/Hrs per day

\_\_\_\_\_  
212 days per year

SELECTION COMMITTEE:

\_\_\_\_\_  
Jenni Bristol

\_\_\_\_\_  
Jason Butcher

\_\_\_\_\_  
Ashley Jenness

\_\_\_\_\_  
Matt Lewis

\_\_\_\_\_  
Sara Sullivan

\_\_\_\_\_  
Jamie Sura

\_\_\_\_\_  
Barb Thomas

\_\_\_\_\_  
Michelle Trafton

RECOMMENDATION APPROVED ☒

RECOMMENDATION NOT APPROVED ☐

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at their Regular Board meeting on May 12, 2014.



FERGUS HIGH SCHOOL  
Jim Daniels, Athletic Director  
Jeff Elliott, Activities Director  
Wendy Pfau, Athletic Secretary  
(406) 535-2321 Fax: (406) 535-3835

**TO: Jason Butcher, Superintendent of Schools**

**FROM: Jim Daniels A.D.**

**DATE: May 8, 2014**

**RE: FHS Head Coaches**

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**Please recommend to the Board of Trustees the following individuals for extracurricular activities for the 2014-2015 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.**

**Fergus High School - Head Coaches:**

Jeff Elliott	Boys Basketball	(0.150)
Deena Wier	Girls Basketball	(0.150)
Susan Flentie	Cross Country	(0.125)
Brett Thackeray	Golf	(0.090)
Mike Mangold	Softball	(0.125)
Diane Lewis	Tennis	(0.145)
Steve Olson	Track	(0.145)
Tara Taylor	Volleyball	(0.145)
Chad Armstrong	Wrestling	(0.145)

**Thanks!!**



## HIRING RECOMMENDATION

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Nathan Poukish

## Elementary Music Teacher

BA

#### 4 (Actual Step 0)

## K-4 Elementary Schools

Fall 2014

187 days per year

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Mary Kepler

Matt Lewis

RECOMMENDATION NOT APPROVED ☐

If approved, the Superintendent will recommend to the Trustees at their Regular Board meeting on May 12, 2014.

# Memorandum

**To:** Jason Butcher, Superintendent  
**From:** Diane Oldenburg, Driver Education Director  
**Date:** May 6, 2014  
**Re:** Summer Driver Education

I am requesting the Board of Trustees approval to hire Robert Rutledge, Chad Armstrong and Mauri Elness to instruct the Driver Education summer sessions for 2014. They have each received the appropriate Traffic Education Endorsement from the Office of Public Instruction to teach Driver Education.

Approximate dates of employment and approximate contract amounts:

Chad Armstrong	June 2-June 30, 2014	\$2,160.00 (BTW only-108 hours)
Robert Rutledge	June 2-June 30, 2014	\$2,240.00 (Classroom-112 hours)
Mauri Elness	June 2-June 30, 2014	\$2,880.00 (BTW only-144 hours)

The rate of pay will be \$20.00 per hour for classroom time and behind-the-wheel (BTW) driving time. Thank you for your consideration.

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# CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

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215 7th Avenue South  
Lewistown, MT 59457

Chris Rice, Director  
(406) 535-9012

TO: Lewistown Board of Trustees

DATE: May 7, 2014

FR: Chris Rice

RE: Extended School Year

Please note the following recommendations for Special Education Extended School Year (ESY) staffing. There may be additional recommendations made at the June Board meeting, contingent on confirmed student enrollment.

August 11-22, 2014

Leslie Long	Special Educ Teacher - PK-12	\$17.50/hour	up to 100 hours
Jill Murphy	Special Educ Teacher - PK-12	\$17.50/hour	up to 100 hours
Jenifer Blazicevich	Aide	\$15.00/hour	up to 70 hours
KC Bowen	Aide	\$15.00/hour	up to 70 hours
Lisa Charbonneau	Aide	\$15.00/hour	up to 50 hours
Gretchen Conrad	Aide	\$15.00/hour	up to 70 hours
Jodi Henderson	Aide	\$15.00/hour	up to 70 hours

Thank you.

SERVING SPECIAL STUDENTS IN  
FERGUS, WHEATLAND, GOLDEN VALLEY, PETROLEUM, MUSSELSHELL AND  
JUDITH BASIN COUNTIES

To the Lewistown School Board:

I have always wanted to be a teacher. As I continue teaching, I feel that I can contribute more to the school district. I have discussed different aspects of administration with Tim Majerus and have been intrigued by the different parts of his job. Administration would allow me to influence the students in other ways, rather than just in the classroom.

With this in mind, I am very interested in pursuing a Master's Degree in Educational Leadership through Montana State University. I am a hard-worker, motivated, and will work diligently to improve our school and help our school achieve at the highest level it can.

This program will benefit me both in and out of the classroom. I will gain a better understanding of different methods of communications between parents, students, and faculty. It will also help me see how to effectively manage budgets, design schedules, and how to place students in the correct classes. Additionally, I will have a greater understanding of the laws incorporated with teaching.

I have grown a great deal as a teacher since I earned my teaching degree. I spent one year substituting, which was a great experience because I was able to see different classrooms. Also, it allowed me to understand what it was like to try to find a substitute at the last minute. I have grown a great deal as a teacher during the past two years. I have a much better understanding of different strategies for working and communicating with students, parents, and staff to ensure student success. In addition, I am involved in the STREAM project, implemented in select schools across Montana to train teachers in better understanding and implementing the new State Standards. This project has allowed me to work with other teachers to assist them in their understanding of the new standards.

I stay involved with different aspects of the school, especially athletics. I coach junior high basketball, am the ski club advisor, and often assist with refereeing the various tournaments in town. I feel that students appreciate when their teachers are involved.

A Master's Degree in Educational Leadership is a great opportunity to help me become a better teacher. I enjoy working with the students and faculty to make a great school environment, and this program will help prepare me for this. I feel that this is a great opportunity to further my education and help the school in many different ways.

Thank you for your consideration.

Matthew Donaldson

Noah Vallincourt  
1115 W. Broadway St.  
Lewistown MT, 59457

Lewistown Public Schools  
Board of Education  
215 7<sup>th</sup> Avenue South  
Lewistown MT, 59457

Lewistown School Board,

It is with great pleasure that I submit this letter of request to pursue a Master's degree in Educational Leadership through Montana State University, Bozeman. As a committed member of the Lewistown educational community, I have applied to this program to continue to develop my skills as both an educator and a leader in the hopes of contributing my new insight and abilities to the district. Through the successful completion of the program course work I will develop the tools necessary to become an effective teacher leader in my current placement, and one day, a powerful asset to the Lewistown administrative team. I have provided the course of study offered at MSU Bozeman below for your reference and review. Should I be accepted into the Educational Leadership program this fall, these are the classes I will complete.

<u>EDLD 507</u>	Foundations of Educational Leadership	3
<u>EDLD 508</u>	Supervision of Instruction	3
<u>EDLD 515</u>	Planned Change	3
<u>EDLD 520</u>	Schools & Diverse Communities	3
<u>EDLD 526</u>	Evaluating School Programs	3
<u>EDLD 532</u>	School Law	3
<u>EDLD 534</u>	Data Driven Decisions	3
<u>EDLD 555</u>	School Finance	3
<u>EDLD 565</u>	K-12 Instructional Leadership	3
<u>EDLD 574</u>	Field Experience in Ed Leadership	6
<u>EDLD 564</u>	The Comprehensive Portfolio (EDLD 566 21st Century Leadership Skills may be substituted for EDLD 564)	3
Total Credits		36

Thank you in advance for your consideration,

Noah Vallincourt  
Social Studies Teacher, Lewistown Junior High School

# Memorandum

**To:** Rebekah Rhoades, Business Manager/District Clerk  
Jason Butcher, Superintendent

**From:** Steve Klippenes, Transportation Director

**Date:** April 30, 2014

**Re:** Contract Recommendation

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Following is a hiring recommendation for Kathleen Schaeffer to be changed to a twelve-month employee for the Transportation department for the 2014-2015 School Year. Below is a list of added responsibilities and assignments to support this recommendation:

- Assist on compiling route time schedules for the upcoming school year.
- Assist in updating student rosters for each route for the upcoming school year.
- Assist in planning and scheduling on-line training for the Transportation staff for the upcoming school year.
- Prepare for staff orientation for the upcoming school year.
- Prepare lesson plans for staff training during orientation.
- Organize and compile transportation documents for drivers use for the upcoming school year.
- Assist with developing and updating a variety of transportation management documents.
- Clean and organize files in preparation for upcoming school year.
- Archive outdated records and data.
- Learn specific tasks to assist the Transportation Director.
- Assist with the review and development of policies and procedure for the Transportation Handbook.
- Review previous year bus video to assist in training drivers for success in student management.
- Also this would give me more time to work in the shop.

Kathleen is currently contracted for 225 days per year and I am requesting an increase to 260 days.

Thank you for your consideration.

TRANSPORTATION

Dear Jerry,

I will not be signing my teaching contract for the 2014-2015 school year. I want to thank you and the rest of the administration for giving me the opportunity to work at Fergus for the past 6 years. I am at a point in my life that I wanted to leave the teaching profession still liking what I was doing and have been given an opportunity to pursue a different career.

Thank you.

Sincerely,

A rectangular box containing a handwritten signature in cursive script, which appears to read "Rhonda Stenseth".

Rhonda Stenseth

THE BOARD OF TRUSTEES OF LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**2010-2015 GOALS AND STRATEGIC OBJECTIVES**

Lewistown Public Schools, as entrusted by the Lewistown Community, provides children with an accountable, high quality, rigorous education in a safe, nurturing environment; developing the full potential of each child and preparing them for lifelong success in their personal lives and careers, wherever they may be in the world.

**Goal Area 1: Measurable Student Achievement**

**Statement of Intended Outcome, 2010-2015:** *Lewistown Public Schools has developed an outstanding educational program that ensures that every student achieves the highest academic performance possible and has multiple opportunities to actively participate in both co-curricular and extra-curricular activities offered by our District. We use a multitude of measures to gauge student performance based on district-created progress goals. We adequately prepare students for their career/job choices and life choices. Our staff is highly supporting and enthusiastic about our differentiated approach to instruction.*

**Strategic Objectives:**

1. Response to Intervention (RTI) is embraced and consistently implemented by staff in every building in the district and is used to monitor and improve student achievement.
2. The District is consistent in each building in developing and implementing both curricula as well as intervention programs to insure student achievement and success.
3. The District has evaluated the high school graduation requirements and its processes for allowing deviation from the requirements for both college bound and vocation bound students.
4. The District is consistent at all levels in developing and implementing differentiated instruction techniques.

**Goal Area 2: Facilities**

**Statement of Intended Outcome, 2010-2015:** *Lewistown Public Schools continues to strive for a state-of-the-art facilities program that meets the needs of our students and staff on a long-term basis. We have prioritized our facility needs and have a plan in place for resources necessary to achieve our facilities program. Our facilities program is fully supported by our community. In planning for our facilities, we have adequately addressed the issue of technology and incorporated that in to our facilities plan.*

**Strategic Objectives:**

1. Develop a comprehensive plan to address the District's building and facilities needs to insure our physical plant can effectively and efficiently address the needs of our students, staff and community for the next 20 years.
2. Secure community support and funding necessary to implement the comprehensive facilities plan.
3. Use gifting and fund-raising via the Central Montana Foundation to assure long-term funding for critical needs in our buildings and grounds.

**Goal Area 3: Community / Parental Engagement**

**Statement of Intended Outcome, 2010-2015:** *Lewistown Public Schools has created an environment of collaboration and transparency with families of students and with our community as a whole. Families of students are actively involved in their children's education. The community is highly engaged in helping provide the best education possible for our children. As a result of our community's and family's commitment to public education, we have established a collaborative approach to solving public education issues that includes our local legislators.*



**Strategic Objectives:**

1. Develop, implement and maintain a consistent, district-wide effort to involve parents and interested community members in our schools.
2. Implement an accepted and used communication system so that information can be shared quickly and effectively with parents and interested community members and to allow easy and effective communication from parents and interested community members with the Board, administration and district staff.
3. Implement a program whereby those parents and community members interested and willing to advocate for public schools with the legislature and state agencies are empowered to do so.

**Goal Area 4: Technology**

**Statement of Intended Outcome, 2010-2015:** *Lewistown Public Schools has developed a technology plan that incorporates regular upgrades of both hardware and software and training of staff on existing and new programs. We have successfully incorporated technology into our facilities and all aspects of our educational program in a methodical and effective manner that prepares our students for the real world. We have systems in place to ensure the safety of our students and compliance with District standards.*

**Strategic Objectives:**

1. Keep technology infrastructure current and sound (routers, switchers, servers, internet service and work stations). Continue to prevent problems and keep technology accessible (security, filtering, preventative updates).
2. Have implemented steps to leverage social networking and other technology to support better teaching and learning by expanding student-to-student and student-to-faculty connections for collaborating beyond the classroom.
3. Provide staff development to ensure that technology standards are implemented in classrooms district wide.
4. Develop and implement efforts to develop a consistent approach/philosophy by our staff to the use of technology in the classroom as an effective and proven learning tool.
5. Determine how the district should help educate parents about the ways their children use technology (in and out of school, for good and bad reasons).

**Goal Area 5: Highly Qualified Staff**

**Statement of Intended Outcome, 2010-2015:** *Lewistown Public Schools has developed a recruitment and retention program to ensure that the District hires and retains high quality, effective personnel. Our teachers and other staff have been provided professional development opportunities that directly correlate to the high academic standards set by the District. Our teachers and other staff have embraced the use of technology into all aspects of our educational programs. The staff shares the vision of the Board in providing differentiated educational programs in order to meet the needs of our students and in achieving the District's high academic standards.*

**Strategic Objectives:**

1. Implement a consistent, rigorous and fair assessment and evaluation process for staff that is understood and supported by administrators and staff.
2. Professional development is tailored to meet the needs of teachers, administrators, and staff. They are part of the planning and assessment of these opportunities.

## **Goal Area 6: Fiscal Management/Responsibility**

**Statement of Intended Outcome, 2010-2015:** *Lewistown Public Schools has secured adequate, sustainable funding from the State and has developed a process to prioritize the financial resources that we have according to the educational goals set by the District. We have secured funding sources that are not earmarked for specific causes and have the discretion to determine where funds are needed in order to achieve our high standards and our goals. Through our community engagement initiative, our community understands our budgeting process, they support our schools and they understand our needs and the strategic direction of our District.*

### **Strategic Objectives:**

1. Review all financial processes; streamline and consolidate these processes where possible; find ways to improve efficiencies and accountability in our financial processes while reducing, if possible, staff frustration with them.
2. Seek ways to better involve staff in budget development.
3. Carefully assess specific ways in which we can involve community, staff and the Board in better maintaining a strong and influential presence in the next Montana Legislature (2015).
4. The Lewistown Schools leadership team works with outlying communities to determine what cooperative efforts can be made to make the best use of limited resources.
5. Conclude, prior to June 30, 2015, a review of the Strategic Plan's 1-5 year goals and objectives and insure they still represent appropriate and realistic milestones on our way to our 20-year vision.

## 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.

**BOARD OF TRUSTEES**

, Board Chair

Jeremy Bristol  
Phil Koterba  
Shelley Poss  
Barbara Thomas  
Jennifer Thompson  
Monte Weeden

**LEWISTOWN PUBLIC SCHOOLS**  
**2013-2014 SCHOOL CALENDAR**

**A. Pupil Instruction**

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

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

			Totals
August 20-21	All Staff Orientation/PIR		2.00
September 18	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)		0.25
October 17-18	Staff Development Days - Teachers Convention		2.00
November 6-7	Parent Teacher Conferences (Evening on Nov 6, All Day on Nov 7)		1.50
December 4	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)		0.25
January 20	PIR		1.00
February 12	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)		0.25
April 3	Parent Teacher Conferences - Evening ONLY (Regular Day for Students)		0.50
April 16	PIR -- 4:00-5:30 p.m. (Regular School Day for Students)		0.25
			<b>8.00</b>

2013-2014		
Regular Board Meetings		
July	8	5:30 p.m.
Aug	12	5:30 p.m.
Sept	9	7:00 p.m.
Oct	14	7:00 p.m.
Nov	11	7:00 p.m.
Dec	9	7:00 p.m.
Jan	13	7:00 p.m.
Feb	10	7:00 p.m.
Mar	10	7:00 p.m.
Apr	14	7:00 p.m.
May	12	6:00 p.m.
June	9	6:00 p.m.

**C. Holidays / Vacations (Dates Inclusive)**

September 2	Labor Day
October 17-18	Fall Vacation (Teachers - Convention)
November 7	Parent Teacher Conferences (Vacation Day for Students)
November 8	Vacation Day
November 27-29	Thanksgiving Vacation
December 23-January 3	Winter Break
January 20	PIR (Vacation day for Students)
February 28	Vacation Day
April 18-21	Spring Break
May 26	Memorial Day
May 27	Memorial Day