

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, December 12, 2022

REGULAR BOARD MEETING

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Meeting ID

meet.google.com/ccw-qomy-dip

Phone Numbers

[\(US\)+1 605-743-0395](tel:+16057430395)

PIN: 421 669 826#

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

1. Roll Call
2. Pledge of Allegiance
3. Motion to Set Agenda
4. Recognition – Fergus High School and Jr. High School Football Team and Coaches
5. Recognition – Fergus High School and Jr. High School Volleyball Team and Coaches
6. Presentation – Ellie Fulbright, State FCCLA Officer
7. Report—Student Representative
8. Report—LEA
9. Report—Committees of the Board
10. Discussion – Bond Update
11. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

12. Report—Election Information
13. Report—Budget
14. Report—Investment
15. Report—Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

17. Minutes of the November 14, 2022 Regular Board Meeting

APPROVAL OF CLAIMS

18. Claims

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Page 2

INDIVIDUAL ITEMS

- 19. Review ESSER Re-Opening Plan
- 20. Approve Lewis & Clark Elementary Bid for Roofing Contract
- 21. Approve Additions to the Substitute List for the 2022-2023 School Year
- 22. Approve Personnel Report

EXECUTIVE SESSION

- 23. Superintendent's Evaluation

ADJOURNMENT

*A hard copy of the complete Agenda is available at the LPS Central Office
or on the Lewistown Public Schools Website:
<http://www.lewistown.k12.mt.us/content/266>*

PUBLIC PARTICIPATION

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

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

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

4

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

ITEM TITLE: RECOGNITION --- FERGUS HIGH SCHOOL FOOTBALL TEAM AND COACHES

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

SUMMARY:

Derek Lear, Head Football Coach and the Fergus High School Football Team and Coaches will be recognized.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

5

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

ITEM TITLE: RECOGNITION --- FERGUS HIGH SCHOOL VOLLEYBALL TEAM AND COACHES

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

SUMMARY:

Adrienna DeCock, Head Volleyball Coach and the Fergus High School Volleyball Team and Coaches will be recognized.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

6

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

ITEM TITLE: PRESENTATION – ELLIE FULBRIGHT, STATE FCCLA OFFICER

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

SUMMARY:

Ellie Fulbright, FCCLA State Officer, will present to the board an update and report sharing her experience in this position. She will thank the board for their support to this organization.

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

7

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Elsie Crouse

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:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

8

☐ Minutes/Claims

☐ Board of Trustees

☐ Superintendent's Report

☐ Action – Consent

☐ Action – Indiv.

ITEM TITLE: REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

Requested By: Board of Trustees **Prepared By:** LEA Representatives

SUMMARY:

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

SUGGESTED ACTION: Informational

☐ Additional Information Attached

Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

9

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

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

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

SUMMARY:

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

Attached is the list for Standing Committees of the Board for the 2022-2023 School Year.

The Music Committee met on Wednesday, November 30 at 3:45 p.m.

SUGGESTED ACTION: Informational Report

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

STANDING COMMITTEES OF THE BOARD

2022-2023 School Year

Committee	Number on Comm.	CJ Bailey	Whitney Brady	Kris Birdwell	Zane Fulbright	Doreen Heintz	Phil Koterba	Jeff Southworth
Building & Grounds	3	X					X	X
Insurance Risk Committee	2		X		X			

OTHER COMMITTEES WITH BOARD REPRESENTATION

2022-2023 School Year

Committee	Number on Comm.	CJ Bailey	Whitney Brady	Kris Birdwell	Zane Fulbright	Doreen Heintz	Phil Koterba	Jeff Southworth
Activities	3			X		X		X
Curriculum Committees:								
Music	1				X			
Health Insurance Program	2			X				X
School Calendar	1				X			
Vocational Advisory Council	1		X					
Gaining	3		X	X	X			
Policy Review	3	X				X	X	
Assessment	2			X		X		
Classified Salary/Benefit Review	2	X						X

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

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

ITEM TITLE: DISCUSSION – BOND UPDATE

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

SUMMARY:

The Board of Trustees, Shane Swandal (Hultening) and Alec Pinero (Sletten) will discuss the progress of the Elementary Bond.

SUGGESTED ACTION: Informational Report

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

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

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: _____

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.

OPI – Montana Fall Enrollment Numbers
Letter of Support for Communities That Care
OPI Community Events before the Legislative Session
20 Day Plans

SUGGESTED ACTION:

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

12

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

ITEM TITLE: REPORT—ELECTION INFORMATION

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

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on the election calendar and procedures for 2023.

Attached are the Terms of Office Listing and the 2023 School Election Calendar.

Board members terms of office that are due to expire in 2023 include: Kris Birdwell, Jeff Southworth, Doreen Heintz.

SUGGESTED ACTION: Informational


☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

SCHOOL ELECTION CALENDAR 2023

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
No earlier than 145 days, or later than 40 days before	Thursday, December 8 through Thursday, March 23	Trustee candidates file for election. A Declaration of Intent and Oath of Candidacy must be filed with district clerk (regardless of who is running the election). NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS THE CANDIDATE MEETS THIS DEADLINE. <i>Candidate should be registered to vote at the time the Oath is filed.</i>	13-10-201 20-3-305
At least 70 days before	Tuesday, February 21	Trustees call for an election. The trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) whether the election will be by mail or poll; 4) the voting locations and boundaries for each location, if there are multiple locations within a district (if changed from a previous school election the new locations must be specifically noted); and 5) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot (not less than 30 days before the election). The resolution must be delivered to the county election administrator within 3 days of passage, but it need NOT be posted. The trustees must also appoint three election judges per precinct. <ul style="list-style-type: none">• Bond Elections are subject to additional requirements (see 20-9-422, MCA).• Request for a mail ballot election must be sent from trustees to the election administrator. Exception: Even if no request is received, the election administrator could decide to request a mail ballot election.	13-19-202 13-19-203 20-9-422 20-20-201 20-20-203
At least 67 days before (within 3 days of passage of the election resolution)	Friday, February 24	Last day to file resolutions for school election with county election administrator. To assist with the provisions of late registration, include the name and best contact number for the district's election administrator with the resolution.	20-20-201(2)(a)
At least 60 days before	Friday, March 3	Election administrator sends mail ballot election plan/timetable/sample instructions to the Secretary of State's Office so that it is received by this deadline (e.g., fax, mail, or e-mail to SOS office (not post marked)). One plan must be submitted for each election. As soon as the plan (and any amendments are approved), forward a copy of the mail ballot plan to the county election administrator. Link to instructions: Mail Ballot Plan Timetable and Instructions	13-19-205
4 weeks preceding the close of regular registration	Monday, March 6	Notice of close of regular registration. The county election administrator publishes the notice of close of regular registration for school districts at least 3 times in the 4 weeks preceding the close of regular registration. Contact the county election administrator to coordinate that publication.	13-2-301
Not later than 5pm the day before ballot certification	Thursday, March 30 (by 5 p.m.)	Last day trustee candidates may withdraw from the election. Any candidate that has already filed for election, but wishes to withdraw their name, may do so by sending a statement of withdrawal to the election administrator.	20-3-305(3)(a)
Not later than 5pm the day before ballot certification	Thursday, March 30 (by 5 p.m.)	Deadline for write-in candidate for a trustee position on a school board to file Declaration of Intent (must be filed with the district clerk, regardless of who is running the election).	20-3-305(2)(b)
No later than the 30th day before	Friday, March 31	Deadline to notify election judges of appointment.	13-4-101

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Not less than 30 days before	Friday, March 31	Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. <i>Trustees must pass a resolution stating exact levy amounts by this date for the clerk to certify the ballot.</i> This resolution must include the durational limit, if any, on the levy.	20-20-401 15-10-425
Not less than 30 days before	Friday, March 31	Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees may cancel the election. They must then give notice that a trustee election will not be held. The trustee election may not be declared by acclamation until all candidate filing deadlines have passed. Send a copy to the county election administrator to aid with the provisions of late registration. <i>**A trustee election held in single-member or trustee nominating district is considered a separate trustee election for declaring the election by acclamation.</i>	20-3-313
30 days before any election	Monday, April 3	Close of regular voter registration. Registration forms postmarked by this date and received within 3 days are accepted for regular registration. Late registration must be completed at the county election office.	13-2-301
Not more than 30 days before	Monday, April 3	Contact your county election administrator for the absentee ballot list.	13-13-212 20-20-312
Not more than 30 days before	Monday, April 3	Performance Testing and Certification of Voting System. The election administrator must publicly test and certify that the system is performing properly.	13-17-212
Day after Close of Regular Registration	Tuesday, April 4	Start of Late Registration. Late voter registration starts and continues through election day. Late registration must be completed at the office of the county election administrator.	13-2-304
Not less than 10 days, or more than 40 days before	Thursday March 23 Through Saturday, April 22	Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district, if available, posted in at least three public places in the district AND posted on the district's website for the 10 days prior to the election, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. The notice must include: 1) the date and voting locations for the election; 2) voting location hours; 3) each proposition to be considered by the electorate; 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions; 5) where and how absentee ballots may be obtained; and 6) where and how late registrants may obtain a ballot on election day. <ul style="list-style-type: none">• If the polling place has changed from the previous school election, that change must be referred to in the notice.• If more than one proposition will be considered in the same district, each proposition must be set apart and identified, or placed in separate notices.	20-20-204
At least 20 days before	Wednesday, April 12	Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none">• The ballot (with stubs removed);• Instructions for voting and returning the ballot;• A secrecy envelope, free of marks that would identify the voter; and• A self-addressed, return envelope with affirmation printed on the back.	13-13-214 20-20-401
Not before the 20 th day nor later than the 15 th day	Wednesday, April 12 through Monday, April 17	Mail ballots mailed. If mail ballot election is used, all ballots must be mailed on the same day (the day noted in the district's mail ballot plan), except that if an inactive elector reactivates after the ballots are mailed, the elector should be provided with or mailed a ballot. If the elector reactivates after noon on the day before election day, the elector must come in on election day to receive a ballot.	13-19-207

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Not more than 10 days or less than 2 days before	Saturday, April 22 through Sunday, April 30	Absentee/Mail Ballot Counting Notice. Districts must publish in a newspaper of general circulation in the county a notice indicating the method that will be used for counting absentee/mail ballots and the place and time that the absentee/mail ballots will be counted on election day. <i>If the district publishes their notice of election on the 10th day prior to the election, in a newspaper of general circulation in the county, this information may be included in that notice.</i>	13-15-105
Not more than 10 days or less than 2 days before	Saturday, April 22 through Sunday, April 30	Polling Location Accessibility Notice. Districts must publish in a newspaper of general circulation in the county a statement of the location of the polling places and whether each location is accessible or inaccessible. <i>This notice may be combined with the notice above, and with the notice of election if the notice is published on the 10th day prior to the election.</i>	13-3-105 13-3-207
Not more than 10 days or less than 2 days before	Saturday, April 22 through Sunday, April 30	Publication of Information Concerning Voting Systems. Districts shall broadcast on radio or television or publish in a newspaper of general circulation in the county a diagram showing the voting system to be used by voters and a sample ballot (newspaper only), a statement of location of where the voting system to be used is on public display, and instructions on how to vote. <i>This notice may be combined with the notices above, and with the notice of election if the notice is published on the 10th day prior to the election.</i>	13-17-203
Day before (by Noon)	Monday, May 1	Deadline for absentee ballot requests. Voters who wish to vote absentee may request an absentee ballot in writing or in person until noon the day before the election.	13-13-211 13-13-214
Day before	Monday, May 1	Deliver certified copy of the lists of registered electors. Before the day of election, the county election administrator shall deliver a certified copy of the lists of registered electors for each voting location to the district. The district shall deliver them to the election judges prior to the opening of a voting location.	20-20-313
Election Day 	Tuesday, May 2	ELECTION DAY. The election administrator must prepare the polling places, printed ballots, ensure election judges are present, and conduct a fair and unbiased election. Notify election judges of the names of write-in candidates	Title 13 20-20-105 20-20-401 20-20-411
No sooner than 3pm on the 6 th day after the election	Monday, May 8	The first date that provisional ballots may be counted. Following the election, unresolved provisional ballots are sealed. These ballots may not be opened until after 3pm on the 6 th day after election. The election judges convene, and a determination is made as to whether the ballots are counted. If there are provisional ballots in a school election, the canvass may not occur until after all provisional ballots are resolved.	13-15-107
Following receipt of the tally sheets from all polls and within 25 days after the election	By Friday, May 26	Trustees canvass the votes, issue certificates of election, and publish results. Trustees review the tally sheets compiled by the election judges to ascertain their accuracy. Recounts are ordered, if necessary. If tally is complete and accurate, trustees issue certificates of election to successful candidates. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district. <i>If the election was called by acclamation the trustees should still canvass results and issues certificates of election at this time.</i>	20-20-415 20-20-416

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Within 5 days after the official canvass	Monday, May 8 through Wednesday, May 31	Deadline for filing a petition for recount. When a question submitted to a vote of the people is decided by a margin not exceeding $\frac{1}{4}$ of 1% of the total votes cast for and against the question, a petition for recount must be filed within 5 days after the official canvass.	13-16-201
Within 5 days of receipt of notice from the election administrator	Monday, May 8 through Monday, June 5	Deadline for convening the School Recount Board. When a tie vote has been certified to the election administrator or conditions have been met for filing a recount petition, the board shall convene at its usual meeting place to perform a recount. The recount must be completed within 5 days of receipt of official canvass or recount petition.	13-16-204 20-20-420
Within 25 days of election	By Friday, May 26	Deadline for trustees to hold organizational meeting to elect chair and appoint clerk.	20-3-321
June 1	Thursday, June 1	Deadline for trustees to request county election administrator to conduct school elections for next year. The school district clerk/election administrator is designated the election administrator for school elections. However, the trustees of any district may request the county election administrator to become the election administrator for school elections. The request must be made by a resolution of the board of trustees. If the county accepts, then the county must perform all the duties the school clerk would have. The school district must assume all costs of the election.	20-20-417
Within 15 days after receipt of certificate of election	By Friday, June 9	Candidate completes and files Oath of Office with the County Superintendent. <i>*Newly elected trustees may not be seated until the oath is filed. The issuance and the oath may be administered at the organizational meeting but must be completed within 15 days of issuance.</i> <i>**In the event of a recount, the deadline for a candidate to complete and file the oath is 15 days from receipt of the certificate of election.</i>	20-3-307 20-1-202 1-6-101

NOTE:

On September 30, 2022, the MT Supreme Court ruled that the last of the four bills from the 2021 Legislative Session were unconstitutional and not to be enforced. As of now, there are no changes to late registration, issuance of a ballot to an underage elector, voter identification requirements, or prohibitions on ballot collection. As new legislation is introduced in the 2023 Legislative Session the OPI will update the election calendar to reflect any changes that may impact the May school election.

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

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

Additional References:

Sample forms can be found at this address: [School Finance Election Webpage](#)

Election Manual: [School Election Handbook](#)

MT Secretary of State's Office: [Secretary of State's Election Webpage](#)

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

**LEWISTOWN PUBLIC SCHOOLS
ELECTION HISTORY**

ELEMENTARY										
	1997	1998	1999	2000	2001	2002	2003	2004	2005	
AMOUNT	\$268,571.05	\$169,267.06	\$165,301.94	\$27,075.62	NONE	\$29,997.63	\$46,533.25	\$15,336.91	\$31,500.00	\$98,000.00
MILLS	28.25	17.49	14.71	2.05			4.65	1.52		
FOR	560	569	497	510			786	661		
AGAINST	324	291	17	166			287	249		
PASS/FAIL	PASS	PASS	PASS	PASS		PASS	PASS	PASS	PASS	PASS
MAIL/POLL	POLL	POLL	POLL	POLL			POLL	POLL		
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY		TECH	GF LEVY	GF LEVY	TECH	BR LEVY (10YR)

ELEMENTARY										
	2006	2007	2008	2009	SPRING 2010	SEPTL 2010	2011	2012	2013	2014
AMOUNT	\$24,110.65	\$77,903.95	NONE	\$123,863.99	\$111,435.00	\$10,715,000.00	\$211,108.25	NONE	NONE	\$0.00
MILLS	2.09	7.23		10.88	9.48		17.49			0.00
FOR	703	689		478	958	1421	923			991
AGAINST	287	392		521	726	2143	1165			155
PASS/FAIL	PASS	PASS		FAIL	PASS	FAIL	FAIL			PASS
MAIL/POLL	POLL	POLL		POLL	POLL	MAIL	MAIL			POLL
TYPE	GF LEVY	GF LEVY		GF LEVY	GF LEVY	BOND	GF LEVY			BUS BARN LAND

ELEMENTARY										
	2015	2016	2017	2018	2019	2020	2021	2021	2022	
AMOUNT	\$98,000.00	\$79,449.41	\$98,000.00	\$68,606.20	NONE	\$44,638.12	\$51,646.08	NONE	\$20,400,000.00	\$56,896.87
MILLS	8.33	6.58	8.17	5.54		3.46	3.82			
FOR	1126	1157	845	966		1295	1576		1484	1112
AGAINST	1173	1146	542	703		1039	1052		1342	1193
PASS/FAIL	FAIL	PASS	PASS	PASS		PASS	PASS		PASS	FAIL
MAIL/POLL	MAIL	MAIL	POLL	POLL		MAIL	MAIL		MAIL	MAIL
TYPE	BR LEVY (10 YR)	GF LEVY	BR LEVY (10 YR)	GF LEVY		GF LEVY	GF LEVY		BOND	GF LEVY

HIGH SCHOOL										
	1997	1998	1999	2000	2001	2002	2003	2004	2005	
AMOUNT	\$32,867.01	\$107,066.90	\$69,582.16	NONE	NONE	\$51,165.05	\$87,613.29	\$55,318.87	\$101.00	\$98,000.00
MILLS	2.62	8.59	5.70				8.09	5.07	9.37	
FOR	696	673	517				758	641	514	
AGAINST	449	490	18				325	272	289	
PASS/FAIL	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS
MAIL/POLL	POLL	POLL	POLL	POLL	POLL		POLL	POLL	POLL	
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY	TECH	GF LEVY	GF LEVY	GF LEVY	BR LEVY (10YR)

HIGH SCHOOL										
	2006	2007	2008	2009	SPRING 2010	SEPTL 2010	2011	2012	2013	2014
AMOUNT	\$227,354.04	\$28,399.56	NONE	\$34,998.00	NONE	NONE	\$137,765.21	NONE	\$130,492.06	NONE
MILLS	19.93	2.44		2.85			10.58		9.68	
FOR	669	718		531			919		1486	
AGAINST	332	390		483			1201		1337	
PASS/FAIL	PASS	PASS		PASS			FAIL		PASS	
MAIL/POLL	POLL	POLL		POLL			MAIL		MAIL	
TYPE	GF LEVY	GF LEVY		GF LEVY			GF LEVY		GF LEVY	

HIGH SCHOOL										
	2015	2016	2017	2018	2019	2020	2021	2021	2022	
AMOUNT	\$98,000.00	\$98,000.00	NONE	NONE	NONE	\$44,713.54	NONE	\$8,600,000.00	NONE	
MILLS	7.71	7.54				3.03				
FOR	1150	875				1589		1447		
AGAINST	1256	593				1168		1509		
PASS/FAIL	FAIL	PASS				PASS		FAIL		
MAIL/POLL	MAIL	POLL				MAIL		POLL		
TYPE	BR LEVY (10 YR)	BR LEVY (10 YR)				GF LEVY		BOND		

AS OF DECEMBER 2022:

ABSENTEE VOTERS IN ELEMENTARY DISTRICT
POLL VOTERS IN THE ELEMENTARY DISTRICT
TOTAL # OF VOTERS IN ELEMENTARY DISTRICT

3571
1604
5175

69%
31%

ABSENTEE VOTERS IN THE HS DISTRICT
POLL VOTERS IN THE HS DISTRICT
OF VOTERS IN THE HS DISTRICT

166
82
248

67%
33%

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

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

	Expire 2023	Expire 2024	Expire 2025
SCHOOL DISTRICT #1	Kris Birdwell Jeff Southworth Doreen Heintz	CJ Bailey Zane Fulbright	Phillip Koterba Whitney Brady

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

_____ 3-year term (to expire in 2026)

_____ 3-year term (to expire in 2026)

_____ 3-year term (to expire in 2026)

Declaration of Intent Filed for Nomination of School Board Trustee:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

13

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

ITEM TITLE: REPORT—BUDGET INFORMATION AND ESSER/BUILDING RESERVE FUNDS

Requested By: Superintendent Prepared By: Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on Fiscal Year 2023-2024 budget projections.

SUGGESTED ACTION:

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

14

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent Prepared By: Rebekah Rhoades

SUMMARY:

Interest earned and distributed for November 2022 will be reported as follows:

Elementary	\$872.54
<u>High School</u>	<u>\$640.38</u>
Total	\$1,512.92

STIP Elementary Bond Interest for November 2022 was as follows:
\$66,739.20

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

15

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

ITEM TITLE: REPORT—SUPERINTENDENT

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

SUMMARY:

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

- Fergus County Technology Needs possibility
- Fall Sports Team GPA's: Football = 3.495; Golf = 3.503; Cheer = 3.582; XC = 3.648; VB = 3.828 Really Good!
- MTSS Grant, Transformational Learning Grant and MT Advanced Opportunities Grant
- Teacher Career Fair @ MSU December 14 and Staffing Update (Paras, Food Servers, Bus Drivers)
- NHS Blood Drive, December 7th The Community needs donors
- My Voice Surveys (LJH) Youth Risk Behavior Survey in February
- Community, Business, Childcare and Parent Survey – 4 Day/Modified School Week
- Montana Principals Conference, January 22-24, Helena
- LJH Evening PIR Thursday, Dec. 13
- FHS Holiday Concert postponed; LJH Concert; Tuesday, Dec. 13 7 p.m.; HP (3rd & 4th) Concert Friday, Dec. 16 9:30 & 1:30; 2nd Grade Gingerbread Caper @HP, Dec. 20; L&C Concert – Dec. 20, 7 pm @ FCPA,
- Early Out on Thursday, December 22 – Christmas Break, Return January 3, 2023
- CPR/First Aid Course December 27th at EOCM 9a.m. – 2 p.m.
- Home Athletic Events:
 - FHS Wrestling v. Miles City & Colstrip, Thursday, Dec. 15
 - FHS Girls Basketball v. Billings Central, Friday, Dec. 16
 - **FERGSU SPEECH, DEBATE & DRAMA INV. – Sat. Dec. 17**
 - FHS Boys & Girls Basketball v. Havre, Thursday, Dec. 22
 - FHS Basketball v. Dawson Co., Friday, January 6
 - FHS Basketball v. Custer Co. Saturday, January 7

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

16

☐ 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:** _____

SUMMARY:

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

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

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

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the November 14, 2022 Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Southworth						
Brady						
Heintz						
Fulbright						

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM and via Google Meet

215 Seventh Avenue South

Lewistown, Montana 59457

MONDAY, November 14, 2022

REGULAR BOARD MEETING

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

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

TRUSTEES PRESENT:

Kris Birdwell, Whitney Brady, Phil Koterba, Zane Fulbright, Doreen Heintz,
CJ Bailey, Jeff Southworth

TRUSTEES ABSENT:

STAFF PRESENT:

Superintendent Thom Peck, Business Manager Rebekah Rhoades, Luke
Brandon LEA President and others via Google Meet

OTHERS PRESENT:

Elsie Crouse – Student Representative, Chelsey Rogers, Gary Barta, Susie
Flentie and others in person and via Google Meet

3. MOTION TO SET AGENDA – Approved Unanimously (Birdwell/Koterba)
4. Recognition — Fergus High and Jr. High Cross Country Team and Coaches
Suzie Flentie, Head FHS Cross Country Coach, and Nicole Wichman, Head
JHS Cross Country Coach, and the teams were recognized for their
accomplishments this season.
5. Recognition – Fergus High Golf Team and Coaches
Brett Thackeray, Head Golf Teach Coach, and the team was recognized for
its accomplishments this season.
6. Discussion – Future Office Space for Central Montana Resource Learning Center
Coop
Chelsey Rogers, CMLRCC Director, discussed with the Board the future of
the Lincoln Building, as the coop currently rents space in the building from
the District and was told that the staff may be moving to the Central
Montana Education Center Building. She requested that the Board provide
direction to her as soon as they have information to provide. The trustees
explained that the Board may not be able to determine if the staff will be
moved from the Lincoln Building until a later date and that both those that
currently use the building and the EOCM Board will be involved in that
process. Construction of the new Central Kitchen at Lewis & Clark would
allow the staff to move, so 2024 is the earliest date that the transition could
take place, if it were to happen.
7. Report—Student Representative
Elsie Crouse, Student Representative to the Board, updated the Board on
various activities throughout Fergus High School.
8. Report – LEA
Luke Brandon, President of the Lewistown Education Association (LEA), was

not available to report.

9. Report—Committees of the Board

Activities Committee met on November 1, 2022 at 8:00am to discuss the dissolution of the MOU with Girls Softball and Boys Cross Country. Mr. Bartos updated the committee on the need and space for an Athletic Trainer for the LPS teams from Central Montana Medical Center, along with possibly integrating it with the EMT training course for High School students.

The Building and Grounds Committee met on November 9, 2022 at 8:00am to discuss the progress of the Bond construction. Phase II of the Lewis & Clark project will be going out to bid in the near future. Mr. Peck shared a timeline of the the projects to the Trustees. Bids for the roof at Lewis & Clark are also taking place.

The Classified Salary Matrix Committee met on November 8, 2022 at 3:00pm to continue discussions of the Salary study completed by Associated Employers and address positions that require attention.

The Music Curriculum Committee met and are continuing to discuss K-12 curriculum with the hopes that they will have curriculum to present at the January Board Meeting.

10. Discussion – Bond Update

Updates were shared during Committees of the Board.

11. Calendar Items, Concerns, Correspondence, Etc.

Superintendent Peck handed out the following:

- Thank you note from MSU Rural Practicum Students
- Parking, Pick-up/Drop-off MOU's
- OPI - Special Education Compliance Letter for Monitoring
- OPI Letter on Montana's NAEP scores
- "My Voice" Student Survey
- 20 Day Plans
- Thank you letter from Polson High Principal

Trustee Fulbright reminded the Board that the District will need to determine how to address vaping in the school. He also reported that at MCEL he learned that applications are public record and that evaluations are required for coaches as well. Mr. Peck stated that evaluations are being done on coaches.

Trustee Birdwell wanted to thank to the Cross Country coaches for their dedication and ability to motivate their athletes.

12. Report—Investment

Interest earned and distributed for October was \$570.62 in the Elementary and \$670.71 in the High School for a total of \$1,241.33. October's STIP Interest for the Elementary Bond was \$57,222.88.

13. Report—Superintendent

Superintendent Thom Peck stated that Board Chair, Doreen Heintz, will need to vote on the annual MTSBA dues. Mr. Peck reported on the parent teacher conferences held at the beginning of November. MCEL feedback was provided to the Board and expressed that the conference is helpful, but networking is invaluable. Music Curriculum is being discussed. Mr. Peck met with the Counselors recently to discuss programs they are using and pursuing. He also stated that he wants to keep the current counselor staffing, even though OPI may increase or eliminate the student/counselor ratios. The Board was updated on various dates and events taking place throughout the District. Mr. Peck shared the Superintendent Evaluation Form with the Board for the December Board Meeting. He also reported that

the current SRO, Corey Smith, will be leaving his position and replaced by Justin Jennes as interim SRO for the remainder of the school year.

PUBLIC PARTICIPATION

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

There was no public participation.

ACTION ITEMS

MINUTES

15. Minutes of the October 10, 2022, Regular Board Meeting
-- Approved unanimously (Bailey/Brady)

APPROVAL OF CLAIMS

16. Claims –Approved unanimously (Brady/Fulbright)
Claims Committee for October through December 2022 will be Board Chair Doreen Heintz, Whitney Brady, Jeff Southworth and Zane Fulbright.

INDIVIDUAL ITEMS

17. Move to Terminate the District's MOU Concerning Funding for Girls Softball and Boys Cross Country and Further Move to Fund Girls Softball and Boys Cross Country in the Same Manner as the District Funds Other Sports. The Balance of the Funds Previously Paid to the District Under the Terms of the MOU will be Used for the 2022-23 Boys Cross Country and Girls Softball Seasons Effective July 1, 2023 – Approved unanimously (Birdwell/Southworth)

Amend the motion to add that the March 1, 2023 payment will not be required per the current MOU – Approved unanimously (Fulbright/Birdwell)

Susie Flentie and Gary Barta both expressed their support of an affirmative vote.

Business Manager, Rebekah Rhoades, reminded the Board that fundraising will need to take place, as dissolution of the MOU does not mean that the District will not be contributing more funds toward the sports. Trustee Southworth stated that the Boosters has agreed to support the district in the event of a shortfall. Trustee Brady emphasized that the burden of fundraising will lie on the FHS Athletic Director. Trustee Bailey expressed the need to continue to stress the need for fundraising into the future.

18. Approve Changes to the IMC Salary Matrix – Approved unanimously (Bailey/Fulbright)
19. Approve Opening a Medical Plan Bank Account at First Bank for the Purpose of Boulder Dental Self Insurance and allowing Rebekah Rhoades and Polly Alexander as Signers and Dror Baruch with Agent Only Access - Approved unanimously (Southworth/Fulbright)
20. Approve Second Reading – Board Policy 5314 - Substitutes – Approved unanimously (Bailey/Brady)
21. Approve Second Reading – Board Policy 7329 – Petty Cash Funds – Approved unanimously (Fulbright/Brady)
22. Approve Second Reading – New Board Policy 7625 – Use of Enhanced Tax Credit Receipts – Approved unanimously (Bailey/Fulbright)
23. Approve Second Reading – Board Policy 3413 – Student Immunizations to remove the word “physician” with “healthcare provider” in paragraph 3 – Approved unanimously (Fulbright/Southworth)

Trustee Southworth was excused at 7:52pm.

24. Approve Second Reading – Board Policy 3416 – Administration of Medication – Approved unanimously (Bailey/Brady)
25. Approve Additions to the Substitute List for the 2022-2023 School Year – Approved unanimously (Birdwell/Bailey)
26. Approve Personnel Report – Approved unanimously (Bailey/Brady)

ADJOURNMENT

The meeting was adjourned at 7:59 p.m (Bailey). The next regular meeting will be held at 6:00 p.m. on Monday, December 12, 2022, at the Lincoln Board Room.

DOREEN HEINTZ
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

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: Chris Gobble

SUMMARY:

Approve claims paid through December 9, 2022, as approved by the Finance Committee.

Members of the Finance Committee for October-December 2022 include: Board Chair Doreen Heintz, Whitney Brady, Jeff Southworth and Zane Fulbright.

****Need to select new Finance Committee members for January–March 2023**

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Southworth						
Brady						
Heintz						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

19

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

ITEM TITLE: REVIEW ESSER RE-OPENING PLAN

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

SUMMARY:

The Board of Trustees needs to have this on the agenda in June and December FY22 through FY24 in order to review the school re-opening plan on an ongoing basis. It is required to be reviewed at least every 6 months.

This plan is required to be posted on the District's website as of June 24, 2021 in order to be eligible for ESSER Funding.

Policies referred to in the Plan can be found on the District website at:
<http://w.w.w.lewistown.k12.mt.us/Content2/134>

SUGGESTED ACTION: Review ESSER School Re-opening Plan

☒ **Additional Information Attached**

NOTES:

	Motion	Second	Ave	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Southworth						
Brady						
Heintz						
Fulbright						

Lewistown School District #1
Safe Return to School and Continuity of Services Plan

Date of Original Adoption: July 13, 2020

Date Plan was Last Revised: July 12, 2021

Next Regularly Scheduled Month for Consideration August 9, 2021

Dates Reviewed: August 25, 2020; September 14, 2020; December 21, 2020;
January 11, 2021; April 12, 2021, June 14, 2021, July 12, 2021, December 13, 2022

March 2020 - June 2021.

1. The Lewistown School District #1 was ordered to close to in person instruction on March 15, 2020, under an executive order issued by then-Governor Bullock. Districts were provided a two week period of time during which they could remain fully closed to instruction of any kind while developing a plan for remote instruction required by the Governor.
 - a. Although our district was authorized to remain closed, we quickly mobilized and began remote instruction during the timeframe when we were authorized to remain closed. Thereafter, our district continued pursuant to a reopening plan approved by the Governor beginning March 23, 2020.
2. On April 22, 2020, then-Governor Bullock lifted his Stay at Home Order, and Announced a Plan to Begin Phased Reopening of Montana. As part of that plan, effective May 7, 2020, all schools were provided the option to return to in-classroom teaching at the discretion of local school boards.
 - a. Our school district reopened to in classroom teaching on May 14, 2020, and has remained open throughout the remainder of the 2019-20 school year while targeting those students who struggled with remote learning or for students who chose to come to school in-person and during the entirety of the 2020-21 school year. The only exception during this timeframe was for temporary closures of part or all of in classroom teaching pursuant to quarantine or isolation orders issued by our county department of health. In addition, Lewistown Junior High and Fergus High School went to a “Modified” Hybrid Schedule in which approximately 15% of all students came to school every day for in-person instruction and the rest of the student body either came Mondays and Wednesdays or Tuesdays and Thursdays with Friday being a Flex Friday” for those students who were struggling, were required to come to school in-person. The “Modified” Hybrid Schedule at LJH and FHS continued until February 1, 2021. Families were offered complete distance learning but that number dwindled from 26 students in September to 9 students, K-12 in May, less than 3%.
3. Our district developed a plan for reopening to in person instruction, with contingencies, and we implemented that plan for the 2020-21 school year. The reopening plan, details regarding which are provided below, included adoption of

various model policies provided by the Montana School Boards Association under its 1900 Series, including model policies aligned with CDC guidance regarding mitigation strategies to limit exposure to and transmission of COVID-19 in school settings.

4. Our district is finishing the 2020-21 school year strong, having provided high quality learning opportunities to the students in our community in safe and effective learning environments.
5. We embraced a fundamental principle of providing extensive transparency to our community throughout the above timeframe. We publicly noticed, held meetings regarding, and provided extensive opportunities for our community to provide us with feedback regarding the School District's plans and we carefully considered such feedback in developing and refining the School District's plans throughout the last 14-15 months.

Safe Return to Schools and Continuity of Services Plan Contents:

March 2020-June 2021

Part I: Documentation of Meaningful Consultation in Developing and Refining the School District's plan from March 2020 Through June 2021:

We noticed, held, and invited public comment on our evolving plans for a safe return to school and continuity of services on the following dates since March 2020:

1. Leadership Team Meetings, 2020-21 Year: March 16; March 17; March 19; March 20; March 24; March 26; April 3; April 7; April 22; April 24; May 5; May 13; May 20; June 2; June 11; August 4; September 15; October 6; October 20; November 3; November 17; December 1; January 5; January 19; February 2; March 2; March 16; April 6; April 20; May 4; May 18; June 1;
2. School Board Meetings 2020-21 Year: March 18; March 26; April 13; April 28; May 11; June 11; July 13; August 12; August 19; August 25; September 14; October 12; November 2; November 9; December 14; January 11; February 8; March 8; March 23; April 12; April 27; May 10; June 14
3. Town Hall/Community Forums 2020-21 Year: April 16; May 14, December 8; January 25;
4. Food, Transportation, Building & Grounds Meeting, 2020-21 Year: April 29; July 22; September 22; October 5; February 5; February 17; April 15, May 12;
5. Staff Meetings 2020-21 Year: April 29; May 11; May 13; May 18; October 5; October 29; November 9; December 7; December 9; January 4; January 20; February 8; March 1; April 5; April 12; May 3;
6. Re-Opening District Team, Summer 2020-21: June 4; June 11; June 17; July 8; July 14; July 30; August 4;
7. Community COVID Team Meetings 2020-21 Year: (Public Health Officials, Daycare, Head Start and LPS): November 13; November 20; December 4; December 11; December 18; January 8; January 22; February 12; March 19; April 9; April 23; May 14.

Our invitation for public input included a general opportunity for the public to provide input and was provided to everyone interested, including:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

Part II: Contents of The School District's plan for Safe Return to In-Person Instruction and Continuity of Services:

1. A description of how the district will maintain the health and safety of students, educators, and other staff:

Following the lifting of the Stay-at-Home Order and subsequent reopening of the state on April 22, 2020, Lewistown School District #1 utilized the Montana Public Education Center *Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* and accompanying MTSBA Model Emergency Policies. Utilizing these resources supported our district's continued service to students with transparency and accountability while ensuring the operations of the school district reflected the circumstances in our community.

The policies ensured our Board of Trustees and school leaders honored the following priorities: quality instruction to students; a healthy and safe setting for students, staff, and the community; needed support of teachers and staff; and responsible financial and operational procedures. The policies provided an actionable plan for completing the 2020-2021 school fiscal year in a manner that met these priorities and secured district funding while providing an operational platform for considering long term innovations in the delivery of education services.

Lewistown School District #1 implemented policy options that facilitated collaboration between the Board of Trustees, administrative team, employees, parents, students, health officials, and community as we established protocols aligned with CDC guidance addressing how instruction was to be delivered to students; how gatherings and events would take place on school property; how the health and safety of staff and students would be protected and preserved while schools were open; and how financial and operational functions of the school district would continue during the period of public health emergency.

Lewistown School District #1 reviewed, considered, and addressed numerous areas of operation in our reopening process. On the topic of school district policy and procedures, the district considered emergency policies and procedures, adoption and

amendment of policies, suspension of policies, and administrative procedures. To support students' academic, mental, social and emotional success, the district considered alternative grading, counseling, extended school year, student instruction proficiency determinations and declarations, support for particularly vulnerable students, transportation services, access to internet for students, food preparation and service, summer school and additional student instruction resources. To ensure the health and safety of students, teachers, and staff, the district considered cleaning and disinfection, community use of facilities, county board of health orders, diagnosis and confidentiality, hand washing and related hygiene protocols, telework, school closure orders, stay at home orders, symptom monitoring and isolation, travel quarantines, visitors, volunteers, vulnerable individuals, masks and personal protective equipment, and physical distancing.

Following the *Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* ensured Lewistown School District #1 has remained in compliance with guidance and best practices provided by federal, state, or local health officials. Our school district has continued to adapt and adjust our policies as new and updated guidance and best practices have become available.

Further, the policies provide options for consideration through input from our board of trustees, administrative team, employees, parents, students health officials, and community as collaborative partners as we have worked our way through ever evolving changes due to the pandemic. By considering all possible perspectives and factors when making the decisions to adopt or adjust a policy, or to implement a policy, we focused on the health and safety of our students, staff, and community for delivery of learning and services to our students. The policies have enabled us to adjust our procedures and practices during different phases in compliance with guidance and best practices provided by federal, state, and local agencies.

Lewistown School District #1 will continue to follow the policies noted below while engaging in a quarterly reevaluation process to continue to ensure the health, safety and wellbeing of our students, teachers, staff, and community through 2024.

2. The extent to which the district has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC:

Topic	School District Policy Reference	Description of Policy (All referenced polices can be found at the end of this document.)	Policy Adopted and Revised Date(s)
Universal and correct wearing of masks.	1905	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe	<ol style="list-style-type: none"> 1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21

		workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations making optional face coverings as personal protective equipment.	6. 4/12/21 7. 6/14/21
Modifying facilities to allow for physical distancing (e.g., use of cohorts/pods).	1905; 1905P	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding physical distancing by requiring students, staff, volunteers, and visitors will maintain a three-foot distance between themselves and their colleagues and peers throughout the school day inside any school building, on school provided transportation, and on school property before and after school. Staff members will arrange classrooms and restructure courses, transportation services, and food service to meet this standard.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding symptoms of illness, physical distancing and work areas, physical barriers and guides, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21 6. 4/12/21 7. 6/14/21
Handwashing and respiratory etiquette.	1905; 1905P	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher,</p>	1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21 6. 4/12/21 7. 6/14/21

		<p>principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding healthy hand hygiene behavior and symptoms of illness.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and water systems in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	
Cleaning and maintaining healthy facilities, including improving ventilation.	1905; 1905P	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, cleaning and disinfecting, temperature screening, vulnerable individuals, food preparation and meal service, and transportation services.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	
Contact tracing in combination with isolation and quarantine, in	1905; 3417	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services</p>	<ol style="list-style-type: none"> 1. 7/13/2020 2. 8/25/2020 3. 9/14/2020 4. 12/21/2020

collaboration with the State, local, territorial, or Tribal health departments.		<p>provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, temperature screening, public awareness, and confidentiality.</p> <p>3417: In all proceedings related to this policy, the District will respect a student's right to privacy. Although the District is required to provide educational services to all school-age children who reside within its boundaries, it may deny attendance at school to any child diagnosed as having a communicable disease that could make a child's attendance harmful to the welfare of other students. The District will rely on advice of the public health and medical communities in assessing the risk of transmission of various communicable diseases to determine how best to protect the health of both students and staff. The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. The District may temporarily exclude from school attendance a student who exhibits symptoms of a communicable disease that is readily transmitted in a school setting. The District may notify parents of other children attending a school that their children have been exposed to a communicable disease without identifying the particular student who has the disease.</p>	<p>5. 1/11/2021 6. 4/12/2021 7. 6/14/2021</p>
Diagnostic and screening testing.	1905	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, and temperature screening.</p>	<p>1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/2021 6. 4/12/2021 7. 6/14/2021</p>
Efforts to provide vaccinations to	3413	Please note that House Bill 702 passed the 2021 Legislature and was signed into law effective May	<p>1. 6/14/2021</p>

school communities		<p>14, 2021. New Section 1 of that law provides that it is an unlawful discriminatory practice for a governmental entity to refuse, withhold from, or deny to a person any local or state services, goods, facilities, advantages, privileges, licensing, educational opportunities, health care access, or employment opportunities based on the person's vaccination status. The law also provides it is unlawful for an employer to refuse employment to a person, to bar a person from employment, or to discriminate against a person in compensation or in a term, condition, or privilege of employment based on the person's vaccination status. Finally, House Bill 702 provides it is unlawful for a public accommodation to exclude, limit, segregate, refuse to serve, or otherwise discriminate against a person based on the person's vaccination status.</p> <p>3413: Upon initial enrollment, an immunization status form shall be completed by the student's parent or guardian. The certificate shall be made a part of the student's permanent record.</p>	
Appropriate accommodations for children with disabilities with respect to health and safety policies.	1908; 2162; 2162P	<p>1908: The Board of Trustees authorizes the supervising teacher or district administrator to provide Policy 1908F to families requesting to opt-out of onsite instruction at the school facility for the duration of the declared public health emergency. Students of families opting out of onsite instruction at the school facility shall receive offsite, online, and proficiency-based instruction, or any combination of the foregoing at the discretion of the School District in accordance with District Policy 1906. Students of families opting out of onsite delivery shall be treated the same as students instructed at the school facility for purposes of grading, discipline, and other educational rights.</p> <p>2162: It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. For those students who need or are believed to need special instruction and/or related services under Section 504 of the Rehabilitation Act of 1973, the District shall establish and implement a system of procedural safeguards.</p> <p>2162P: If the parent or legal guardian of a student who qualifies under Section 504 for special instruction or related services disagrees with a decision of the District with respect to: (1) the identification of the child as qualifying for Section 504; (2) the District's evaluation of the child; and/or (3) the educational placement of the child, the</p>	<ol style="list-style-type: none"> 1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/20 6. 4/12/21 7. 6/14/21

		parents of the student are entitled to certain procedural safeguards. The student shall remain in his/her current placement until the matter has been resolved through the process set in the policy.	
Coordination with State and local health officials.	1900; 1905; 1907; 3417	<p>1900: In light of the COVID-19 pandemic, the Board of Trustees has found it necessary to adopt temporary policies related to emergency school closures, the ongoing provision of educational services to students, meetings of the Board, gatherings on school property, health and safety of students, staff and community members, human resource matters and budgetary matters. To ensure clarity and transparency, the board has organized all emergency school policies into a temporary chapter. School District Policies Numbered 1900-1999 are intended to govern during any emergency related to COVID-19 declared by the President, Congress, Montana Legislature, Governor, Montana Department of Public Health and Human Services, County Health Department or the Board of Trustees.</p> <p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials.</p> <p>1907: The Board of Trustees is authorized to declare that a state of emergency exists within the community. A declaration issued by the Board of Trustees is distinct from any declaration in effect or previously issued by local, state or federal authorities.</p> <p>3417: The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. When information is received by a staff member or a volunteer that a student is afflicted with a serious communicable disease, the staff member or volunteer will promptly notify a school nurse or other responsible person designated by the Board to determine appropriate measures to be taken to protect student and staff health and safety. A school nurse or other responsible person designated by the Board, after</p>	<ol style="list-style-type: none"> 1. 7/13/20 2. 8/25/20 3. 9/14/20 4. 12/21/20 5. 1/11/21 6. 4/12/21 7. 6/14/21

		consultation with and on advice of public health officials, will determine which additional staff members, if any, have need to know of the affected student's condition.	
How the district will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.	1906; 1906P; 2050	<p>1906: The School District has adopted the protocols outlined in this policy to govern during the term of the declared public health emergency to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources including but not limited to online methods. The supervising teacher, principal, superintendent or designated personnel are authorized to implement this policy. The Board of Trustees may revise the school calendar to adjust the completion of the school year for particular grade levels and groups once students have satisfied the required number of applicable aggregate hours.</p> <p>The Board of Trustees authorizes instruction of students at the school facility in a manner that satisfies the aggregate number of instructional hours outlined in the School District's adopted or revised calendar for a school year affected by a public health emergency.</p> <p>The Board of Trustees authorizes proficiency-based ANB calculation in situations when a student demonstrates proficiency in a course area as determined by the Board of Trustees using district assessments consistent with the School District's adopted Plan of Action, District Policy 1005FE, or other measures approved by the Board of Trustees during the course of a school year affected by a public health emergency.</p> <p>The Board of Trustees authorizes a summer program of instructional offerings for the purpose of remediation of credit, maintenance of skills, and enrichment. All classes offered for credit must meet minimum state requirements for accreditation and may be delivered at the school or at another offsite location. Remediation credit courses shall be offered, grades 9-12, in accordance with District advancement requirements. Credit course offerings must be approved by the Board of Trustees</p> <p>Students shall receive services in accordance with the applicable Individualized Education Plan or Section 504 Plan based on methods and locations agreed upon and documented by the applicable team to meet the student's needs and goals. Students shall have access to regular school counseling services whether their instruction is provided in an onsite, offsite or online setting.</p>	<ol style="list-style-type: none"> 1. 7/13/20 2. 9/14/20 3. 12/21/20 4. 1/11/21 5. 4/12/21 6. 6/14/21

		<p>Staff shall promptly report any suspected student distress or concern to their supervisor for review and referral. Students receiving instruction in an offsite setting are governed by the staff obligation to report suspected child abuse or neglect. This policy in no way limits or adjusts the School District's obligations to homeless students or students in foster care. Applicable District policies serving these students, or this population of students remain in full effect.</p> <p>1906P: Proficiency or satisfying aggregate hours of instruction can be achieved through an on-site, off-site, or blended learning model as outlined in Policy 1906. Best practices will assist districts in facilitating quality learning for each student regardless of background or circumstance. Best practices include but are not limited to, planning and communication, clear expectations, differentiated instruction and learning models, and flexible demonstrations of learning.</p> <p>2050: The School District has adopted the protocols outlined in this policy to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources. The District administration or designated personnel are authorized to implement this policy</p>	
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June 2021

Part III – Updated Compliance for the District’s Previously Adopted Plan for the Safe Return to In-person Instruction and Continuity of Services:

Section 2001(i)(3) of the ARP Act states that a school district that developed a plan for the safe return to in-person instruction and continuity of services prior to the date of enactment of the ARP Act will be deemed to have met the requirement to develop a plan under section 2001(i)(1) as long as the plan meets the statutory requirements (*i.e.*, is publicly available on the LEA's website and was developed after the LEA sought and took into account public comment).

The School District’s plan meets the requirements of Section 2001(i)(1) and (i)(2) of the ARP Act. The School District’s plan is available on our website and, as noted above, was developed through a process that included extensive public comment. Further, we have, as part of the organization of the School District’s plan for purposes of the ARP Act, revised the School District’s plan at a meeting held on 7/12/2021 that included not just a notice of opportunity for public input but which specifically invited meaningful consultation with and input from:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. To the extent present in or served by LPS, tribes; civil rights organizations (including disability rights organizations); stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

We have considered the input of all affected parties and have carefully deliberated regarding the best possible means by which our district can provide safe effective learning environments for each of our students.

June 2021 - September 30, 2024

Part IV – Schedule for Future Review and Updates:

Consideration of this Safe Return to Schools and Continuity of Services Plan shall be added as a standing agenda item on each regular meeting of the Board of Trustees in December and June or as needed throughout the 2021-24 school years. The agenda item shall, at a minimum, include notice of any changes to the plan recommended by the administration with an invitation for input, notice of opportunity for public input.

Appendix – 1900 Policy Series can be found on the Lewistown Public School’s website at <https://www.lewistown.k12.mt.us/Content/136>.

[MT-PEC](#) *A Roadmap for Safely Reopening Montana’s Public Schools Using Emergency School District Policies.*



Lewistown Elem, LE0258

**Initial Plan Submission ARP ESSER Funding
2021**

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Introduction: Plan Basics

State Date	8/4/2021 16:08
End Date	8/17/2021 10:35
Recorded Date	8/17/2021 10:35
Response ID	R_1oBgYeY2leB5NEY
County	Fergus
District	Lewistown Elem, LE0258
Submitter Name	Thom Peck
Submitter Role	District-level Administrator
Submitter Official Email	thom.peck@lewistown.k12.mt.us
Submitter Phone	
Initial or Revised Plan	Initial Plan Submission

Section 1 - School District Identified Priorities

Priority 1

Provide as many safe, sustainable, in-person learning opportunities for students and staff by purchasing resources that allow school leaders and staff to address the needs of their students and enhance student achievement. Resources such as but not limited to: educational technology and curriculums, supplies to sanitize and clean facilities, school facility repairs and improvement to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, inspection, testing maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, and maintenance and repair and replacement of control systems and windows and doors.

Priority 2

Support students' and staff social, emotional, and mental health while growing academically at all grade levels well beyond 2024.

Priority 3

Promoting effective, transparent, long-term use of ESSER Funds and communicating to the School Board, Staff, and Community.

Data Points Used to Identify Priorities

Assessments (SBAC, MAPS, Dibbels, SuccessMaker), Attendance, Student Engagement, Behavior/Discipline, % of Families who chose Distance Learning, Walkthrough Data, and Teacher Attendance

Student Groups Most Affected

Student groups specifically referenced in ARP ESSER were more affected than others in this district.

Student Group	More affected than others in this district
Economically Disadvantaged (Free and Reduced Lunch)	Yes
White	
Black or African American	
American Indian or Alaska Native	
Multi-Racial	

Migrant	
Homeless	Yes
Foster Youth	Yes
Children with Disabilities	Yes
Male	
Female	
English Language Learners	
Other (please identify in the box below)	

Section 2 - Meaningful Consultation

Stakeholders Consulted in Development of Plan

Stakeholder Group	Consulted?
Parents	Yes
Students	Yes
Teachers	Yes
Staff	Yes
Tribal Governments	
Local Bargaining Units	Yes
Educational Advocacy Organizations	
County Health Departments	Yes
Community Members	Yes
Other (please identify in the box below)	Yes
	Public Health Officials and Local Daycares

Methods used to seek stakeholder input

Methods	Used?
Webinars	
Public Meetings	Yes
Website	Yes
Media	Yes
Social Media	Yes
Email	
Other (please identify in the box below)	Yes
	We established a Community COVID Team that meets every Friday to discuss current levels of infection,

mitigation strategies, and to deliver a consistent message to the entire community.

Section 3: Goals

Instruments

Instruments or methods that will be used to monitor the progress of the goals and determine if the goals are met are listed here for each goal.

Math Goal	Using Dibbels, MAPS, and SuccessMaker Progress Monitoring, the district goal is to move at least 5% of our Tier 3 students to Tier 2, move at least 5% of our Tier 2 students to Tier 1 in our MTSS program. Using the Smarter Balanced Assessment as one of the primary data points the district goal is to increase the percentage of students scoring proficient in grades 3-8 by 6% in math from 44% in the spring of 2021 to 50% on the SBAC in the Spring of 2022. (3 yr. trend is 45%). Using the ACT as one of the primary data points the goal is to increase the ACT math score for district 11th graders to 19.5 on the ACT test. 3 yr. average was 19.26 in 2019.
ELA Goal	Using Dibbels, MAPS, and SuccessMaker Progress Monitoring, the district goal is to move at least 5% of our Tier 3 students to Tier 2, move at least 5% of our Tier 2 students to Tier 1 in our MTSS program. Using the Smarter Balanced Assessment as one of the primary data points the district goal is to increase the percentage of students scoring proficient in grades 3-8 by 6% in ELA from 54% in the Spring of 2021 to 60% on the SBAC in the Spring of 2022. (3 yr. trend is 55.67%). Using the ACT as one of the primary data points the goal is to increase the ACT ELA/English score for district 11th graders to 17.5 on the ACT test. 3 yr. average was 17.3 in 2019.
Other Goal	LPS will institute a Pre-K Program at Garfield Elementary that will focus on getting 3-4 year old kids ready for kindergarten; LPS will advocate for 100% full in-school learning for all grade levels, LPS's goal is to have 100% of students eligible for activities and to increase our student engagement of 74% of our students involved in one school activity to 80% and have at least 75% of our students involved in 3 or more school activity. LPS will institute a Service Learning component to give back to the community and provide "soft skills" to our students in grades 5-12 LPS will increase our School-to-Work opportunities for our students in Grades 7-12 to bring more relevance to students' academic programs.

Goals

For each goal find the following below:

- Identify what strategies/action steps will be used to support the achievement of the goals.
- Describe a realistic and achievable timeline to achieve the goals.

- Identify who is responsible to ensure the strategies/action steps are achieved. Click the box and provide the text response for each applicable box.

Math Goal	<p>Continue to determine the level of proficiency of students using SBAC scores, ACT, MAP, Dibbels, SuccessMaker, classroom assessments, and other in-program assessments. After analyzing these assessments, the district will utilize targeted and strategic interventions and supports to improve student achievement. My Voice and YRBS data are reviewed periodically. Classroom teachers will be provided with necessary PD to effectively utilize the interventions and supports.</p> <p>Administration will ensure supports and interventions are being administered with fidelity by classroom walk-throughs, 1-1 teacher/admin meetings and staff trainings. The goals will be re-evaluated on a quarterly basis aligning with in-house academic reporting (report cards), progress monitoring assessments in the fall, winter and spring of each year and a thorough evaluation of SBAC, scores will be reviewed each fall and spring of the current year. Assignments align to Standards Based Curriculum Mapping by grade level in accordance with the Alliance for Curriculum Enhancement (ACE) consortium. Individual classroom teachers are responsible to ensure the strategies/steps are achieved and Principals and the Superintendent will corroborate to insure that these actions are met.</p>
ELA Goal	<p>Continue to determine the level of proficiency of students using SBAC scores, ACT, MAP, Dibbels, SuccessMaker, classroom assessments, and other in-program assessments. After analyzing these assessments, the district will utilize targeted and strategic interventions and supports to improve student achievement. My Voice and YRBS data are reviewed periodically. Classroom teachers will be provided with necessary PD to effectively utilize the interventions and supports.</p> <p>Administration will ensure supports and interventions are being administered with fidelity by classroom walk-throughs, 1-1 teacher/admin meetings and staff trainings. The goals will be re-evaluated on a quarterly basis aligning with in-house academic reporting (report cards), progress monitoring assessments in the fall, winter and spring of each year and a thorough evaluation of SBAC, scores will be reviewed each fall and spring of the current year. Assignments align to Standards Based Curriculum Mapping by grade level in accordance with the Alliance for Curriculum Enhancement (ACE) consortium. Individual classroom teachers are responsible to ensure the strategies/steps are achieved and the Principals and Superintendent will corroborate to insure that these actions are met.</p>
Other Goal	

Student Group Goals

For which of the following student groups does the district have a distinct Math Goal, ELA Goal, or Other Goal?

Student Group	Distinct Math Goal	Distinct ELA Goal	Distinct Other Goal
American Indian or Alaska Native			
Black or African American			
Hispanic			

Multi-Racial			
White			
Free and Reduced Lunch	Yes	Yes	Yes
Homeless	Yes	Yes	Yes
Students with Disabilities	Yes	Yes	Yes
None			

Math Goal for Each Identified Student Group

The goal for the identified group is: 1. To increase the percentage of Economically Disadvantaged students scoring proficient in grades 3-8 by 10% in math on the SBAC in the Spring of 2022. District 2021 average was 29% proficient. 3 yr. trend = 29.67% proficient 2. To increase the percentage of SPED students scoring proficient in grades 3-8 by 10% in math on the SBAC in the Spring of 2022. District 2021 average was 8% proficient. 3 yr. trend = 13.33% proficient 3. To increase the ACT math score for economically disadvantaged students in grade 11 by .5 on the ACT test.

ELA Goal for Each Identified Student Group

The goal for the identified group is: 1. To increase the percentage of Economically Disadvantaged students scoring proficient in grades 3-8 by 10% in ELA on the SBAC in the Spring of 2022. District 2021 average was 35% proficient. 3 yr. trend = 38% proficient. 2. To increase the percentage of SPED students scoring proficient in grades 3-8 by 10% in ELA on the SBAC in the Spring of 2022. District 2021 average was 16% proficient. 3 yr. trend = 25.67% proficient 3. To increase the ACT ELA score for economically disadvantaged students in grade 11 by .5 on the ACT test.

Other Goal for Each Identified Student Group

None

If the District is planning to develop or use approaches that are novel to achieve your Math, ELA, or other goal, and they are willing to share these innovations, the innovation is described here.

NA

Section 4: Coordinating Funds

Will this district coordinate ARP ESSER funds with other federal funds to address student needs?

Yes

Funding Source	Plan to Coordinate with ARP-ESSER Funds
Title I, Part A of the ESEA (Improving Basic Programs Operated by LEAs)	Yes
Title I, Part A-section 1003 school improvement (Comprehensive and Targeted Supports)	Yes
Title I, Part C of the ESEA (Education of Migratory Children)	
Title I, Part D, Subpart 1 of the ESEA (Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent, or At Risk)	Yes
Title II, Part A of the ESEA (Supporting Effective Instruction)	Yes
Title III, Part A of the ESEA (English Language Acquisition, Language Enhancement, and Academic Achievement)	
Title IV, Part A of the ESEA (Student Support and Academic Enrichment Grants)	Yes
Title IV, Part B of the ESEA (21st Century Community Learning Centers)	
Title V, Part B, Subpart 2 of the ESEA (Rural and Low-Income School Program)	Yes
McKinney-Vento Education for Homeless Children and Youth Program and section 2001(b)(1) of the ARP Act	Yes
Carl D. Perkins Act Career and Technical Education Act	Yes
IDEA, Part B (Excess costs of providing FAPE)	Yes
IDEA, Part B (Coordinated Early Intervening Services)	Yes
Workforce Innovation and Opportunity Act	Yes

Section 5: Creating a Safe and Healthy Learning Environment

This section addresses the Prevention and/or Mitigation Strategies that the district will fund with ARP ESSER funds..

Evidence Based Practice	Planning to Use
Mental health supports	Yes
Social emotional learning	Yes
Academic support	Yes
Extended learning/enrichment	Yes
Hiring new staff and avoiding layoffs	Yes
Meeting the nutritional needs of underserved students.	
Locating absent students and re-engaging disconnected youth	
Providing safe, healthy, inclusive learning environments.	Yes
Activities to address the unique needs of at-risk populations.	Yes
Developing and implementing procedures and systems to improve the preparedness and response efforts	Yes
Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases	Yes
Purchasing supplies to sanitize and clean the facilities	Yes
Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.	Yes
Purchasing educational technology (including hardware, software, and connectivity) that aids in regular and substantive educational interaction between students and their classroom instructors including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.	Yes
School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.	Yes
Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and nonmechanical	Yes

heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement	
Other (please identify in the box below)	

If the District is planning to develop or use approaches that are novel to implement prevention and mitigation strategies, and they are willing to share these innovations, the innovation is described here.

Section 6: Addressing Lost Instructional Time

20% Set Aside

This section addresses the Evidence Based Practices that the district will fund with the required 20% to address lost instructional time.

Evidence Based Practice	Planning to Use
Extended learning time	Yes
Tribal/community engagement	
Wraparound academic/health/social services	Yes
SEL learning supports	Yes
Evidenced-based curriculum	Yes
Accelerating learning through instructional approaches: In-school acceleration-Certified educators provide support for students within the classroom and grade-level work, using high-quality instructional materials, instructional strategies, and formative assessments.	Yes
Accelerating learning through instructional approaches: Tutoring program-High-dosage tutoring provided consistently by well-trained tutors or educators at least 3 days per week for at least 30 minutes at a time in groups of five or fewer students.	Yes
Accelerating learning through instructional approaches: Out-of-school time programs-Identified students, needing additional support before, and after the regular school days, as well as on weekends, and during school breaks.	Yes
Accelerating learning through instructional approaches: Summer learning and enrichment: Summer learning programs, camps, community partnerships, work-based learning or community service that provide high-quality instruction and are designed to meet the social and emotional needs of students through engaging and enriching experiences.	Yes
Access to and effective use of technology	Yes
Engaging families in digital learning training and effectively using technology and platforms	
Administering and using high-quality assessments that are valid and reliable, to accurately assess students'™ academic progress and assist educators in meeting students'™ academic needs, including through differentiating instruction	Yes
Providing information and assistance to parents and families on how they can effectively support students	Yes
Tracking student attendance and improving student engagement provided by the school	Yes

Using data about students opportunity to learn indicators to help target resources and support	Yes
Professional Learning Communities	Yes
Access to advanced coursework, dual enrollment, work-place learning, and/or internships	Yes
Career, Technical, and Agricultural Education expenses (approved under Perkins Act)	Yes
Distance/Remote Learning: connectivity (hot spots, outfitting buildings/buses with WiFi, other wireless, internet service, etc.), devices (laptops, tablets, etc.), printing costs for learning packets, instructional resources/tools, hardware, software, subscriptions, licenses, assistive technology or adaptive equipment, online learning platforms/learning management systems, other distance/remote learning costs	
Other (please identify in the box below)	

80% Set Aside

This section addresses the Evidence Based Practices that the district will fund with the remaining 80%. Allowable uses for this funding includes preventing, preparing for, and responding to COVID-19 as required by ESSER I, II, and III. See page 5 of the ARP ESSER Fact Sheet for more information.

Evidence Based Practice	Planning to Use
Extended learning time	Yes
Tribal/community engagement	
Wraparound academic/health/social services	Yes
SEL learning supports	Yes
Evidenced-based curriculum	Yes
Accelerating learning through instructional approaches: In-school acceleration-Certified educators provide support for students within the classroom and grade-level work, using high-quality instructional materials, instructional strategies, and formative assessments.	Yes
Accelerating learning through instructional approaches: Tutoring program-High-dosage tutoring provided consistently by well-trained tutors or educators at least 3 days per week for at least 30 minutes at a time in groups of five or fewer students.	Yes
Accelerating learning through instructional approaches: Out-of-school time programs-Identified students, needing additional support before, and after the regular school days, as well as on weekends, and during school breaks.	Yes
Accelerating learning through instructional approaches: Summer learning and enrichment: Summer learning programs, camps, community partnerships, work-based learning or community service that provide high-quality instruction and are designed to meet the social and emotional needs of students through engaging and enriching experiences.	Yes
Access to and effective use of technology	Yes
Engaging families in digital learning training and effectively using technology and platforms	Yes
Administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiating instruction	Yes
Providing information and assistance to parents and families on how they can effectively support students	Yes
Tracking student attendance and improving student engagement provided by the school	Yes
Using data about students opportunity to learn indicators to help target resources and support	Yes

Professional Learning Communities	Yes
Access to advanced coursework, dual enrollment, work-place learning, and/or internships	Yes
Career, Technical, and Agricultural Education expenses (approved under Perkins Act)	Yes
Distance/Remote Learning: connectivity (hot spots, outfitting buildings/buses with WiFi, other wireless, internet service, etc.), devices (laptops, tablets, etc.), printing costs for learning packets, instructional resources/tools, hardware, software, subscriptions, licenses, assistive technology or adaptive equipment, online learning platforms/learning management systems, other distance/remote learning costs	
Mental health supports	
Hiring new staff and avoiding layoffs	Yes
Meeting the nutritional needs of underserved students	Yes
Locating absent students and re-engaging disconnected youth	Yes
Providing safe, healthy, inclusive learning environments	Yes
Activities to address the unique needs of at-risk populations	Yes
Developing and implementing procedures and systems to improve the preparedness and response efforts	Yes
Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases	Yes
Purchasing supplies to sanitize and clean the facilities	Yes
Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.	Yes
Purchasing educational technology (including hardware, software, and connectivity) that aids in regular and substantive educational interaction between students and their classroom instructors including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.	Yes
School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.	Yes
Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and nonmechanical heating, ventilation, and air conditioning systems, filtering, purification and other air	Yes

cleaning, fans, control systems, and window and door repair and replacement.	
Other (please identify in the box below)	

If the District is planning to develop or use approaches that are novel to address lost instructional time, and they are willing to share these innovations, the innovation is described here.

--

Section 7: Supporting the Educator Workforce

How ARP funds will be used to support and stabilize the educator workforce.

Option	Planning to Use
Cover costs of offsetting the need to furlough or reduce the salaries of school-based staff	Yes
Cover costs of bonuses for recruiting and retaining educators and support personnel	
Additional pay for additional work	
Class-size reduction	
Technology to support learning: enable students to learn anywhere and teachers to teach essential standards	
Additional professional development for school leaders, teachers, and staff (trainings, extended professional development days, programs, etc.)	
Staffing additional physical and mental health support staff (counselors, social workers)	Yes
Other (please identify in the box below)	Yes
	2

The estimated number of jobs (FTEs) that have been or will be created by the school district through the district's planned use of ESSER III Funds.

7

The estimated number of jobs (FTEs) that have been or will be retained by the LEA through the LEA's planned use of ESSER III Funds.

204

If the District is planning to develop or use approaches that are novel to support and stabilize the educator workforce, and they are willing to share these innovations, the innovation is described here.

No

Section 8: District Monitoring of Impact

This section of the LEA plan outlines how the District will monitor the impact of the ARP ESSER funded interventions or strategies, including but not limited to the 20% set-aside, to respond effectively to the academic, social, emotional, and mental health needs of all students, and particularly those students disproportionately impacted.

Description of Monitoring Plan

LPS has a strong Multi-Tiered System of Support (MTSS) Program that has accumulated substantial data on students attendance, behavior, and academic progress. In addition, we will use multiple formative assessments (Dibels, SuccessMaker, MAPS) and summative assessments to track student's progress. We are also offering more after school programs for students K-6. We are also monitoring our student attendance, discipline and student engagement in all of our activities. We are making a concerted effort to monitor our Homeless, Free/Reduced Students, and our Special Education students.

Type of Data	Planning to Use
Early Warning System	Yes
Interim Formative Assessment	Yes
Opportunities to Learn surveys	Yes
Summative assessments	Yes
Chronic absenteeism	Yes
Student engagement	Yes
Use of exclusionary discipline	
Advanced coursework	Yes
Access to technology	Yes
Educator PD on technology	
Access to and preparation of high-quality educators	
Access to mental health and nursing staff	Yes
Student, parent, or educator surveys	Yes
Per-pupil expenditures	
Classified and certified staff (numbers of positions or people)	Yes
Summer, Afterschool, and ESY enrollment	Yes
Health protocols	Yes

Student enrollment by Mode of instruction	Yes
Student attendance by Mode of Instruction	Yes
Other (please identify in the box below)	



Lewistown Elem LEA ARP ESSER Plan Feedback

November 12, 2021

[Lewistown Elem, LE0258 ARP-ESSER Initial Plan](#)

Thank you for completing your LEA ARP ESSER Plan. The Office of Public Instruction values the time you took to create your plan and we look forward to seeing the impacts of the strategies you have selected. In order to support the work being done at the local level we have reviewed all LEA ARP ESSER plans for the purpose of providing feedback.

Following is a list of considerations for all Local Education Agencies when making updates to their plan:

- Coordination with existing programs and services within the LEA is highly encouraged.
- Continuing stakeholder consultation is critical.
- Ensure consistency between the groups identified for support within the plan and the target audience for services.
- Ensure the budget in E-grants is clearly aligned with programmatic activities identified in the LEA ARP ESSER Plan and updated synchronously.
- Narrow and measurable! As you work through your plan revision you may find that you have additional information now that will allow you to narrow or further define the specifics on your priorities and goals.

Several additional resources to support your work can be found:

<https://opi.mt.gov/COVID-19-Information/ESSER#10418911493-esser-iii-district-plan-resources>

The team who reviewed your plan had the opportunity to provide feedback on each section and about the plan overall. Below you will find their feedback. Blank cells indicate that there was not specific feedback for your plan beyond the general guidance provided above.

Section 1: School District Identified Priorities Feedback/Comments	
Section 2: Meaningful Consultation Feedback/Comments	
	Goals are well-developed and include clear data points. SMART model is evident.
	Other Goal is missing "what strategies/action steps will be used to support the achievement of the goals, description of a realistic and achievable timeline to achieve the goal, and identification of who is responsible to ensure the strategies/action steps are achieved. Text response is needed.
	Please see the following suggested resources to assist in implementation of goals:
Section 3: Goals Feedback/Comments	Multi-Tiered Systems of Support (MTSS)

<https://opi.mt.gov/Educators/Teaching-Learning/Multi-Tiered-Systems-of-Support>

Assessment

Montana Comprehensive Assessment System

<https://opi.mt.gov/Leadership/Assessment-Accountability/MontCAS>

Teacher Learning Hub Course for Implementing Smarter Balanced Interim Assessments

<https://learninghub.mrooms.net/course/view.php?id=379>

Assessing Student Readiness and Digital Learning Resources:

<https://opi.mt.gov/Educators/Teaching-Learning/Acceleration-and-Evidence-Based-Instruction#9612910803-resources>

Building the Foundation of Data Literacy Teacher Learning Hub Course

<https://learninghub.mrooms.net/course/view.php?id=531>

Acceleration Guidance

A Guide to Planning and Implementing Acceleration

<https://opi.mt.gov/LinkClick.aspx?fileticket=TQvxSKtflLrl%3d&portalid=182>

Acceleration and Evidence-Based Learning page:

<https://opi.mt.gov/Educators/Teaching-Learning/Acceleration-and-Evidence-Based-Instruction>

ESSA Tiers of Evidence

Evidence-based activities, strategies, or interventions are those that demonstrate a statistically significant effect on improving student outcomes or other relevant outcomes based on the listed criteria. When selecting evidence-based instructional materials, you may want to reference the ESSA tier of evidence for the resources in your selection process.

All tiers require ongoing efforts to examine the effects of such activity, strategy, or intervention.

Evidence Levels:

Tier I: Strong Evidence- Strong evidence from at least one well-designed and well-implemented experimental study.

Tier II: Moderate Evidence- Moderate evidence from at least one well-designed and well-implemented quasi-experimental study.

Tier III: Promising Evidence- Promising evidence from at least one well-designed and well-implemented correlation study with statistical controls for selection bias.

Tier IV: Demonstrates a Rationale- Demonstrates a rationale based on

	<p>high-quality research findings or positive evaluation that such activity, strategy, or intervention is likely to improve student outcomes or other relevant</p> <p>Evidence-Based Resources:</p> <p>IES: Evidence-based definitions Quick Reference Tool, https://ies.ed.gov/ncee/edlabs/infographics/pdf/REL_SE_What_is_Evidence-Based_as_Defined_by_ESSA.pdf</p> <p>Midwest REL Crosswalk Between ESSA Levels of Evidence and Existing Clearinghouses, such as the WWC (commonly used by educators): https://ies.ed.gov/ncee/edlabs/regions/midwest/pdf/eventhandout/ESSA-Clearinghouse-Crosswalk-Jan2018-508.pdf</p> <p>Supporting Children and Families Experiencing Homelessness - Free online training provided by the Head Start Early Childhood Learning & Knowledge Center: http://eclkc.ohs.acf.hhs.gov/family-support-well-being/article/supporting-children-families-experiencing-homelessness</p> <p>https://opi.mt.gov/Leadership/Academic-Success/Title-Other-Federal-Programs/Homeless-Children-Youth/Homeless-Professional-Development</p> <p>McKinney-Vento - Education for Homeless Children and Youth Program https://opi.mt.gov/Leadership/Academic-Success/Title-Other-Federal-Programs/Homeless-Children-Youth</p>
Section 4: Coordinating Funds Feedback/Comments	
	<p>Please see the following suggested resources to assist in implementation of goals:</p> <p>School Mental Health https://opi.mt.gov/Educators/School-Climate-Student-Wellness/School-Mental-Health</p> <p>Please see the OPI's Social Emotional Learning page for resources and MT competencies: https://opi.mt.gov/Educators/School-Climate-Student-Wellness/Social-Emotional-Learning</p> <p>Additionally the following Teacher Learning Hub courses may be helpful for SEL priority: High-Leverage Practices Spotlight: https://learninghub.mrooms.net/course/view.php?id=600</p> <p>Resilience Strategies to increase Optimism:</p>
Section 5: Creating a Safe and Healthy Learning Environment Feedback/Comments	

	https://learninghub.mrooms.net/course/view.php?id=560 " Technology Integration https://opi.mt.gov/Educators/Teaching-Learning/K-12-Content-Standards/Technology-Standards
Section 6: Addressing Lost Instructional Time Feedback/Comments	Please see above linked resources for Acceleration, SEL, Assessment, Data Literacy, Evidence Based Instructional Practices and Instruction Materials, School Mental Health and Technology Integration. Additionally, these resources may be helpful to the district in plan implementation for section 6: Just for Families https://opi.mt.gov/Families-Students/School-Topics/Just-for-Families CTE https://opi.mt.gov/Educators/Teaching-Learning/Career-Technical-Education-CTE https://opi.mt.gov/Educators/Teaching-Learning/K-12-Content-Standards/Career-Technical-Education-Standards
Section 7: Supporting the Educator Workforce Feedback/Comments	The estimated number of jobs (FTEs) that have been or will be retained by the LEA through the LEA's planned use of ESSER III Funds is listed as 204. This is likely an error.
Section 8: Monitoring and Measuring Impact of ARP ESSER Funds Feedback/Comments	Please see support resources in sections 3, 5, and 8.

Summary:

This plan, at a minimum, includes how the district will:				
use funds to implement prevention and mitigation strategies	use the funds totaling not less than 20% to address lost instructional time	spend its remaining 80% of ARP ESSER funds	respond to needs of students disproportionately affected by the pandemic;	meaningfully engage with and consult stakeholders in crafting their plans
Yes	Yes	Yes	Yes	Yes

The plan has sufficient detail to allow the OPI to support and monitor the district's use of ARP ESSER funds for the required components in the following areas:		
implementation of evidence-based interventions	address the student groups specifically that were disproportionately impacted by the pandemic	identify, reengage, and support students who have experienced the impact of lost instructional time
Yes	Yes	Yes

Wholistic Comments and/or Feedback

The team that reviewed your plan did not leave any specific feedback beyond the bullet points listed above. Please review and consider these points as you engage in the revision process with your stakeholders. In addition please pay careful attention to any "No" responses in the table below.

Districts are encouraged to consider this feedback when engaging stakeholders in their 6 month plan update.

Questions about this feedback should be emailed to esser-opi@mt.gov.

LEWISTOWN PUBLIC SCHOOLS

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

20

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

ITEM TITLE: APPROVE LEWIS & CLARK ELEMENTARY BID FOR ROOFING CONTRACT

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the Lewis & Clark Bid for Roofing Contract.

SUGGESTED ACTION: Approve Lewis & Clark Elementary Bid for Roofing Contract

☒ Additional Information Attached

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Brady						
Southworth						
Heintz						
Fulbright						

MEMORANDUM

Date: November 22, 2022

To: Lewistown Public Schools
Attn: Jason Fry
1201 Boulder 215 7th Avenue South
Lewistown, MT 59457

From: Cushing Terrell

RE: Award Recommendation
Lewistown – Lewis & Clark Existing Building Reroof Project

To whom it may concern.

The Lewistown - Lewis & Clark Elementary School existing building roof replacement Project for the summer of 2023 bid on November 22, 2022. The contractor that provided the school district with the lowest bid to perform the work was Empire Roofing, Inc. Empire Roofing Inc. Reroofing bid for the existing building was \$123,900 lower than the next low bid.

Empire Roofing did provide a Bid Modification for a "Deduct" ten minutes prior to the bid opening. This modification was excepted by Cushing Terrell and Shane Swandal from Hulteng, CCM and is outlined in the official Bid Tab that is enclosed.

The project Base Bid consisted of removing and replacing the entire existing roofing system. The new roofing system was designed for the membrane manufacturer to provide a 20 yr. NDL (No Dollar Limit) warranty for the district.

Cushing Terrell believes the submitted low bid falls well in line with current pricing. Cushing Terrell is also confident in Empire Roofing, Inc. ability to successfully perform the reroofing work to be in accordance with the Construction Documents.

It is also Cushing Terrell's recommendation that the school district award the contract for the Roof Replacement Project for tearing off the existing roof and installing a new 60 Mil Single Ply Membrane at the Lewistown Public School – Lewis & Clark Elementary School to Empire Roofing, Inc. in the amount of \$338,707.00

Please see attached official bid tabulation sheet.

Sincerely,



Patrick Todd
Associate / Roofing & Building Envelope Specialist

**Project: Lewis & Clark Elementary School
Roof Replacement Project 2023**

**Date: 11/22/2022
Location: Facility Service**

Project Ref: LPS22_LCLARK

Time: 11:00 AM

			Base Bid		
CONTRACTOR	Red'd 10% Bid Bond	Rec'd. Add. # 1	Roof Replacement	Bid Modification	
CentiMark Corp. Contractor Registration #31442	X	X	\$ 462,607.00		
C & C Construction of the Pacific NW, INC Contractor Registration #260917	X	X	\$ 732,470.00		
Empire Roofing, Inc. Contractor Registration # 10451	X	X	\$ 500,000.00	Deduct \$161,293	Base Bid \$ 338,707.00
Metal Works of Montana Not in a sealed Envelope Contractor Registration # 8192	X	X	\$ 599,888.00		
Cushing Terrell				\$ 394,940.00	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

21

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2022-2023 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Christy Rogers

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2022-2023 School Year as listed below:

Substitute Teacher/Aide

Tracey Reed
Jayda Barnes
Brent Volf

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2022-2023 School Year

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Koterba						
Southworth						
Brady						
Heintz						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

22

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Christy Rogers

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>						
Bailey						
Birdwell						
Koterba						
Southworth						
Brady						
Heintz						
Fulbright						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday, December 12, 2022

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
ARMSTRONG, Chad	Teacher	Lewis and Clark Elementary School	Accept Letter of Resignation/Retirement	1/30/2023	Danny Wirtzberger	See Attached Letter
BRANDON, Luke	Junior Class Fundraiser	Fergus High School	Approve appointment on schedule - (.020 x \$35,269.00) \$705.38	12/13/2022	Chris Guglielmo	
CARLISLE, Jacilynn	Paraprofessional	Garfield Elementary School	Approve appointment on schedule -- PARA EDUCATOR +CERT Step 0 for up to 7.5 hours per day for up to 118 days	12/13/2022	Matt Lewis	Replacing Shelby Moline
DERHEIM, James	Assistant Boys Basketball Coach	Lewistown Jr. High School	Approve appointment on schedule - (0.055 x \$35,269.00) \$1,939.80	1/7/2023	Jeff Friesen	Replacing Mike Vanek
GUGLIELMO, Chris	Principal	Fergus High School	Approve request to enroll in Educational Advancement Courses for the purpose of moving across the salary matrix in the future. The four courses included are: Helping Students Overcome Trauma – 3 credits Emotions and Learning – 3 credits Preventing Youth Suicide – 3 credits Resiliency: Coping with Academic and Emotional Adversity – 3 credits	12/13/2022	Thom Peck	Detailed coursework information can be provided to the Trustees upon request.
NEUMAN, Heather	High Needs Paraprofessional	Highland Park Elementary School	Approve appointment on schedule - HIGH NEEDS PARAPROFESSIONAL Step 0 for up to 5.5 hours per day for up to 118 days.	12/13/2022	Matthew Ventreasca	New Position
RAY, Morgan	First Assistant Boys Basketball Coach	Lewistown Jr. High School	Approve appointment on schedule - (.062 x \$35,269.00) \$2,186.68	1/7/2023	Jeff Friesen	Replacing Cory Smith
STEWART, Rhonda	Bus Driver	Transportation	Approve appointment on schedule TRANSPORTATION Step 0 for up to 4 hours per day for up to 110 days	1/3/2023	Rob Odermann	Replacing Tina McGowan
TUCKER, Jacqueline	Paraprofessional	Highland Park Elementary School	Accept Letter of Resignation	12/22/2022	Matthew Ventreasca	Verbal Resignation
VINCENT, Megan	Teacher	Fergus High School	Approve out-of-state travel to attend the FCCLA National Leadership Conference in Denver, CO,	July 1 - July 6, 2023	Chris Guglielmo and Paul Bartos	See Attached Letter

LETTER OF RETIREMENT

From: Chad Armstrong
Address: PO Box 9561
Address (2): Kalispell, MT 59904
Phone: 406-366-4720
E-Mail: carmstrong@lewistown.k12.mt.us

Date: 10-12-2022

To: Lewistown Public Schools
Address: _____
Address (2): _____
Phone: 406-535-8777
E-Mail: _____

Dear School Board/Administration,

This letter represents my official notice of retirement from my position of 5th grade Teacher
with Lewis/Clark be made final on the 30th day of January, 2023.

It has been with great pleasure to be alongside the individuals at every school building and I will always appreciate the experience and knowledge I gained during my time here.

I hope the notice-period is enough for you to find a replacement. Furthermore, please let me know of any help that I could be to train or assist the person that will take over my position.

Sincerely,

Chad Armstrong (10-17-22)
Signature

Chad Armstrong
Print Name



FERGUS HIGH SCHOOL

1001 CASINO CREEK DRIVE, LEWISTOWN, MT 59457

Phone: (406) 535-2321

Fax: (406) 535-3835

www.lewistown.k12.mt.us

CHRIS GUGLIEMO, PRINCIPAL

PAUL BARTOS, ASST. PRINCIPAL/ACTIVITIES DIRECTOR

December 6, 2022

Dear School Board Members,

The Fergus FCCLA (Family, Career & Community Leaders of America) Chapter is requesting approval for out of state travel to attend the 2023 FCCLA National Leadership Conference in Denver, CO from July 2 – 6, 2023 to attend leadership training and professional development.

Fergus FCCLA member Lauren Plagenz (currently a junior at Fergus High School) was recently elected to serve on the Montana FCCLA State Executive Council as a State Officer from March 2023 – March 2024. As part of this state level responsibility, Lauren along with her Chapter Adviser, are asked to attend the National Leadership Conference. It is possible additional chapter members may qualify to attend pending the results of FCCLA competitions being held at the upcoming State Leadership Conference in Bozeman, Montana March 16 – 17, 2023.

We have building administration approval for this request, and we appreciate your consideration. Please do not hesitate to reach out with any questions.

Sincerely,

Megan A. Vincent

Family & Consumer Sciences (FCS) Teacher | FCCLA Chapter Adviser

Fergus High School, Lewistown, MT

406-535-2321 ext. 6117



EXECUTIVE SESSION

As per the provisions of 2-3-203
Montana Codes Annotated.

The Board Chair,
will now call for an Executive Session
deeming the demands of individual privacy
clearly exceed the merits of public disclosure.

All parties not involved in the Executive
Session are asked to leave the Board Room
at this time.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/12/2022

Agenda Item No.

23

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

ITEM TITLE: EXECUTIVE SESSION---SUPERINTENDENT'S EVALUATION

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

SUMMARY:

The Board of Trustees will go into Executive Session to conduct the Superintendent's Evaluation

SUGGESTED ACTION: Discussion

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

AUGUST 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2023						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					










PIR DAYS (Pupil Instruction-Related)

August 22	New Staff Orientation
August 29-30	All Staff Orientation/PIR
October 20-21	Staff Development Days Teachers Convention (Billings)
Oct 31-Nov 11	Parent-Teacher Conferences Schedules vary by school PIR November 3rd No school November 3rd-4th
March 27-31	Parent-Teacher Conferences Schedules vary by school Full school days for students
May 15	PIR Day

HOLIDAYS & VACATIONS

No School for Teachers or Students

September 5	Labor Day
November 4	Vacation Day
November 23-25	Thanksgiving Vacation
Dec 23 - Jan 2	Winter Break
February 24	Vacation Day
April 10	Easter Vacation
May 29	Memorial Day

	New Teacher Orientation
	First/Last Day of School  K-4 First Day
	End of Quarter
	Quarter Mid-Term
	End of Semester (2nd & 4th quarters)
	School Dismissed at 1:30 pm
	FHS Graduation Day
	PIR Day (No School for Students)
	Vacation Day (Day Off/No School)
	Paid Holiday (Day Off/No School)
	Flex Day (No School for Students)

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)	First Semester				88 days	Second Semester				91 days
	FIRST QUARTER				DAYS	THIRD QUARTER				DAYS
	First Week	Aug 31	to	Sept 2	3	First Week	Jan 23	to	Jan 27	5
	Second Week	Sept 6	to	Sept 9	4	Second Week	Jan 30	to	Feb 3	5
	Third Week	Sept 12	to	Sept 16	5	Third Week	Feb 6	to	Feb 10	5
	Fourth Week	Sept 19	to	Sept 23	5	Fourth Week	Feb 13	to	Feb 17	5
	Fifth Week	Sept 26	to	Sept 30	5	Fifth Week	Feb 20	to	Feb 23	4
	Sixth Week	Oct 3	to	Oct 7	5	Sixth Week	Feb 27	to	March 3	5
	Seventh Week	Oct 10	to	Oct 14	5	Seventh Week	March 6	to	March 10	5
	Eighth Week	Oct 17	to	Oct 19	3	Eighth Week	March 13	to	March 17	5
	Ninth Week	Oct 24	to	Oct 28	5	Ninth Week	March 20	to	March 24	5
					40					44
	SECOND QUARTER				DAYS	FOURTH QUARTER				DAYS
	First Week	Oct 31	to	Nov 2	3	First Week	March 27	to	March 31	5
	Second Week	Nov 7	to	Nov 11	5	Second Week	April 3	to	April 7	5
	Third Week	Nov 14	to	Nov 18	5	Third Week	April 11	to	April 14	4
	Fourth Week	Nov 21	to	Nov 22	2	Fourth Week	April 17	to	April 21	5
	Fifth Week	Nov 28	to	Dec 2	5	Fifth Week	April 24	to	April 28	5
	Sixth Week	Dec 5	to	Dec 9	5	Sixth Week	May 1	to	May 5	5
	Seventh Week	Dec 12	to	Dec 16	5	Seventh Week	May 8	to	May 12	5
	Eighth Week	Dec 19	to	Dec 22	4	Eighth Week	May 16	to	May 19	4
	Ninth Week	Jan 3	to	Jan 6	4	Ninth Week	May 22	to	May 26	5
	Tenth Week	Jan 9	to	Jan 13	5	Tenth Week	May 30	to	June 2	4
	Eleventh Week	Jan 16	to	Jan 20	5					47
					48					
										Total Days 179

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 22	New Staff Orientation	
	August 29-30	All Staff Orientation/PIR	2.0
	October 20-21	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 31-Nov 11	Parent-Teacher Conferences <i>Schedules vary by school No school November 3rd & 4th</i>	1.5
	March 27-31	Parent-Teacher Conferences <i>Schedules vary by school Full school days for students</i>	.5
	May 15	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0

HOLIDAYS & VACATIONS <i>Dates Inclusive</i>	September 5	Labor Day
	November 4	Vacation Day
	November 23-25	Thanksgiving Vacation
	Dec 23-Jan 2	Winter Break
	February 24	Vacation Day
	April 10	Easter Vacation
	May 29	Memorial Day
	July 4	Vacation Day (12-mo employees)

