

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room

215 7th Avenue South
Lewistown, Montana 59457

MONDAY, March 13, 2023

REGULAR BOARD MEETING

PAGE 1

Meeting ID

meet.google.com/ccw-qomy-dip

Phone Numbers

(US)+1 605-743-0395

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 of FHS Speech and Drama Team and Coaches
5. Report—Student Representative
6. Report—LEA
7. Report—Committees of the Board
8. Calendar Items, Concerns, Correspondence, Etc

SUPERINTENDENT'S REPORT

9. Report—Election Information
10. Report—Budget Update
11. Report—Investment
12. Report—Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

14. Minutes of the February 13, 2023, Regular Board Meeting

APPROVAL OF CLAIMS

15. Claims

INDIVIDUAL ITEMS

16. Parent Appeal – Student Participation at Fergus High School Graduation Ceremony

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REGULAR BOARD MEETING

-CONTINUED PAGE 2-

17. Approve Out of District Student Attendance Agreement Requests for Placement In and Out of Lewistown Public Schools.
18. Approve Second Reading of Policy 2510 – School Wellness
19. Remove Board Policy 2510P –School Wellness
20. Approve First Reading of Policy 5251 – Resignations
21. Approve Issuing Contracts for the Certified and Classified Administrators for the 2023-2024 School Year
22. Approve Issuing Contracts for Certified Staff for the 2023-2024 School Year.
23. Approve Non-Renewal of Non-Tenured Certified Staff Contract without Cause
24. Approve Sletten GMP Phase II Construction Bids - Lewis and Clark Phase II
25. Approve Multi-District Agreement for Technology Services
26. Set Elementary District Number One Levy Amount
27. Set High School District Number One Levy Amount
28. Approve Adoption of Resolution Estimating Changes in Revenues/Mills from Tuition, Adult Education, Building Reserve, Transportation and Bus Depreciation Levies for School Fiscal Year 2024
29. Approve 2023-2024 School Calendar
30. Approve Certification for Indirect Cost Rates for FY 2023-2024
31. Approve Additions to the Substitute List for the 2022-2023 School Year
32. Approve Personnel Report

ADJOURNMENT

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

PUBLIC PARTICIPATION

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

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

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/14//2022

Agenda Item No.

4

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

ITEM TITLE: RECOGNITION — FERGUS HIGH SCHOOL SPEECH AND DRAMA TEAM AND COACHES

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

Lee Stahl and Kelly Comer, Coaches and the FHS Speech, Debate and Drama Team will be recognized for their season including the state competition and the future of the program. .

SUGGESTED ACTION: Informational

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

5

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Julia Kunau

SUMMARY:

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

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

School Board Meeting Student Report
Julia Kunau

Student Life

- Weighing GPAs
 - use 5 point scale for Advanced Placement/ Dual Credit classes so students can be competitive when applying for scholarships and college
- 4 day school week
 - most students are opposed to this due to the possibility of increase in school day/ school year length; absences due to appointments and sports/clubs being gone early in the week mean even less school

Club Activities & Sports

- **BPA**
 - Competed at Regionals in Great Falls January 16
 - Gracie Howells and Julia Kunau won 1st place in Visual Design Team and Economic Research Team; Julia Kunau won 1st place in Advanced Interview Skills, Ethics and Professionalism, and Prepared Speech; Alex Naber and Isha Vanderbeek won 1st place in Website Design Team; Isha Vanderbeek won 1st place in Graphic Design Promotion and Digital Marketing Concepts
 - State Leadership Conference in Billings March 12-14
 - Fundraising events: concessions, selling Valentine's Day crush pops
- **FCCLA**
 - Community service events: visited residents at Eagles Manor
 - Fundraising events: selling Valentine's Day cookies
- **FFA**
 - Fergus Mechanics January 28
 - Tal Brooks won 1st place for the senior division, Sam Barta received 3rd in the junior division
 - Spring Districts February 7
 - Junior Meeting Conduct Team won 1st place in the senior division
- **GSA**
 - Fundraising events: held bakesale to purchase t-shirts
- **Key Club**
 - Officers: Lauren Plagenz, Lexi Breidenbach, Julia Kunau attended Kiwanis Club luncheon to promote our club
 - Fundraising events: basketball game pop shoots
- **Science Olympiad**
 - Will compete in Bozeman March 8

- **Spanish Club**
 - Fundraising events: selling chocolates to attend World Language Day held by University of Montana February 28- March 1
- **Speech, Drama, & Debate**
 - Competed at State in Sidney January 27-28
 - Jasper Fairchild received 2nd in pantomime, Jasper Fairchild and Logan Baldwin received 3rd in Dramatic Theater, Julia Kunau won 1st place in Lincoln Douglas Debate
 - National Qualifiers in Bozeman February 10-11
- **Student Council**
 - Planned Winter Spirit Week Pep Assembly
 - Worked to thank counselors for Counselor Appreciation Week February 6-10
 - Junior class officers are working on planning prom
- **Girls Basketball & Boys Basketball**
 - Divisionals in Billings February 22-25
 - State in Bozeman March 8-11
- **Wrestling**
 - Competed at Divisionals in Havre February 2-4
 - 11 placed, Jett Boyce and Rebecca Birdwell won 1st place in their bracket
 - State is in Billings February 10-11

Please feel free to contact me with any questions via email (kunau.julia@lewistown.k12.mt.us).
Thank you so much!

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

6

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

ITEM TITLE: REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

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

SUMMARY:

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

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

7

☐ 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 Calendar Committee met on February 16th at 3:30 p.m.

Building and Grounds Committee met on March 7th at 8:00 a.m.

SUGGESTED ACTION: Informational

☒ Additional Information Attached

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

03/13/2023

Agenda Item No.

8

☐ 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.

- MT Advance Opportunities grant and Transformational Learning grant approvals
- OPI Letter on Career Coaches opportunities
- OPI Letter on Health Professions Career Pathway
- 20 Day Plans

SUGGESTED ACTION: Informational

☐ Additional Information Attached

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

9

☐ 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: Jeff Southworth, Kris Birdwell and Doreen Heintz..

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

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 and One (1) 2-Year Term:

_____ 3-year term (to expire in 2026)

_____ 3-year term (to expire in 2026)

_____ 3-year term (to expire in 2026)

_____ 2-year term (to expire in 2025)


Declaration of Intent Filed for Nomination of School Board Trustee:

Kris A. Birdwell
Doreen Heintz

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	3571	69%
# POLL VOTERS IN THE ELEMENTARY DISTRICT	1604	31%
TOTAL # OF VOTERS IN ELEMENTARY DISTRICT	5175	

# ABSENTEE VOTERS IN THE HS DISTRICT	166	67%
# POLL VOTERS IN THE HS DISTRICT	82	33%
# OF VOTERS IN THE HS DISTRICT	248	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

10

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

ITEM TITLE: REPORT—BUDGET UPDATE

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

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2023-2024 General Fund Budgets.

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

2023-2024 PRELIMINARY BUDGET PROJECTIONS As of 3/9/2023

ELEMENTARY

Current Year (2022-2023) Budget	\$7,018,871.96	
2023-2024 Projected Budgets	\$7,216,778.62	without a vote
	\$7,306,488.76	with a vote
FY23 Budget vs FY24 Budget	\$197,906.66	higher without a vote
	\$287,616.80	higher with a vote
FY24 Projected Expenditures	\$7,380,342.98	
<u>Preliminary</u> Budget Shortfall/Surplus	(\$163,564.36)	without a vote
	(\$73,854.22)	with a vote

HIGH SCHOOL

Current Year (2022-2023) Budget	\$3,352,482.33	
2023-2024 Projected Budgets	\$3,465,179.94	without a vote
	\$3,465,179.94	with a vote
FY23 Budget vs FY24 Budget	\$112,697.61	lower without a vote
	\$112,697.61	higher with a vote
FY24 Projected Expenditures	\$3,627,908.65	
<u>Preliminary</u> Budget Shortfall/Surplus	(\$162,728.71)	without a vote
	(\$162,728.71)	with a vote

Unknowns: Legislature, Health Insurance, Retirements/Staff Resignations, Kindergarten Enrollment, SRSA Grant, Title I Funding

Projections include: 7% Health Insurance increase for certified staff, 10% Health Insurance increase for classified staff, All Staff moved in Years of Experience, 4% increase to matrix for all Classified, 4% increase for all Classified Admin (no salary matrix), Certified salary matrix increases, Spring Enrollment

ESSER Funds Used

ESSER III - 2.5 fte (\$117,000 HS) + 1.5 fte (\$81,000 Elem) + 1.0 fte Tech (\$58,000)
TOTAL ESSER: \$256,000



PRELIMINARY BUDGET DATA SHEET

FY 2024

Pre-Session Including HB15 Inflationary Increases

County: 14 Fergus

District: 0258 Lewistown Elem

NOTE: Information shown on the asterisked lines below (*) is subject to change if your district's certified ANB is changed; any changes will be reflected on the FY2024 final budget form. (+) This symbol indicates whether the current ANB or 3 year average ANB (whichever is greater) is used to determine budget funding.

1. Certified ANB		FY 2024			3 Year Avg ANB		
*Budget Unit		ANB	*Basic Entitlement	*Per ANB Entitlement	ANB	*Basic Entitlement	*Per ANB Entitlement
E1	LEWISTOWN K-6	715	108,780.00	4,326,894.00 +	704	108,780.00	4,261,100.80
M1	LEWISTOWN 7-8	202	114,493.00	1,573,529.50 +	188	114,493.00	1,465,131.00
2.	* Direct State Aid						2,737,292.34
3.	Quality Educator						280,783.27
4.	At Risk Student						31,016.61
5.	* Indian Education For All						21,925.47
6.	American Indian Achievement Gap						7,520.00
7.	* Data For Achievement						20,990.13
8.	Special Education Funding (FY 2024):						
	NOTE: Block Grant Eligibility Status = "Yes" means OPI records indicate you are qualified and will receive the funding listed. Block Grant Eligibility Status = "No" means you have NOT yet qualified.						
	Special Education Block Grant Eligibility Status						Yes
	Special Education Block Grant Rates Per Current ANB						
	Instructional Block Grant Rate [IBG]						154.21
	Related Services Block Grant Rate [RSBG]						51.40
	Threshold to Determine Disproportionate Costs						2.933368958
	Special Education Allowable Cost Payments						
* a.	Instructional Block Grant Entitlement [IBG rate X Current Year ANB]						141,410.57
* b.	Related Services Block Grant Entitlement [RSBG rate X Current Year ANB]						N/A
c.	Reimbursement for Disproportionate Costs - See Page 2.						245,300.92
* d.	Total Special Education Allowable Cost Payment (District) [8a + 8b + 8c]						386,711.49
	Prorated Cooperative Cost Payments (Members of Cooperatives Only)						
* e.	Related Services Block Grant Entitlement (Paid Directly to Coop)						47,133.80
	Required Local Match						
* f(i).	District's Required Match for IBG [8a X 0.33]						46,665.49
f(ii).	District's Required Match for RSBG [8b X 0.33]						N/A
* f(iii).	District's RSBG Match to be Paid by District to Cooperative [8e X 0.33]						15,554.15
* f(iv).	Total Required Local Match to Avoid Reversions [8f(i) + 8f(ii) + 8f(iii)]						62,219.64
	Minimum Special Education Budget to Avoid Reversions						
* g.	Minimum Special Education Budget to Avoid Reversions [8a + 8b + 8f(iv)]						203,630.21



PRELIMINARY BUDGET DATA SHEET

FY 2024

Pre-Session Including HB15 Inflationary Increases

County: 14 Fergus

District: 0258 Lewistown Elem

Reimbursement For Disproportionate Costs

	EL	HS	K12
a. FY 2022 Allowable Cost Expenditures	1,179,603.16	0.00	0.00
Total K-12 Expenditures Prorated by FY 2022 ANB			
b. FY 2022 Amount to Avoid Reversion	193,071.81	0.00	0.00
c. Reimbursement for Disproportionate Costs	245,300.92	0.00	0.00
If (a-b) > 0 and a > (b * 2.933368958) then [a - (b * 2.933368958)] * 0.4			

9. FY 2024 Budget Limits:

* a.	Required % of Special Ed Funding in Maximum [20-9-306(9), MCA]	100%
* b.	BASE Budget	5,821,442.29
c.	Maximum Budget Limit	7,306,488.76
* d.	Highest Budget Without A Vote (excluding tuition, excess reserves, flexible non-voted levy authority and other Over-BASE revenues)	7,216,778.62
* e.	Highest Budget With A Vote	7,306,488.76
* f.	Highest Voted Amount (9e-9d)	89,710.14

10. Prior Year Information for Budgeting:

a.	FY 2023 BASE Budget	5,623,535.63
b.	FY 2023 Maximum Budget	7,075,768.83
c.	FY 2023 Budget Limit ANB	898
d.	FY 2023 Adopted General Fund Budget	7,018,871.96
e.	Highest Levy Over-BASE Authorized or Imposed Between FY 2019 FY 2023	1,395,336.33

11. Debt Service Fund and County Retirement GTB:

	Elementary	High School
County		
a.	Tax Year2022 County Taxable Value	46,932,944
b.	FY 2022-2023 County ANB	1,202
c.	County Retirement Mill Value per ANB	39.05
District		
d.	Tax Year2022 District Taxable Value	14,461,178
e.	FY 2022-2023 District Budget Limit ANB	898
f.	District Debt Service Mill Value per ANB	16.10
Statewide		
g.	Statewide Retirement Mill Value per ANB	39.43
h.	Debt Service Assistance Mill Value per ANB	45.62



PRELIMINARY BUDGET DATA SHEET

FY 2024

Pre-Session Including HB15 Inflationary Increases

County: 14 Fergus

District: 0258 Lewistown Elem

12. General Fund Guaranteed Tax Base Aid (GTB) Ratios And Subsidies

I. STATEWIDE GTB RATIO:	Elementary	High School
a. Statewide Taxable Valuation (Tax Year 2022)***	3,557,597,673	3,557,597,673
b. FY 2023 Statewide GTB Subsidized Budget Area: 35.30% of the Basic Entitlement + 35.30% of the Per ANB Entitlement + 40% of Special Education Allowable Cost Payment (Including Cooperative Costs)	269,181,739.61	146,351,330.17
c. GTB Ratio: [(a) Divided by (b)] x 254%	33.57	61.74

II. DISTRICT GTB SUBSIDY:	Elementary	High School
a. Statewide GTB ratio (from c above)	33.57	N/A
b. FY 2023 District GTB Subsidized Budget Area: 35.30% of the Basic Entitlement + 35.30% of the Per ANB Entitlement	2,056,144.34	N/A
c. 40% of FY 2023 District Special Education Allowable Cost Payment plus District Coop Cost Payment	191,519.27	N/A
d. District's FY 2024 Guaranteed Tax Base (a) x [b + c]	75,454,067.39	N/A
e. District Taxable Valuation (Tax Year 2022)***	14,461,178	N/A
f. If (d) is Greater Than (e), Then: DISTRICT's FY 2024 GTB Subsidy Per BASE Mill [d - e] x 0.001	60,993.00	N/A

*** A final determination of the Taxable Value by the Department of Revenue based on information delivered to the county clerk and recorder as required in 15-10-305, MCA (December). Tax Increment Districts are excluded from taxable valuations used in GTB calculations.

Per 20-9-366(2)(a), MCA, GTB ratios for the ensuing year are calculated using prior year taxable values and GTB subsidized area as submitted. GTB ratios on I(c) are rounded to two decimal places.

13. Building Reserve Permissive Sub-Fund School Major Maintenance Aid Subsidy

	Elementary	High School	K-12
a. District State Major Maintenance Aid (SMMA) Allowable Amount	113,780.00		
b. Calculated Amount of State School Major Maintenance Aid Per Dollar of Local Effort****	2.18		

**** State major maintenance aid per dollar of local effort calculated as per 20-9-525, MCA assumes full state funding for this program. Proration may apply due to limitations in state appropriation and/or available state revenue for funding.



PRELIMINARY BUDGET DATA SHEET

FY 2024

Pre-Session Including HB15 Inflationary Increases

County: 14 Fergus

District: 0259 Fergus H S

NOTE: Information shown on the asterisked lines below (*) is subject to change if your district's certified ANB is changed; any changes will be reflected on the FY2024 final budget form. (+) This symbol indicates whether the current ANB or 3 year average ANB (whichever is greater) is used to determine budget funding.

1. Certified ANB		FY 2024			3 Year Avg ANB		
*Budget Unit		ANB	*Basic Entitlement	*Per ANB Entitlement	ANB	*Basic Entitlement	*Per ANB Entitlement
H1	FERGUS HS 9-12	368	343,483.00	2,851,356.00 +	353	343,483.00	2,736,456.00
2.	* Direct State Aid						1,428,093.03
3.	Quality Educator						109,351.39
4.	At Risk Student						8,317.72
5.	* Indian Education For All						8,798.88
6.	American Indian Achievement Gap						2,585.00
7.	* Data For Achievement						8,423.52
8.	Special Education Funding (FY 2024):						
	NOTE: Block Grant Eligibility Status = "Yes" means OPI records indicate you are qualified and will receive the funding listed. Block Grant Eligibility Status = "No" means you have NOT yet qualified.						
	Special Education Block Grant Eligibility Status						Yes
	Special Education Block Grant Rates Per Current ANB						
	Instructional Block Grant Rate [IBG]						154.21
	Related Services Block Grant Rate [RSBG]						51.40
	Threshold to Determine Disproportionate Costs						2.933368958
	Special Education Allowable Cost Payments						
* a.	Instructional Block Grant Entitlement [IBG rate X Current Year ANB]						56,749.28
* b.	Related Services Block Grant Entitlement [RSBG rate X Current Year ANB]						N/A
c.	Reimbursement for Disproportionate Costs - See Page 2.						0.00
* d.	Total Special Education Allowable Cost Payment (District) [8a + 8b + 8c]						56,749.28
	Prorated Cooperative Cost Payments (Members of Cooperatives Only)						
* e.	Related Services Block Grant Entitlement (Paid Directly to Coop)						18,915.20
	Required Local Match						
* f(i).	District's Required Match for IBG [8a X 0.33]						18,727.26
f(ii).	District's Required Match for RSBG [8b X 0.33]						N/A
* f(iii).	District's RSBG Match to be Paid by District to Cooperative [8e X 0.33]						6,242.02
* f(iv).	Total Required Local Match to Avoid Reversions [8f(i) + 8f(ii) + 8f(iii)]						24,969.28
	Minimum Special Education Budget to Avoid Reversions						
* g.	Minimum Special Education Budget to Avoid Reversions [8a + 8b + 8f(iv)]						81,718.56



PRELIMINARY BUDGET DATA SHEET

FY 2024

Pre-Session Including HB15 Inflationary Increases

County: 14 Fergus

District: 0259 Fergus H S

Reimbursement For Disproportionate Costs

	EL	HS	K12
a. FY 2022 Allowable Cost Expenditures	0.00	219,613.78	0.00
Total K-12 Expenditures Prorated by FY 2022 ANB			
b. FY 2022 Amount to Avoid Reversion	0.00	77,273.79	0.00
c. Reimbursement for Disproportionate Costs	0.00	0.00	0.00
If (a-b) > 0 and a > (b * 2.933368958) then			
[a - (b * 2.933368958)] * 0.4			

9. FY 2024 Budget Limits:

* a.	Required % of Special Ed Funding in Maximum [20-9-306(9), MCA]	100%
* b.	BASE Budget	2,780,362.78
c.	Maximum Budget Limit	3,464,729.27
* d.	Highest Budget Without A Vote (excluding tuition, excess reserves, flexible non-voted levy authority and other Over-BASE revenues)	3,465,179.94
* e.	Highest Budget With A Vote	3,465,179.94
* f.	Highest Voted Amount (9e-9d)	0.00

10. Prior Year Information for Budgeting:

a.	FY 2023 BASE Budget	2,576,771.39
b.	FY 2023 Maximum Budget	3,208,169.29
c.	FY 2023 Budget Limit ANB	346
d.	FY 2023 Adopted General Fund Budget	3,352,482.33
e.	Highest Levy Over-BASE Authorized or Imposed Between FY 2019 FY 2023	809,045.74

11. Debt Service Fund and County Retirement GTB:

	Elementary	High School
County		
a.	Tax Year2022 County Taxable Value	46,932,944
b.	FY 2022-2023 County ANB	1,202
c.	County Retirement Mill Value per ANB	39.05
District		
d.	Tax Year2022 District Taxable Value	N/A
e.	FY 2022-2023 District Budget Limit ANB	N/A
f.	District Debt Service Mill Value per ANB	N/A
Statewide		
g.	Statewide Retirement Mill Value per ANB	39.43
h.	Debt Service Assistance Mill Value per ANB	45.62



PRELIMINARY BUDGET DATA SHEET

FY 2024

Pre-Session Including HB15 Inflationary Increases

County: 14 Fergus

District: 0259 Fergus H S

12. General Fund Guaranteed Tax Base Aid (GTB) Ratios And Subsidies

I. STATEWIDE GTB RATIO:	Elementary	High School
a. Statewide Taxable Valuation (Tax Year 2022)***	3,557,597,673	3,557,597,673
b. FY 2023 Statewide GTB Subsidized Budget Area: 35.30% of the Basic Entitlement + 35.30% of the Per ANB Entitlement + 40% of Special Education Allowable Cost Payment (Including Cooperative Costs)	269,181,739.61	146,351,330.17
c. GTB Ratio: [(a) Divided by (b)] x 254%	33.57	61.74

II. DISTRICT GTB SUBSIDY:	Elementary	High School
a. Statewide GTB ratio (from c above)	N/A	61.74
b. FY 2023 District GTB Subsidized Budget Area: 35.30% of the Basic Entitlement + 35.30% of the Per ANB Entitlement	N/A	1,039,929.00
c. 40% of FY 2023 District Special Education Allowable Cost Payment plus District Coop Cost Payment	N/A	28,135.34
d. District's FY 2024 Guaranteed Tax Base (a) x [b + c]	N/A	65,942,292.35
e. District Taxable Valuation (Tax Year 2022)***	N/A	15,758,345
f. If (d) is Greater Than (e), Then: DISTRICT's FY 2024 GTB Subsidy Per BASE Mill [d - e] x 0.001	N/A	50,184.00

*** A final determination of the Taxable Value by the Department of Revenue based on information delivered to the county clerk and recorder as required in 15-10-305, MCA (December). Tax Increment Districts are excluded from taxable valuations used in GTB calculations.

Per 20-9-366(2)(a), MCA, GTB ratios for the ensuing year are calculated using prior year taxable values and GTB subsidized area as submitted. GTB ratios on I(c) are rounded to two decimal places.

13. Building Reserve Permissive Sub-Fund School Major Maintenance Aid Subsidy

	Elementary	High School	K-12
a. District State Major Maintenance Aid (SMMA) Allowable Amount		53,060.00	
b. Calculated Amount of State School Major Maintenance Aid Per Dollar of Local Effort****		1.97	

**** State major maintenance aid per dollar of local effort calculated as per 20-9-525, MCA assumes full state funding for this program. Proration may apply due to limitations in state appropriation and/or available state revenue for funding.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

11

☐ 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 for February 2023 is as follows:

Elementary	\$1,522.49
<u>High School</u>	<u>\$2,992.52</u>
Total	\$4,515.01

Elementary Bond STIP Interest for February 2023 is as follows:
\$71,557.24

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana
BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

12

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

ITEM TITLE: REPORT—SUPERINTENDENT

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

SUMMARY:

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

- ❖ Staffing Update
- ❖ Bond Update
- ❖ “Green Eggs and Ham” Activity – March 2
- ❖ Prom – April 1 and Coronation March 29th?
- ❖ Radio Pilot program at Garfield and Vulnerability Assessments
- ❖ Parent/Teacher Conferences – LJH & FHS, March 28th(4-8 pm); Garfield, HP and L&C (4-7 pm)
- ❖ Virtual Career Fair at MSU – March 10th and In-Person Fair is May 10th
- ❖ META Spring Conference March 12-14 in Helena
- ❖ Science Olympiad on March 8; BPA @ Billings – State, March 12-14; FCCLA @ Bozeman – State, March 15-17; MCTM Contest, March 17; Cheerfest @ Fergus – March 17-18; State FFA – Great Falls, March 21-24
- ❖ Montana Counselors Conference @ Bozeman, March 30-31
- ❖ 5.0 GPA Scale recommendation for 2023-24 at FHS
- ❖ FHS Band & Choir, March 21st @ 7 p.m. and Garfield March 30th – K@ 12:45 and 1st @ 1:30
- ❖ Home Athletic Games/Meets:
 - 1st Day of Spring Sports (Boys & Girls Track, Boys & Girls Tennis, Softball), March 13th and LJH Track begin March 20
- ❖ **April 17 – Regular School Board Meeting**

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

13

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

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS
THE BOARD ON NON-AGENDA ITEMS

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

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

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

14

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

ITEM TITLE: MINUTES

Requested By: Board of Trustees Prepared By: Rebekah Rhoades

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the February 13, 2023, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ Additional Information Attached

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 Seventh Avenue South

Lewistown, Montana 59457

MONDAY, February 13, 2023

REGULAR BOARD MEETING

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

1. **ROLL CALL**

TRUSTEES PRESENT:

Kris Birdwell, Whitney Brady, Jeff Southworth, Zane Fulbright, Doreen Heintz

TRUSTEES ABSENT:

Phil Koterba, CJ Bailey

STAFF PRESENT:

Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades, Luke Brandon – LEA President, Melanie Smith, Meggan Cirrincione, Tom Webb, Kim Miller and Chris Guglielmo.

OTHERS PRESENT:

Julia Kuneau – Student Representative, Stephen Vantassal and other interested parties.

2. **PLEDGE OF ALLEGIANCE**

3. **MOTION TO SET AGENDA – Approved Unanimously (Birdwell/Southworth)**

4. **Discussion – Jason and Robin O’Neal, English Curriculum Book**

Jason and Robin O’Neal shared their concerns and official request to have the book, “Blind Your Ponies,” removed from the English Curriculum at Fergus High School on the basis that the content is offensive and inappropriate for 14 year old students. Current policy provides 48 hour notice to parents, which the O’Neal’s do not feel is adequate. Alternate books are also offered, but in this case the O’Neal’s were not aware of that option until after their son had read the book. Discussion took place between the Board, English Teachers and the O’Neals regarding the current process for book notice and alternate book offerings. The challenges teachers face when choosing a book that meets the expectations and standards of all was also discussed, noting that is why the alternate book is an option. The English Teachers present noted that they are trained to have discussions in the classroom and help students work through difficult topics presented in the reading materials they choose. Trustee Brady, Trustee Birdwell, Ms. Smith and the O’Neals will meet to discuss this issue further.

5. **Discussion – Bond Update**

Superintendent Peck updated the Board on the progress of the bond. Progress is being made to the interior of the classroom addition at Lewis & Clark. The bids for the addition at Lewis & Clark will be opened in the next few weeks. In May, the 6th grade classrooms will be moving to the new addition, the 5th grade will move to the current 6th grade hallway. 4th graders will wait until 2024-25 to move to Lewis & Clark. Fire Alarm System bids will be approved later in the meeting. Steel will be erected at the Junior High

- addition in the next week. Demolition of the science rooms and STAR room will take place during the 2023 summer months.
6. Report—Student Representative
 Julia Kuneau, Student Representative to the Board, reported on upcoming activities at Fergus High School. She expressed concerns regarding AP English and Dual Credit English and explained her perspective on the need to have a weighted GPA for those courses, especially when competing for national scholarship and valedictorian status. Discussion ensued regarding the benefit to change to the weighted grades with Chris Guglielmo, Luke Brandon and multiple Board Members agreeing. Trustee Birdwell asked about the recent honor rolls printed in the News Argus and the number of students able to achieve ‘A’ honor roll. Mr. Guglielmo provided perspective on the subject. Julia also reported that most students she spoke with are not in favor of the 4 day school week.
 7. Report – LEA
 Luke Brandon, President of the Lewistown Education Association (LEA) updated the Board of Trustees on the activities and happenings for their organization. Concerns regarding mold at Garfield and at Fergus High School were discussed.
 8. Report—Committees of the Board
 The Classified Salary Committee Meeting met on 1/10/23 to discuss changes to the Classified Salary Matrix and progress is being made.

 The Activities Committee met on 1/18/23. Mr. Bartos is working with Central Montana Medical Center to have an Athletic Trainer work with the school. Discussion has taken place with head coaches regarding allowing 8th graders to participate in high school sports and only 2 coaches are in favor. Trustee Birdwell reported that 9 of 12 Eastern A schools are allowing 8th grade participants. He expressed disappointment that the other Class A schools are not honoring the initial intent of the MHSA rule allowing 8th graders.

 The Calendar Committee met on 1/30/23 and 2/9/23. The committee will be meeting again this week. Three calendars will be presented to the staff and voted upon.
 9. Calendar Items, Concerns, Correspondence, Etc.
 Mr. Peck handed out the following items to the Board:
 - MHSA Annual Meeting and Executive Board Action
 - Great Falls College – MSU EMT Course Dual Credit Approval Letter
 - OPI Letter - Financial Literacy and Civics Education Graduation Requirement
 - 20 Day Plans
 - School Vulnerability Assessment
 Lewistown Public Schools 4-Day Week Survey Results were shared. Discussion ensued amongst the Board and concern about the 4 day week was expressed. Mr. Peck explained that the committee began meeting to respond to other schools in our area that had moved to the 4-day week and see if it was appropriate for Lewistown Public Schools. Mr. Peck does not recommend a 4-day week.
 10. Report—Election Information
 Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2023 School Election Calendar and advised them of the Trustee seats that will be up for election in 2023 – Kris Birdwell, Doreen Heintz and Jeff Southworth.
 11. Report—Budget Information
 Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the budget outlook for 2023-2024 school year.
 12. Report—Investment

Interest earned and distributed for January was \$3,775.17 in the High School and \$2,534.78 in the Elementary, for a total of \$6,309.95.

Elementary Bond STIP Interest earned for January 2023 was \$76,061.57.

13. Report—Superintendent

Superintendent Thom Peck provided a Legislative Update. The Spring Count numbers were shared with the Board. Mr. Peck shared feedback from the Principals conference recently held in regards to social emotional learning. From that conference, the Principals met and would like to add an additional Elementary Counselor to the staff. Mr. Peck proposed running a High School Bond in November 2023 to address infrastructure and safety, also addressing the music, science and CTE areas. Due to the Easter Holiday, Mr. Peck asked that the Board consider moving the April Board Meeting to Monday, April 17th. Mr. Peck participated shared that Job Experience Interviews are taking place at Fergus High School. The Board was updated on various dates and events upcoming in the District.

PUBLIC PARTICIPATION

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

Stephen Vantassal asked if any cats are being cared for in the schools or any students are being recognized as acting like cats. The Board stated that neither is true. He also expressed that he did not want the Board to encourage staff to leave by offering an incentive, especially in these times when recruitment is difficult. Mr. Vantassel also requested that a correlation between money spent and student achievement be made available to the public. In regards to the discussion about the book earlier in the meeting, he recommended using the logic that “sex is private and violence is public” when determining reading material in the classroom.

Bill Jackson requested that the school get a handicap sign in front of the Junior High and Lewis & Clark, in addition to the blue paint on the curbs. He was not able to be at the meeting, but requested that Thom present it to the Board.

ACTION ITEMS

MINUTES

15. Minutes of the January 9, 2023, Regular Board Meeting
– Approved unanimously (Fulbright/Brady)

APPROVAL OF CLAIMS

16. Claims – Approved unanimously (Birdwell/Brady)
Claims Committee for January through March 2023 will be Board Chair Doreen Heintz, Kris Birdwell, Whitney Brady and CJ Bailey.

INDIVIDUAL ITEMS

17. Approve Awarding Fire Alarm System Bid for Jr. High School & Lewis & Clark School to Summit Fire and Security – Approved unanimously (Southworth/Birdwell)
18. Approve Awarding Fire Alarm System Bid for Garfield & Highland Park to Summit Fire and Security – Approved unanimously (Fulbright/Brady)
19. Approve 2022-2023 MHSA Activity Agreement – Approved unanimously (Birdwell/Southworth)
20. Approve 2023-2024 MHSA List of Activities – Approved unanimously (Fulbright/Southworth)
21. Approve First Reading of Policy 2510 - School Wellness – Approved (Birdwell/Southworth) Fulbright – No
22. Approve Superintendent Contract with \$120,000 Annual Salary for Fiscal Year 2023-24 – Approved (Birdwell/Southworth) Southworth – Yes, Birdwell – Yes, Heintz – Yes, Brady – No, Fulbright - No
23. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property – Approved unanimously (Fulbright/Southworth)

24. Approve Revised Administrator Contract Language – Approved Unanimously (Birdwell/Southworth)
25. Approve First Semester Claim for Individual Contract Bus Reimbursement – Approved unanimously (Fulbright/Brady)
26. Approve First Semester Elementary & High School Claims for Bus Reimbursement – Approved unanimously (Fulbright/Southworth)
27. Approve Trustee Resolution Calling for both an Elementary District and High School District Election – Approved unanimously (Fulbright/Southworth)
28. Approve K-12 Music Curriculum – Approved unanimously (Fulbright/Brady)
29. Approve Additions to the Substitute List for the 2022-2023 School Year – Approved unanimously (Southworth/Fulbright)
30. Approve Personnel Report –Approved unanimously (Fulbright/Brady)

ADJOURNMENT

The meeting was adjourned at 8:46 p.m (Heintz). The next regular meeting will be held at 6:00 p.m. on Monday, March 13, 2023, at the Lincoln Board Room.

DOREEN HEINTZ
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

15

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees Prepared By: Chris Gobble

SUMMARY:

0Approve claims paid through March 10, 2023, as approved by the Finance Committee.

Members of the Finance Committee for January-March 2023 include: Board Chair Doreen Heintz, Whitney Brady, Kris Birdwell and CJ Bailey.

*****Need to select new Finance Committee members for April - June 2022*****

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached

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

03/13/2023

Agenda Item No.

16

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

ITEM TITLE: PARENT APPEAL- FOR STUDENT TO PARTICIPATE AT GRADUATION CEREMONY AT FERGUS HIGH SCHOOL2023

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

SUMMARY:

The Board of Trustees will be presented with an appeal from Kaycee Workman asking for Board approval for her son Joe Workman, to be allowed to participate in the Fergus High School graduation ceremony on May 28, 2023.

SUGGESTED ACTION:

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

MARCH 3, 2023

Mr. Thom Peck, Superintendent

Lewistown Public Schools

I would like to request to be included on the March 13 School District Board meeting agenda. I am requesting the Board's approval for my son, Joe Workman, to be allowed to participate in the graduation ceremonies in 2023.

Thank you for the opportunity to address the Board.

Kayce Workman

CC: Doreen Heinz

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

17

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

ITEM TITLE: APPROVE OUT OF DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN AND OUT OF LEWISTOWN PUBLIC SCHOOL.

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

SUMMARY:

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

Student	Grade	District of Residence	District of Choice
BG	8	King Colony	Lewistown

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

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

18

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

ITEM TITLE: APPROVE SECOND READING OF POLICY 2510 – SCHOOL WELLNESS

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve to approve the second reading of Policy 2510 – School Wellness. Information in Policy 2510 will replace information in BOTH policies 2510 and 2510P. Both the current Policy 2510 and the revised Policy 2510 are attached in order to review changes made. School Food Director, Amie Friesen will be at the meeting to provide additional information to the Board.

SUGGESTED ACTION: Approve second reading of policy 3510.

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

Lewistown School District

INSTRUCTION

2510
Page 1 of 2

School Wellness

The School District is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the School District that:

The development of the school wellness policy, at a minimum, will include:

1. *Community involvement*, including input from teachers of physical education and school health professionals, parents, students, school food service, the school Board, school administrators, educators, and the public. Training of this team of people on the components of a healthy school nutrition environment is recommended.
2. *Goals for nutrition education, nutrition promotion, physical activity, and other school based activities* that are designed to promote student wellness in a manner that the local education agency determines appropriate.
3. *Implementation, Periodic Assessment, and Public Updates*, including expanding the purpose of the team of collaborators beyond the development of a local wellness policy to also include the implementation of the local wellness policy with periodic review and updates, inform and update the public every three years, at a minimum, (including parents, students, and others in the community) about the content and implementation of the local wellness policies, and to measure periodically and make available to the public an assessment of the local wellness policy, including:
 - The extent to which schools are in compliance with the local wellness policy;
 - The extent to which the LEA's local wellness policy compares to model local school wellness policies; and
 - The progress made in attaining the goals of the local wellness policy.
4. *Nutrition guidelines* for all foods available on each school campus under the local education agency during the school day, with the objectives of promoting student health and nutrient-rich meals and snacks. This includes food and beverages sold in a la carte sales, vending machines, and student stores; and food and beverages used for classroom rewards and fundraising efforts.
5. *Guidelines for reimbursable school meals* to ensure that the District offers school meal programs with menus meeting the meal patterns and nutrition standards established by the U.S. Department of Agriculture.
6. *A plan for measuring implementation* of the local wellness policy, including designation of one or more persons within the local education agency or at each school, as appropriate, charged with operational responsibility for ensuring that each school fulfills the District's local wellness policy.

The suggested guidelines for developing the wellness policy include:

Nutrition Education and Nutrition Promotion

All students K-12 shall receive nutrition education that teaches the knowledge and skills needed to adopt healthy eating behaviors and is aligned with the Montana Health Enhancement Standards. Nutrition education shall be integrated into the curriculum. Nutrition information and education shall be offered and promoted throughout the school campus and based on the U.S.

Dietary Guidelines for Americans. Staff who provide nutrition education shall have the appropriate training, such as in health enhancement or family and consumer sciences

Health Enhancement and Physical Activity Opportunities

The District shall offer health enhancement opportunities that include the components of a quality health enhancement program taught by a K-12 certified health enhancement specialist, if permitted by staffing levels. Health enhancement shall equip students with the knowledge, skills, and values necessary for lifelong physical activity. Health enhancement instruction shall be aligned with the Montana Health 9 Enhancement Standards.

All K-12 students of the District shall have the opportunity to participate regularly in supervised, organized or unstructured, physical activities, to maintain physical fitness, and to understand the short13 and long-term benefits of a physically active and healthy lifestyle.

Nutrition Standards

The District shall ensure that reimbursable school meals and snacks meet the program requirements and nutrition standards found in federal regulations including but not limited to Smart Snacks in School Nutrition Standards. The District shall encourage students to make nutritious food choices through accessibility, advertising and marketing efforts of healthful foods.

The District shall monitor all food and beverages sold or served to students during the normal school day, including those available outside the federally regulated child nutrition programs (i.e., a la carte, vending, student stores, classroom rewards, fundraising efforts). The District shall consider nutrient density and portion size before permitting food and beverages to be sold or served to students. The Superintendent shall continually evaluate vending policies and contracts. Vending contracts that do not meet the intent and purpose of this policy shall be modified accordingly or not renewed.

Other School-Based Activities Designed to Promote Student Wellness

The District may implement other appropriate programs that help create a school environment that conveys consistent wellness messages and is conducive to healthy eating and physical activity, such as staff wellness programs, non-food reward system and fundraising efforts.

Maintaining Student Wellness

The Superintendent shall develop and implement administrative rules consistent with this policy. Input from teachers, parents/guardians, students, school food service program, the school Board, school administrators, and the public shall be considered before implementing such rules. A sustained effort is necessary to implement and enforce this policy. The Superintendent shall measure how well this policy is being implemented, managed, and enforced. The Superintendent shall report to the Board, as requested, on the District's programs and efforts to meet the purpose and intent of this policy.

Legal Reference: PL 108-265 The Child Nutrition and WIC Reauthorization Act of 2004
 PL 111-296 The Healthy, Hunger-Free Kids Act of 2010

Policy History:

Adopted on: July 24, 2006

Revised on: December 12, 2016

Lewistown School District

INSTRUCTION

2510
Page 1 of 2

School Wellness

The Lewistown School District is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the Lewistown School District that:

- The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies and procedures.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- The School District will inform and update the public every 3 years, at a minimum, (including parents, students, and others in the community) about the content and implementation of the local wellness policies. The District will also measure periodically and make available to the public an assessment of the local wellness policy, including:
 - The extent to which schools are in compliance with the local wellness policy;
 - The extent to which the LEA's local wellness policy compares to model local school wellness policies; and
 - The progress made in attaining the goals of the local wellness policy.
- Foods and beverages sold or served at school will meet the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- To the maximum extent practicable, all schools in our district will participate in available federal school meal programs (including the School Breakfast Program, National School Lunch Program [including after-school snacks]).
- Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.

The Superintendent or his/her designee will develop procedures based on the following five (5) areas of requirement.

- a. Nutrition Education Goals
- b. Physical Activity Goals
- c. Nutrition Standards for all Foods and Beverages
- d. Other School-Based Wellness Activities
- e. Governance and Evaluation

Legal Reference	P.L. 108-265	Child Nutrition and WIC Reauthorization Act of 2004
	P.L. 111-296	The Healthy, Hunger-Free Kids Act of 2010

Policy History:

Adopted on: July 24, 2006

Revised on: December 12, 2016

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

19

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

ITEM TITLE: REMOVE POLICY 2510P SCHOOL WELLNESS

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to remove board Policy 2510P – School Wellness as it is being replaced with language included in Policy 2510.

SUGGESTED ACTION: Approve to delete policy 2510P.

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**DELETE ENTIRE POLICY – BEING REPLACED WITH REVISIONS TO
POLICY 2510**

Lewistown School District

INSTRUCTION

2510P
Page 1 of 6

School Wellness

TO ACHIEVE THESE POLICY GOALS:

I. School Health Council

The school district and/or individual schools within the district will create, strengthen, or work within existing school health councils to develop, implement, monitor, review, and, as necessary, revise school nutrition and physical activity policies. The councils also will serve as resources to school sites for implementing those policies. (A school health council consists of a group of individuals representing the school and community, and should include parents, students, representatives of the school food authority, members of the school board, school administrators, teachers, health professionals, and members of the public.)

II. Nutritional Quality of Foods and Beverages Sold and Served on Campus

School Meals

Meals served through the National School Lunch and Breakfast Programs will:

- Be appealing and attractive to children;
- Be served in clean and pleasant settings;
- Meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations;
- Offer a variety of fruits and vegetables;
- Serve only low-fat (1%) and fat-free milk¹ and nutritionally-equivalent non-dairy alternatives (to be defined by USDA); and
- Ensure that whole grains are regularly served.²

Schools should engage students and parents, through taste-tests of new entrees and surveys, in selecting foods sold through the school meal programs in order to identify new, healthful, and appealing food choices. In addition, schools should share information about the nutritional content of meals with parents and students. Such information could

¹ As recommended by the *Dietary Guidelines for Americans 2005*.

² A whole grain is one labeled as a “whole” grain product or with a whole grain listed as the primary grain ingredient in the ingredient statement. Examples include “whole” wheat flour, cracked wheat, brown rice, and oatmeal.

be made available on menus, a website, on cafeteria menu boards, placards, or other point-of-purchase materials.

2510P
Page 2 of 6

Food safety will be a key part of the school foodservice operation.

Breakfast: To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn:

- Schools will, to the extent possible, operate the School Breakfast Program.
- Schools will, to the extent possible, arrange bus schedules and utilize methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, “grab-and-go” breakfast, or breakfast during morning break or recess.
- Schools that serve breakfast to students will notify parents and students of the availability of the School Breakfast Program.
- Schools will encourage parents to provide a healthy breakfast for their children through newsletter articles, take-home materials, or other means.

Free and Reduced-Priced Meals: Schools will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals³.

Meal Times and Scheduling

Schools:

- Will follow USDA guidelines;
- To the extent possible, will schedule lunch periods to follow recess periods (in elementary schools);
- Will provide students access to hand washing or hand sanitizing especially before they eat meals or snacks; and
- Should take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (*e.g.*, orthodontia or high tooth decay risk).

³ It is against the law to make others in the cafeteria aware of the eligibility status of children for free, reduced-price, or “paid” meals.

Exchange of Foods and Beverages: Schools should discourage students from sharing their foods or beverages with one another, given concerns about allergies and other restrictions on some children's diets.

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Page 3 of 6

Foods and Beverages Offered to Students at School
Foods of Minimal Nutritional Value

Foods and Beverages Offered At School

These foods/beverages as defined by the USDA are as follows:

Foods/beverages in the below categories should not be available to students:

- **Soda Water**—any carbonated beverage (even water). No product shall be excluded from this definition because it contains discrete nutrients added to the food such as vitamins, minerals and protein.
- **Water Ices**—any frozen, sweetened water such as "...sicles" and flavored ice with the exception of products that contain fruit or fruit juice.
- **All Candies**—any processed foods made predominantly from sweeteners or artificial sweeteners with a variety of other ingredients, including powdered drink mix (i.e. Kool-Aid).

A list of suggested foods/beverages will be provided to all staff and parents.

Snacks: Snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. The district will disseminate a list of healthful snack items to teachers, after-school program personnel, and parents.

Rewards: To the extent possible, schools will use School Foods to provide food type rewards. Schools will not provide foods or beverages, especially those of minimal nutritional value (as designated above), as rewards for academic performance or good behavior⁴ during the school day.

Celebrations: The district will disseminate a list of healthy party ideas to parents and teachers.

⁴ Unless this practice is allowed by a student's individual education plan (IEP).

Student Entrepreneurial Projects: To the extent possible, schools will guide students with sound nutritional suggestion.

2510P
Page 4 of 6

Grade Level Applications

Elementary Schools: Food in elementary schools will be sold only as balanced meals through the school meal program.

Middle/Junior High: All foods and beverages made available outside the school meal program (including those sold through vending machines, student stores, or fundraising activities) can be available to students after the lunch is served and at end of the regular school day.

High Schools: All foods and beverages made available outside the school meal program (including those sold through vending machines, student stores, or fundraising activities) can be available to students at the beginning of the first lunch period.

III. Nutrition and Physical Activity Promotion and Food Marketing

Nutrition Education and Promotion: Lewistown School District #1 aims to teach, encourage, and support healthy eating by students. Schools should provide nutrition education and engage in nutrition promotion, which exists within district curriculum.

Integrating Physical Activity into the Classroom Setting: For students to receive the nationally recommended amount of daily physical activity and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- Classroom health education will complement physical education.
- Opportunities for physical activity will be incorporated into other subject lessons; and
- Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

Communications with Parents: The district/school will support parents' efforts to provide a healthy diet and daily physical activity for their children through education.

Food Marketing in Schools: School-based marketing will be consistent with nutrition education and health promotion.

Staff Wellness: Lewistown School District #1 highly values the health and well-being of every staff member and will plan and implement activities and policies that support

personal efforts by staff to maintain a healthy lifestyle. The District will establish and maintain a staff/student wellness committee.

2510P
Page 5 of 6

IV. Physical Activity Opportunities and Physical Education

Daily Physical Education (P.E.) K-12: Federal recommendation that all students in grades K-12 will receive daily physical education (or its equivalent of 150 minutes/week for elementary school students and 225 minutes/week for middle and high school students) for the entire school year. The School District #1 will strive to achieve this recommendation. Student involvement in other activities (*e.g.* interscholastic or intramural sports) will not be substituted for meeting the physical education requirement. Students will spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity.

Daily Recess: All elementary school students will have at least 20 minutes a day of supervised recess.

Physical Activity Opportunities Before and After School: All schools will offer extracurricular physical activity programs. Schools will offer a range of activities that meet the needs, interests, and abilities of all students.

Physical Activity and Punishment: Teachers and other school and community personnel will not withhold opportunities for physical activity (*e.g.*, recess, physical education) as punishment.

Safe Routes to School: The school district will assess and, if necessary and to the extent possible, make needed improvements to make it safer and easier for students to walk and bike to school.

V. Monitoring and Policy Review

Monitoring: The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies. In each school, the principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the school district superintendent or designee.

School food service staff, at the school or district level, will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent (or if done at the school level, to the school principal). In addition, the school district will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes. If the district has not received a SMI review from the

state agency within the past five years, the district will request from the state agency that a SMI review be scheduled as soon as possible.

2510P
Page 6 of 6

The superintendent or designee will develop a summary report every three years on district-wide compliance with the district's established nutrition and physical activity wellness policies, based on input from schools within the district. That report will be provided to the school board and also distributed to all school health councils, parent/teacher organizations, school principals, and school health services personnel in the district.

Policy Review: To help with the initial development of the district's wellness policies, each school in the district will conduct a baseline assessment of the school's existing nutrition and physical activity environments and policies.⁵ The results of those school-by-school assessments will be compiled at the district level to identify and prioritize needs.

Assessments will be repeated every three years to help review policy compliance, assess progress, and determine areas in need of improvement. As part of that review, the school district will review our nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements. The district, and individual schools within the district, will, as necessary, revise the wellness policies and develop work plans to facilitate their implementation.

⁵ Useful self-assessment and planning tools include the *School Health Index* from the Centers for Disease Control and Prevention (CDC), *Changing the Scene* from the Team Nutrition Program of the U.S. Department of Agriculture (USDA), and *Opportunity to Learn Standards for Elementary, Middle, and High School Physical Education* from the National Association for Sport and Physical Education.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

20

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

ITEM TITLE: APPROVE FIRST READING OF REVISED POLICY 5251 – RESIGNATIONS

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

SUMMARY:

The Board of Trustees needs to approve the first reading of board Policy 5251 – Resignations. Information added to the policy is highlighted and information being removed has ~~strike through~~. This information is being edited based on MTSBA's model policy.

SUGGESTED ACTION: Approve first reading of revised Policy 5251 - Resignations.

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

Lewistown School District

PERSONNEL

5251

Resignations

~~Certified and classified personnel will generally be expected to fulfill the terms of their contract unless (1) there are clearly compelling, mitigating circumstances which prevent the certified or exempt individual from doing so; and (2) until such time as the Board releases the certified individual from the terms of the contract upon the recommendation of the Superintendent.~~

~~All resignations should be in writing. Requests for resignation shall be transmitted to the Board as part of the regular personnel report.~~

The Board authorizes the Superintendent to accept on its behalf resignations from any District employee. The Superintendent shall provide written acceptance of the resignation, including the date of acceptance, to the employee, setting forth the effective date of the resignation.

Once the Superintendent has accepted the resignation, it may not be withdrawn by the employee. The resignation and its acceptance should be reported as information to the Board at the next regular or special meeting.

Legal Reference: *Booth v. Argenbright*, 225 Mont. 272, 731 P.2d 1318 (1987)

Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

21

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

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR THE CERTIFIED AND CLASSIFIED ADMINISTRATORS FOR THE 2023-2024 SCHOOL YEAR

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

SUMMARY:

The Board of Trustees needs to approve issuing contracts for Certified and Classified Administrators for the 2023-2024 school year.

SUGGESTED ACTION: Approve issuing contracts for Certified and Classified Administrators for the 2023-2024 school year.

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

NOTES:

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

RECOMMENDED 2023-2024 SALARIES

CERTIFIED ADMINISTRATORS				
Name	Position	FTE	Days	Salary
BARTOS, PAUL	PRINCIPAL	1.00	212	FHS Asst Principal/AD Matrix, MA Step 4
GUGLIELMO, CHRISTOPHER	PRINCIPAL	1.00	222	FHS Principal Matrix, MA Step 2
FRIESEN, JEFFREY	JHS PRINCIPAL	1.00	217	LJHS Principal Salary Matrix, MA Step 8
LEWIS, MATTHEW	PRINCIPAL	1.00	212	Elementary/Asst Principal Salary Matrix, MA Step 15
VENTRESCA, MATTHEW	PRINCIPAL	1.00	212	Elementary/Asst Principal Salary Matrix, MA Step 10
WIRTZBERGER, DANIEL	PRINCIPAL	1.00	212	Elementary/Asst Principal Salary Matrix, MA Step 8

CLASSIFIED ADMINISTRATORS				
BALDWIN, WILLIAM SCOTT	TECHNOLOGY DIRECTOR	1.00	260	2022-2023 Level + Percentage Increase (4%)
FRIESEN, AMIE	SCHOOL FOOD DIRECTOR	1.00	220	2022-2023 Level + Percentage Increase (4%)
FRY, JASON	MAINTENANCE DIRECTOR	1.00	260	2022-2023 Level + Percentage Increase (4%)
ODERMANN, ROBERT	TRANSPORTATION DIRECTOR	1.00	260	2022-2023 Level + Percentage Increase (4%)
RHOADES, REBEKAH	BUSINESS MGR/CLERK	1.00	260	2022-2023 Level + Percentage Increase (4%)

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

22

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

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR THE CERTIFIED STAFF FOR THE 2023-2024 SCHOOL YEAR

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

SUMMARY:

The Board of Trustees needs to approve issuing contracts for Certified Staff for the 2023-2024 school year.

SUGGESTED ACTION: Approve issuing contracts for Certified Staff for the 2023-2024 school year.

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

NOTES:

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

2023-2024 CERTIFIED STAFF CONTRACTS

LAST NAME	FIRST NAME	LOCATION	STEP	LANE	FTE	CONTRACTED DAYS	TENURE
AAMOLD	DANIELLE	20 GARFIELD SCHOOL	YEAR 2	BA	1.0000	187	N
AKREMI	KELLI	30 HIGHLAND PARK SCHOOL	YEAR 6	BA+30	1.0000	187	N
AUGER	CHASE	60 FERGUS HIGH SCHOOL	YEAR 2	BA	1.0000	187	Y - Offering 4th Contract
BARTOS	CARRIE	40 LEWIS & CLARK SCHOOL	YEAR 9	BA+20	1.0000	187 + up to 5 (Summer SPED Days)	Y - Offering 4th Contract
BATEMAN	AMANDA	20 GARFIELD SCHOOL	YEAR 13	MA	1.0000	187	Y
BAWDEN	CASSIDY	30 HIGHLAND PARK SCHOOL	YEAR 2	BA	1.0000	187	N
BLAZICEVICH	JENIFER	50 JUNIOR HIGH SCHOOL	YEAR 1	BA	1.0000	187 + up to 5 (Summer SPED Days)	Y
BOLING	AUDREY	20 GARFIELD SCHOOL	YEAR 13	BA+10	1.0000	187	Y
BRANDON	LUKE	60 FERGUS HIGH SCHOOL	YEAR 13	BA+30	1.0000	187	Y
BRAULICK	DOUGLAS	60 FERGUS HIGH SCHOOL	YEAR 13	BA+30	1.0000	187	Y
BREIDENBACH	BRADLEY	40 LEWIS & CLARK SCHOOL	YEAR 13	BA+30	1.0000	187 + up to 5 (Summer SPED Days)	Y
BREIDENBACH	SHERRY	60 FERGUS HIGH SCHOOL	YEAR 13	BA+30	1.0000	187	Y
BUEHLER	DYLAN	50 JUNIOR HIGH SCHOOL	YEAR 5	MA+20	1.0000	187	Y
CIRRINCIONE	MEGGAN	60 FERGUS HIGH SCHOOL	YEAR 8	MA+30	1.0000	187	Y
CLOUD	CHARLES	40 LEWIS & CLARK SCHOOL	YEAR 9	MA	1.0000	187	Y - Offering 4th Contract
CLOUD	SARAH	30 HIGHLAND PARK SCHOOL	YEAR 13	MA+30	1.0000	187	Y
COMER	KELLY	20 GARFIELD SCHOOL	YEAR 2	BA+30	1.0000	187	N
COMES	JULIE	30 HIGHLAND PARK SCHOOL	YEAR 13	MA+30	1.0000	187	Y
CRAWFORD	GINA	30 HIGHLAND PARK SCHOOL	YEAR 13	BA+30	1.0000	187	Y
CROUSE	LEE	60 FERGUS HIGH SCHOOL	YEAR 8	BA	1.0000	187 + up to 10 (Summer Counselor Days)	N
DECOCK	ADRIENNA	60 FERGUS HIGH SCHOOL	YEAR 6	MA+30	1.0000	187	Y
DECOCK	BRENDON	60 FERGUS HIGH SCHOOL	YEAR 10	MA+30	1.0000	187	Y
DOHRMANN	MARNE	20 GARFIELD SCHOOL	YEAR 8	MA	1.0000	187	N
DONALDSON	MATTHEW	50 JUNIOR HIGH SCHOOL	YEAR 8	MA+30	1.0000	187	Y
FELLER	VICTOR	60 FERGUS HIGH SCHOOL	YEAR 13	MA+30	1.0000	187	Y
FISK	SHANNON	60 FERGUS HIGH SCHOOL	YEAR 9	MA+30	1.0000	187 + up to 5 (Summer SPED Days)	Y - Offering 4th Contract
GILSKEY	LAURA	30 HIGHLAND PARK SCHOOL	YEAR 13	BA+30	1.0000	187	Y
GOBBLE	CASSI	60 FERGUS HIGH SCHOOL	YEAR 2	BA	0.6000	187 + up to 5 (Summer SPED Days)	Y
GREMAUX	ALISON	40 LEWIS & CLARK SCHOOL	YEAR 4	BA	1.0000	187	N
GREMAUX	CINDY	40 LEWIS & CLARK SCHOOL	YEAR 13	BA+30	1.0000	187	Y
GRENSTEN	RACHAEL	30 HIGHLAND PARK SCHOOL	YEAR 7	MA+30	1.0000	187	Y
GRUBB	JULIA	60 FERGUS HIGH SCHOOL	YEAR 1	BA	1.0000	187	N
GRUENER	BRENDA	30 HIGHLAND PARK SCHOOL	YEAR 13	MA	1.0000	187	Y
GRUENER	MATTHEW	40 LEWIS & CLARK SCHOOL	YEAR 4	BA+30	1.0000	187	Y
HANKINS	ASHLEY	30 HIGHLAND PARK SCHOOL	YEAR 6	BA	1.0000	187	Y - Offering 4th Contract
HENDERSON	JODI	30 HIGHLAND PARK SCHOOL	YEAR 4	BA+20	1.0000	187 + up to 5 (Summer SPED Days)	Y
HENDERSON	MARIA	20 GARFIELD SCHOOL	YEAR 2	BA	1.0000	187	Y - Offering 4th Contract
HENDERSON	TROY	60 FERGUS HIGH SCHOOL	YEAR 13	MA+30	1.0000	187	Y
HICKS	MEGAN	20 GARFIELD SCHOOL	YEAR 3	MA	1.0000	187	Y
HUDSON	TROY	60 FERGUS HIGH SCHOOL	YEAR 13	BA+30	1.0000	187	Y
IRISH	JEAN	20 GARFIELD SCHOOL	YEAR 9	BA+10	1.0000	187	Y
IRWIN	KATHLEEN	30 HIGHLAND PARK SCHOOL	YEAR 13	BA+30	1.0000	187	Y
JENNESS	ASHLEY	30 HIGHLAND PARK SCHOOL	YEAR 11	MA+30	1.0000	187	Y
JENNI	AMANDA	40 LEWIS & CLARK SCHOOL	YEAR 10	BA	1.0000	187	Y
JENSEN	JENNIFER	30 HIGHLAND PARK SCHOOL	YEAR 13	BA+20	1.0000	187	Y
JOHNSON	ORIN	50 JUNIOR HIGH SCHOOL	YEAR 6	BA+30	1.0000	187	Y
KIRSCH	ELIZABETH	30 HIGHLAND PARK SCHOOL	YEAR 13	MA+20	1.0000	187	Y
KROGSTAD	JOCELYN	50 JUNIOR HIGH SCHOOL	YEAR 10	BA	1.0000	187	Y
LANE	EMILY	30 HIGHLAND PARK SCHOOL	YEAR 6	MA	1.0000	187	N
LEAR	DEREK	40 LEWIS & CLARK SCHOOL	YEAR 6	MA	1.0000	187	Y
LEWIS	DIANE	60 FERGUS HIGH SCHOOL	YEAR 13	BA+20	1.0000	187	Y
LONG	JARED	60 FERGUS HIGH SCHOOL	YEAR 12	MA+30	1.0000	187 + up to 40 (Summer FFA Days)	Y
LONG	LESLIE	60 FERGUS HIGH SCHOOL	YEAR 13	MA	1.0000	187 + up to 5 (Summer SPED Days)	Y
LOUIS	EMILY	20 GARFIELD SCHOOL	YEAR 2	BA	1.0000	187	Y
MANGOLD	MIKE	60 FERGUS HIGH SCHOOL	YEAR 13	MA+30	1.0000	187	Y
MARKS	AMBER	20 GARFIELD SCHOOL	YEAR 2	MA+30	1.0000	187 + up to 5 (Summer SPED Days)	Y
MCKINNEY	SARA	30 HIGHLAND PARK SCHOOL	YEAR 11	BA+20	1.0000	187	Y
METCALFE	BRIDGET	30 HIGHLAND PARK SCHOOL	YEAR 6	BA	1.0000	187	Y
MILLER	BEVERLY KIM	60 FERGUS HIGH SCHOOL	YEAR 13	MA+30	0.5000	as per TRS will allow	N
MILLER	JESSICA	60 FERGUS HIGH SCHOOL	YEAR 7	MA+30	1.0000	187	Y
NEFZGER	TIMOTHY	60 FERGUS HIGH SCHOOL	YEAR 13	MA+30	1.0000	187	Y
NELSON	SHERI	20 GARFIELD SCHOOL	YEAR 8	BA+10	1.0000	187	N
OLSON	STEVE	60 FERGUS HIGH SCHOOL	YEAR 13	MA+10	1.0000	187	Y
PATTEN	TACE	20 GARFIELD SCHOOL	YEAR 4	BA	1.0000	187	Y
POSER-BROWN	LORA	40 LEWIS & CLARK SCHOOL	YEAR 5	MA	1.0000	187	Y
REESOR	JULIE	40 LEWIS & CLARK SCHOOL	YEAR 5	BA+10	1.0000	187	Y - Offering 4th Contract
RHOADES	JACOB	50 JUNIOR HIGH SCHOOL	YEAR 8	BA+30	1.0000	187	N
RIANDA	JONDIE	60 FERGUS HIGH SCHOOL	YEAR 2	MA	1.0000	187	Y
ROBERTS	PAMELA	20 GARFIELD SCHOOL	YEAR 8	BA	1.0000	187 + up to 5 (Summer SPED Days)	Y

LAST NAME	FIRST NAME	LOCATION	STEP	LANE	FTE	CONTRACTED DAYS	TENURE
RUSSELL	JEFFREY	40 LEWIS & CLARK SCHOOL	YEAR 13	BA	1.0000	187	Y
SAUNDERS	BENJAMIN	30 HIGHLAND PARK SCHOOL	YEAR 1	BA	1.0000	187	N
SCHWEDE	JILL	50 JUNIOR HIGH SCHOOL	YEAR 8	MA	1.0000	187 + up to 5 (Summer SPED Days)	Y
SHELAGOWSKI	BRETT	50 JUNIOR HIGH SCHOOL	YEAR 13	BA+30	1.0000	187	Y
SHELAGOWSKI	LISA	30 HIGHLAND PARK SCHOOL	YEAR 13	MA	1.0000	187 + up to 5 (Summer SPED Days)	Y
SMITH	MELANIE	60 FERGUS HIGH SCHOOL	YEAR 13	MA+30	1.0000	187	Y
SPARKS	BRIDGET	20 GARFIELD SCHOOL	YEAR 13	MA	1.0000	187	Y
SPRAGGINS	KATHERINE	50 JUNIOR HIGH SCHOOL	YEAR 13	MA	1.0000	187	Y
STANDLEY	EMILY	50 JUNIOR HIGH SCHOOL	YEAR 1	MA	1.0000	187	N
STEVENSON	MARA	40 LEWIS & CLARK SCHOOL	YEAR 8	BA+30	1.0000	187	N
STROUF	LEAH	20 GARFIELD SCHOOL	YEAR 5	BA+30	1.0000	187 + up to 5 (Summer SPED Days)	Y
SWIMLEY	RACHAEL	20 GARFIELD SCHOOL	YEAR 2	BA	1.0000	187	Y - Offering 4th Contract
TRAFTON	MICHELLE	60 FERGUS HIGH SCHOOL	YEAR 13	MA+30	1.0000	187	Y
VAUGHN	KERRY	30 HIGHLAND PARK SCHOOL	YEAR 9	MA+30	1.0000	187	Y
VAUGHN	TERESA	60 FERGUS HIGH SCHOOL	YEAR 10	MA	1.0000	187 + up to 10 (Summer SPED Days)	Y
VINCENT	MEGAN	60 FERGUS HIGH SCHOOL	YEAR 8	BA	1.0000	187	N
WAGNER	SYDNEY	60 FERGUS HIGH SCHOOL	YEAR 3	MA+30	1.0000	187	Y
WEBB	KARIN	50 JUNIOR HIGH SCHOOL	YEAR 2	MA+10	1.0000	187 + up to 5 (Summer SPED Days)	N
WEBB	THOMAS	60 FERGUS HIGH SCHOOL	YEAR 2	BA	1.0000	187	N
WEICHEL	POLLY	30 HIGHLAND PARK SCHOOL	YEAR 13	BA+20	1.0000	187	Y
WICHMAN	NICOLE	50 JUNIOR HIGH SCHOOL	YEAR 10	BA+20	1.0000	187	Y
WIRTZBERGER	KATELIN	50 JUNIOR HIGH SCHOOL	YEAR 2	MA	1.0000	187	Y
ZEILER	BROOKE	50 JUNIOR HIGH SCHOOL	YEAR 8	MA	1.0000	187	N
ZIEGLOWSKY	STEVEN	50 JUNIOR HIGH SCHOOL	YEAR 8	MA+10	1.0000	187	N

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

23

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

ITEM TITLE: APPROVE NON- RENEWAL OF CERTIFIED STAFF FOR THE 2023-2024 SCHOOL YEAR WITHOUT CAUSE

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

SUMMARY:

The Board of Trustees needs to approve the non-renewal of Certified Staff for the 2023-2024 school year.
Shalon Wilson – Counselor at Garfield & Highland Park

SUGGESTED ACTION: Approve non-renewal of Certified Staff for the 2023-2024 school year without cause.

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

24

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

ITEM TITLE: APPROVE SLETTEN GMP PHASE II CONSTRUCTION BIDS - LEWIS AND CLARK PHASE II

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

SUMMARY:

The Board of Trustees needs to approve the bids for construction phase II.
Building and Grounds Committee met with Shane 3-7-23

SUGGESTED ACTION: Approve Sletten GMP Phase II Construction Bids - Lewis and Clark Phase II

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

NOTES:

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

Lewistown Public Schools

Sletten Construction Co.

L&C P2 GMP#3

Lewistown, MT

Updated Date 03.06.2023

BUDGET WORK SCOPES

	L&C Gym / Kitchen GMP#3	L&C Gym / Kitchen GMP#3 Total Est.
DIV. 1 - GENERAL REQUIREMENTS	\$201,228	\$201,228
DIV. 2 - DEMO WORK	\$9,799	\$9,799
DIV. 3 - CONCRETE	\$435,500	\$435,500
DIV. 4 - MASONRY	\$30,900	\$30,900
DIV. 5 - METALS	\$620,000	\$620,000
DIV. 6 - CARPENTRY	\$2,016	\$2,016
DIV. 7 - THERMAL & MOISTURE PROTECTION	\$738,149	\$738,149
DIV. 8 - OPENINGS	\$127,061	\$127,061
DIV. 9 - FINISHES	\$662,726	\$1,099,408
DIV. 10 - SPECIALTIES	\$0	\$208,122
DIV. 11 - EQUIPMENT	\$727,512	\$727,512
DIV. 12 - FURNISHINGS	\$0	\$0
DIV. 13 - SPECIAL CONSTRUCTION	\$0	\$0
DIV. 14 - ELEVATOR	\$0	\$0
DIV. 21 - FIRE SUPPRESSION	\$0	\$450,000
DIV. 22 - PLUMBING	\$1,172,841	\$1,172,841
DIV. 23 - HVAC	incl. Plumbing	incl. Plumbing
DIV. 26 - ELECTRICAL	\$222,300	\$222,300
DIV. 27 - COMMUNICATIONS	\$4,000	\$4,000
DIV. 28 - ELECTRONIC SECURITY & SAFETY	\$0	\$0
DIV. 31 - EARTHWORK	\$317,017	\$317,017
DIV. 32 - EXTERIOR IMPROVEMENTS	\$60,000	\$70,220
DIV. 33 - UTILITIES (in earthwork)	incl. Earthwork	incl. Earthwork
COST OF WORK TOTAL	\$5,331,049	\$6,436,073

GMP #1 COW breakdown

GMP #2 COW breakdown

GC's based off Each Phase Construction Duration	10MO	\$499,630	\$499,630
CGL Insurance		\$35,604	\$42,352
Builders Risk Insurance By Owner		\$0	\$0
Performance and Payment Bonds		\$38,176	\$45,412
GENERAL CONDITIONS TOTAL		\$573,411	\$587,394
Escalation	0.0%	\$0	\$0
GC/CM Contingency	7.50%	\$442,835	\$526,760
GC/CM Fee	4.75%	\$301,497	\$358,636
CONSTRUCTION BUDGET TOTAL		\$6,648,791	\$7,908,863

CONSTRUCTION BUDGET TOTAL + 1% GRT	\$6,715,279.16	\$7,987,951.44
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SOFT COSTS

Preconstruction Services	By Separate Contract	\$0	
Design Contingency	By Owner	\$0	
Owner Contingency	By Owner	\$0	
Building Permit	By Owner	\$0	
FF & E	By Owner	\$0	
Special Inspections or Materials Testing	By Owner	\$0	
Hazardous Material Abatement and Air Clearances	By Owner	\$0	
Furnishings and Equipment	By Owner	\$0	
PROJECT TOTAL		\$6,715,279	\$7,987,951
		GMP#3 Total	Total Estimate

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Concrete



Contractor	MER Concrete	Sletten			
All Bid Scope Acknowledgements Initialed (Y/N)	y	y			
Addenda Reviewed (Y/N)	y	y			
All Bid Documents Initialed (Y/N)	y	y			
Supply and Install Building Concrete and Reinforcing Complete	\$411,449.00	\$435,500.00			
Supply and Install Site Civil Concrete Paving/Sidewalks/3EA Exterior Concrete Stairs Complete	\$44,580.00	\$60,000.00			
Supply and Install Curb & Gutter Complete	\$10,220.00				
1% GRT Included (Y/N)	y	y			
2022 MT Prevailing Wage Rates Included (Y/N)	y	y			
P&P Bond Included (Y/N)	y	y			
Total Base Bid	\$466,249.00	\$495,500.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$466,249.00	\$495,500.00	\$0.00	\$0.00	\$0.00

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen
Bid Package: Masonry



Contractor	Benchmark				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Masonry, Brick Veneer, Anchoring, Flashing, Lintels/Embeds Complete	\$30,900.00				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$30,900.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$30,900.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Structural Steel Material Supply



Contractor	WMK	Rios Erectors			
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Structural Steel Supply and Install Complete and Miscellaneous Steel Supply	\$620,000.00	Incomplete - no bid form			
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$620,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$620,000.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Insulation



Contractor	Klinefelters				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Building Insulation Complete	\$42,909.00				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$42,909.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$42,909.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Metal Panels



Contractor	Sletten				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Metal Paneling and Z-Furring/Rigid Insulation Complete	\$305,500.00				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$305,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$305,500.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Roofing



Contractor	Empire	Sprague			
All Bid Scope Acknowledgements Initialed (Y/N)	y	y			
Addenda Reviewed (Y/N)	y	y			
All Bid Documents Initialed (Y/N)	y	y			
Supply & Install Roofing Complete	\$331,437.00	\$370,375.00			
1% GRT Included (Y/N)	y	y			
2022 MT Prevailing Wage Rates Included (Y/N)	y	y			
P&P Bond Included (Y/N)	y	y			
Total Base Bid	\$331,437.00	\$370,375.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$331,437.00	\$370,375.00	\$0.00	\$0.00	\$0.00

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen
Bid Package: Doors & Hardware



Contractor	Sletten				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Doors, Frames, Door Lites, and Hardware Complete	\$94,900.00				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$94,900.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate	\$1,550.00				
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$96,450.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Storefronts & Glazing



Contractor	TC Glass				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Storefront, Curtain Wall, Windows, and Glazing Complete	\$27,784.00				
Supply Door Lites	\$4,365.00				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$32,149.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate	(\$1,538.00)				
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$30,611.00	\$0.00	\$0.00	\$0.00	\$0.00

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen
Bid Package: Framing and Sheathing



Contractor	Sletten				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Metal Stud Framing, Sheathing, Blocking, Gyp Hang Complete	\$535,750.00				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$535,750.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate	\$12,000.00				
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$547,750.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Ceramic Tile



Contractor	Benchmark	Carpet 1			
All Bid Scope Acknowledgements Initialed (Y/N)	y	y			
Addenda Reviewed (Y/N)	y	y			
All Bid Documents Initialed (Y/N)	y	y			
Supply and Install Wall/Floor Tile and Trim Complete	\$55,400.00	\$50,213.00			
Packaged discount deduct if is also awarded per 09A Flooring Bid					
1% GRT Included (Y/N)	y	y			
2022 MT Prevailing Wage Rates Included (Y/N)	y	y			
P&P Bond Included (Y/N)	y	y			
Total Base Bid	\$55,400.00	\$50,213.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$55,400.00	\$50,213.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Flooring



Contractor	Carpet 1				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install All Flooring Complete (packaged discount)					
Supply and Install Gym Wood Flooring AND Striping "WD1"					
Supply and Install Luxury Vinyl "LVT-1"	\$11,330.00				
Supply and Install Epoxy Flooring "EF-1"					
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$11,330.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate	(\$1,600.00)				
Alternate	\$52,458.00				
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$62,188.00	\$0.00	\$0.00	\$0.00	\$0.00

Bid Package: Kitchen Equipment



Bid Package: Kitchen Equipment					
Contractor	Bargreen				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Food Service Equipment Complete	\$570,884.00				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$570,884.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$570,884.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Equipment and Furnishings



Contractor	Montana School Eq.	Tutt Const.	ADP Lemco		
All Bid Scope Acknowledgements Initialed (Y/N)	y	y	y		
Addenda Reviewed (Y/N)	y	y	y		
All Bid Documents Initialed (Y/N)	y	y	y		
Supply and Install Division 11 Gymnasium Equipment	\$98,117.00	\$126,950.00	\$70,098.00		
Supply and Install Division 11 Gymnasium Dividers	\$14,071.00	\$18,500.00	\$12,600.00		
Supply and Install Division 12 Telescoping Stands	\$53,762.00	\$64,995.00	\$37,960.00		
1% GRT Included (Y/N)	y	y	y		
2022 MT Prevailing Wage Rates Included (Y/N)	y	y	y		
P&P Bond Included (Y/N)	y	y	y		
Total Base Bid	\$165,950.00	\$210,445.00	\$120,658.00	\$0.00	\$0.00
Alternate	(\$2,168.00)		\$35,970.00		
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$163,782.00	\$210,445.00	\$156,628.00	\$0.00	\$0.00

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen
Bid Package: Electrical



Contractor	Central Electric	Peak Electric	Jacobson Electric		
All Bid Scope Acknowledgements Initialed (Y/N)	y	y	y		
Addenda Reviewed (Y/N)	y	y	y		
All Bid Documents Initialed (Y/N)	y	y	y		
Supply, Install, and Demo Electrical Complete	\$333,750.00	\$377,200.00	\$211,375.00		
Supply and Install Fire Alarm and Low Voltage Pathways Complete	\$16,000.00	\$37,500.00	\$10,925.00		
1% GRT Included (Y/N)	y	y	y		
2022 MT Prevailing Wage Rates Included (Y/N)	y	y	y		
P&P Bond Included (Y/N)	y	y	y		
Total Base Bid	\$349,750.00	\$414,700.00	\$222,300.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$349,750.00	\$414,700.00	\$222,300.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Communications



Contractor	Peak Electric				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Supply and Install Communications cabling and devices, excluding Pathways	\$4,000.00				
Packaged Discount Deduct if <u>PEAK</u> is also awarded per 26 Electrical Bid	(\$2,500.00)				
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

Location: LEWISTOWN, MT - L&C Ph.2 Gym and Kitchen

Bid Package: Sitework



Contractor	Griffith				
All Bid Scope Acknowledgements Initialed (Y/N)	y				
Addenda Reviewed (Y/N)	y				
All Bid Documents Initialed (Y/N)	y				
Site Civil Complete, Excluding Site Concrete Paving, Curb, and Gutter	\$299,617.76				
Supply and Install Site Civil Concrete Paving/Sidewalks/3EA Exterior Concrete Stairs Complete					
Supply and Install Site Curb & Gutter Complete					
1% GRT Included (Y/N)	y				
2022 MT Prevailing Wage Rates Included (Y/N)	y				
P&P Bond Included (Y/N)	y				
Total Base Bid	\$299,617.76	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)	\$403,332.80				
Notes					
TOTAL W/ ALTERNATES	\$299,617.76	\$0.00	\$0.00	\$0.00	\$0.00

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

25

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

ITEM TITLE: APPROVE 2023-2024 MULTI- DISTRICT AGREEMENT FOR TECHNOLOGY SERVICES

Requested By: Board of Trustees Prepared By: Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve the multi-district agreement for regional technology services for the 2023-2024 school year.

SUGGESTED ACTION: Approve 2023-2024 Multi-District Technology Services Agreement

☒ Additional Information Attached

NOTES:

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

Regional Technology Multidistrict Agreement

This Multidistrict Agreement (hereinafter “Agreement”) is entered into this 1st day of July, 2023 by and between Lewistown Elementary, Fergus High School, Grass Range Elementary, Grass Range High School, Harlowton K-12 Schools, Ayers Elementary, Roy K-12 Schools, Winifred K-12 Schools, Moore Elementary, Moore High School, Deerfield Elementary, Spring Creek Colony Elementary, King Colony Elementary, Hobson K-12 Schools, Judith Gap Elementary, Judith Gap High School, Stanford K-12 Schools, Geyser K-12 Schools and the Central Montana Learning Resource Center Cooperative (collectively hereinafter “Districts”).

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

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

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

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

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

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

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of providing technology services (Refer to Attachment 'A' for a description of services) for the participating Districts;
2. To create an interlocal cooperative fund for the purpose of transferring funds from the Participating Districts for the purpose(s) stated herein;
3. Fergus High School is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this interlocal cooperative agreement.
4. All other Participating Districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this Agreement to the prime agency by district warrant.
5. Any and all amounts transferred into the interlocal cooperative fund by any Participating District may come from: (a) the respective district's general fund in an amount not to exceed the direct state aid in support of the respective school district's general fund; or (b) any other budgeted fund of a participating district, except that funds cannot be transferred from the retirement fund or the debt service fund; or (c) any nonbudgeted fund of a Participating District, except that funds cannot be transferred from the compensated absence liability fund.
6. Transfers may not be made with funds restricted by federal law unless the transfer is in compliant with any restrictions or conditions imposed by federal law.
7. Any and all amounts transferred into the interlocal cooperative fund by each Participating District must be for the purpose stated herein as mutually agreed upon between the Participating Districts in accordance with the terms of this Agreement.
8. The term of this Agreement shall be from July 1, 2023 to June 30, 2024. This Agreement may be extended by mutual approval of each Participating District. However, the term of the Agreement may not extend beyond 3 years. Any remaining fund balance in the interlocal cooperative fund at year end may be carried over to the subsequent fiscal year.
9. The terms of this Agreement may be changed upon mutual written approval of the Participating Districts.
10. Each Participating District shall agree how the funds shall be disbursed during the current fiscal year by establishing a budget or guidelines. The prime agency shall adhere to this Agreement.
11. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon 180 days written notice to all Participating Districts. In addition, any Participating District may terminate its participation in the multi-district cooperative

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

12. Upon termination of this Agreement by one or all Participating Districts, the funds of the district or districts that no longer desire to participate in this multidistrict cooperative shall be returned to such District(s) on a pro rata share of the current funds held by the prime agency after all outstanding financial obligations have been paid with said funds to revert back to the original fund(s) from which the money was transferred as a result of said District(s) participation in the multidistrict cooperative.
13. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.
14. This Agreement must be approved by the participating schools Board of Trustees by May 1, 2023.

As agreed on this _____ day of _____, 20____

Fergus High School (LE0259)
Prime Agency

Lewistown Elementary (LE0258)
Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

ATTACHMENT 'A'

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

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

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

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

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

Websites: Websites are to be managed by the individual school districts.

In addition to the above listed, Lewistown Public Schools Tech Support will provide technical knowledge to the school for the development of a Technology Plan.

Adverse Weather and Travel

Lewistown Public Schools Tech Support staff may not travel to participating district sites during adverse weather and/or road conditions that cause travel to be unsafe. Determinations for canceling travel shall be made by the Regional Coordinator and/or the Director of Technology. If more than 4 days are missed due to weather and/or road conditions, Lewistown Tech Support will attempt to schedule time for that site to recover those hours, if necessary. The Regional Coordinator and/or Director of Technology shall coordinate with site tech contacts to maintain effective communications in these situations.

Regional Technology Multidistrict Agreement

This Multidistrict Agreement (hereinafter “Agreement”) is entered into this 1st day of July, 2023 by and between Lewistown Elementary, Fergus High School, Grass Range Elementary, Grass Range High School, Harlowton K-12 Schools, Ayers Elementary, Roy K-12 Schools, Winifred K-12 Schools, Moore Elementary, Moore High School, Deerfield Elementary, Spring Creek Colony Elementary, King Colony Elementary, Hobson K-12 Schools, Judith Gap Elementary, Judith Gap High School, Stanford K-12 Schools, Geyser K-12 Schools and the Central Montana Learning Resource Center Cooperative (collectively hereinafter “Districts”).

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

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

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

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

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

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of providing technology services (Refer to Attachment 'A' for a description of services) for the participating Districts;
2. To create an interlocal cooperative fund for the purpose of transferring funds from the Participating Districts for the purpose(s) stated herein;
3. Fergus High School is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this interlocal cooperative agreement.
4. All other Participating Districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this Agreement to the prime agency by district warrant.
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6. Transfers may not be made with funds restricted by federal law unless the transfer is in compliant with any restrictions or conditions imposed by federal law.
7. Any and all amounts transferred into the interlocal cooperative fund by each Participating District must be for the purpose stated herein as mutually agreed upon between the Participating Districts in accordance with the terms of this Agreement.
8. The term of this Agreement shall be from July 1, 2023 to June 30, 2024. This Agreement may be extended by mutual approval of each Participating District. However, the term of the Agreement may not extend beyond 3 years. Any remaining fund balance in the interlocal cooperative fund at year end may be carried over to the subsequent fiscal year.
9. The terms of this Agreement may be changed upon mutual written approval of the Participating Districts.
10. Each Participating District shall agree how the funds shall be disbursed during the current fiscal year by establishing a budget or guidelines. The prime agency shall adhere to this Agreement.
11. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon 180 days written notice to all Participating Districts. In addition, any Participating District may terminate its participation in the multi-district cooperative

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

12. Upon termination of this Agreement by one or all Participating Districts, the funds of the district or districts that no longer desire to participate in this multidistrict cooperative shall be returned to such District(s) on a pro rata share of the current funds held by the prime agency after all outstanding financial obligations have been paid with said funds to revert back to the original fund(s) from which the money was transferred as a result of said District(s) participation in the multidistrict cooperative.
13. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.
14. This Agreement must be approved by the participating schools Board of Trustees by May 1, 2023.

As agreed on this _____ day of _____, 20____

Fergus High School (LE0259)
Prime Agency

Fergus High School (LE0259)
Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

ATTACHMENT 'A'

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

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

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

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

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

Websites: Websites are to be managed by the individual school districts.

In addition to the above listed, Lewistown Public Schools Tech Support will provide technical knowledge to the school for the development of a Technology Plan.

Adverse Weather and Travel

Lewistown Public Schools Tech Support staff may not travel to participating district sites during adverse weather and/or road conditions that cause travel to be unsafe. Determinations for canceling travel shall be made by the Regional Coordinator and/or the Director of Technology. If more than 4 days are missed due to weather and/or road conditions, Lewistown Tech Support will attempt to schedule time for that site to recover those hours, if necessary. The Regional Coordinator and/or Director of Technology shall coordinate with site tech contacts to maintain effective communications in these situations.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

26

ITEM TITLE: SET ELEMENTARY DISTRICT NUMBER ONE LEVY AMOUNT

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

SUMMARY:

SHALL THE DISTRICT BE AUTHORIZED TO IMPOSE AN INCREASE IN LOCAL TAXES TO SUPPORT THE GENERAL FUND IN THE AMOUNT OF \$89,710.14* WHICH IS APPROXIMATELY 6.20* MILLS FOR THE PURPOSE OF MAINTAINING AND OPERATING THE SCHOOL DISTRICT. PASSAGE OF THIS PROPOSAL WILL INCREASE THE TAXES ON A HOME WITH A MARKET VALUE OF \$100,000 BY APPROXIMATELY \$8.37* AND ON A HOME WITH A MARKET VALUE OF \$200,000 BY APPROXIMATELY \$16.74*. THE DURATIONAL LIMIT OF THE LEVY IS PERMANENT ONCE APPROVED BY THE VOTERS, ASSUMING THE DISTRICT LEVIES THAT AMOUNT AT LEAST ONCE IN THE NEXT FIVE YEARS.

☐ FOR the additional levy.

☐ AGAINST the additional levy.

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

SUGGESTED ACTION: Set Elementary District Number One Levy Election

☐ **Additional Information Attached**

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

27

ITEM TITLE: SET FERGUS HIGH SCHOOL DISTRICT NUMBER ONE LEVY AMOUNT

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

SUMMARY:

After receiving the Preliminary Data Sheets from OPI, the High School District is not able to increase its levy this year. It is the recommendation to the Board that the levy amounts be set to zero and an election NOT be run in May 2023 for the High School General Fund.

SUGGESTED ACTION: Set Fergus High School District Number One Levy Election

☐ **Additional Information Attached**

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

03/13/2023

Agenda Item No.

28

ITEM TITLE: APPROVE ADOPTION OF RESOLUTION ESTIMATING CHANGES IN REVENUES/MILLS FROM TUITION, ADULT EDUCATION, BUILDING RESERVE, TRANSPORTATION AND BUS DEPRECIATION LEVIES FOR SCHOOL FISCAL YEAR 2024

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

SUMMARY:

The Board of Trustees needs to approve the attached resolution, per the requirements of Senate Bill 307 (SB307) implemented by law in the 2017 Legislative Session.

Many factors contribute to calculating the following year's budget and cannot be accurately predicted at this time. This Resolution is an **estimate** of increases in levies and will likely not be the amounts levied at the Budget Meeting held in August.

HB159, approved during the 2019 Legislature, appropriated the Natural Resources K-12 facilities payment to support school major maintenance aid in the Building Reserve Fund permissive levy. In addition, SB92 expanded permissible expenditures of state school major maintenance aid and major maintenance permissive levies to include school and student safety and security, including expenses related to school resource officers and counselors. We began taking advantage of the authority and funding in these bills in FY20 and recommend that we continue to do so as long as the State Match is offered.

SUGGESTED ACTION: Approve Adoption of Resolution Estimating Changes in Revenues/Mills from Tuition, Adult Education, Building Reserve, Transportation and Bus Depreciation Levies for School Fiscal Year 2024

☒ **Additional Information Attached**

NOTES:

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

Resolution of Intent to Impose an Increase in Fund Levies

The Lewistown Public School District is committed to financial transparency. Nonvoted levies are an essential part of the budgeting process and this authority has been in place for many years. State law requires the District to provide notice of its intent to increase nonvoted levies in the ensuing fiscal year. Lewistown Public Schools Board of Trustees has chosen to publish the *estimated* increase/decrease for ALL funds, both voted and nonvoted.

The Lewistown Public Schools Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2023:

TOTAL - ALL FUNDS USING PRIOR YEAR TAXABLE VALUE:

Fund	LEWISTOWN ELEMENTARY SCHOOL DISTRICT							
	2022-23 Actual Levies		2023-24 Projections					
	\$	Mills	\$	Mills	Change \$	Change Mills	Est. Annual Tax Impact \$100K home	Est. Annual Tax Impact \$200K home
General - BASE	\$ 452,679	31.33	\$ 451,129	31.21	\$ (1,550)	(0.12)	\$ (0.16)	\$ (0.32)
General - OverBASE	\$ 1,395,336	96.52	\$ 1,485,046	102.72	\$ 89,710	6.20	\$ 8.37	\$ 16.74
Transportation	\$ 425,296	29.42	\$ 432,942	29.95	\$ 7,646	0.53	\$ 0.72	\$ 1.44
Bus Depreciation	\$ 196,959	13.62	\$ 145,000	10.03	\$ (51,959)	(3.59)	\$ (4.85)	\$ (9.70)
Tuition	\$ 183,212	12.67	\$ 240,000	16.60	\$ 56,788	3.93	\$ 5.31	\$ 10.62
Adult Ed	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Technology	\$ 61,498	4.25	\$ 61,498	4.25	\$ -	-	\$ -	\$ -
Flexibility	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Debt Service	\$ 1,465,930	101.40	\$ 1,528,550	105.73	\$ 62,620	4.33	\$ 5.85	\$ 11.70
Building Reserve Permissive	\$ 36,452	2.52	\$ 35,822	2.48	\$ (630)	(0.04)	\$ (0.05)	\$ (0.10)
Building Reserve Voted	\$ 98,000	6.78	\$ 98,000	6.78	\$ -	-	\$ -	\$ -
Grand Total	\$ 4,315,362	298.51	\$ 4,477,988	309.75	\$ 162,626	11.24	\$ 15.19	\$ 30.38

*NOTE: The above Elementary estimate includes the \$23.8 million bond approved by voters in November 2021 - See Debt Service

TOTAL - ALL FUNDS USING PRIOR YEAR TAXABLE VALUE:

Fund	FERGUS HIGH SCHOOL DISTRICT							
	2022-23 Actual Levies		2023-24 Projections					
	\$	Mills	\$	Mills	Change \$	Change Mills	Est. Annual Tax Impact \$100K home	Tax Impact \$200K home
General - BASE	\$ 259,779	16.52	\$ 278,820	17.71	\$ 19,042	1.19	\$ 1.61	\$ 3.22
General - OverBASE	\$ 775,711	49.28	\$ 684,817	43.50	\$ (90,894)	(5.78)	\$ (7.80)	\$ (15.60)
Transportation	\$ 216,974	13.78	\$ 223,112	14.17	\$ 6,138	0.39	\$ 0.53	\$ 1.06
Bus Depreciation	\$ 200,099	12.71	\$ 115,000	7.31	\$ (85,099)	(5.40)	\$ (7.29)	\$ (14.58)
Tuition	\$ 126,063	8.01	\$ 135,000	8.58	\$ 8,937	0.57	\$ 0.77	\$ 1.54
Adult Ed	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Technology	\$ 54,165	3.44	\$ 54,165	3.44	\$ -	-	\$ -	\$ -
Flexibility	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Debt Service	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Building Reserve Permissive	\$ 17,940	1.14	\$ 17,836	1.13	\$ (104)	(0.01)	\$ (0.01)	\$ (0.02)
Building Reserve Voted	\$ 98,000	6.23	\$ 98,000	6.23	\$ -	-	\$ -	\$ -
Grand Total	\$ 1,748,730	111.11	\$ 1,606,751	102.07	\$ (141,979)	(9.04)	\$ (12.19)	\$ (24.38)

Impacts above are based on current certified taxable valuations from the current school fiscal year. If the District's taxable value increases as expected, the mill and taxpayer cost increases will be less than presented here. These estimates are preliminary and changes are expected before the final budgets are set in August.

This notice must also document the District's expected use of its Building Reserve State Major Maintenance levies and associated funding (see Building Reserve Permissive above). This funding will be used to finance capital improvement projects identified in the District's Facility Assessment and for operational costs related to student safety. By levying in this fund, the District will receive additional revenue from the State of approximately \$113,000.

DATED this 13th day of March, 2023.

Doreen Heintz, Board Chair

Rebekah Rhoades, Business Manager/Clerk

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

29

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

ITEM TITLE: APPROVE 2023-2024 SCHOOL CALENDAR

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

SUMMARY:

The Board of Trustees will approve the 2023–2024 School Calendar.

SUGGESTED ACTION: Approve 2023-2024 School Calendar

☒ **Additional Information Attached**

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS

2023-2024 SCHOOL CALENDAR

AUGUST 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		

SEPTEMBER 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

OCTOBER 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				

NOVEMBER 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		

DECEMBER 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						

JANUARY 2024						
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 2024						
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		

MARCH 2024						
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 2024						
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				

MAY 2024						
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 2024						
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 2024						
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 14	New Staff Orientation
August 21-22	All Staff Orientation/PIR
October 19-20	Staff Development Days Teachers Convention (Billings)
Oct 30-Nov 10	Parent-Teacher Conferences Schedules vary by school PIR November 2nd No school November 2nd-3rd
March 25-27	Parent-Teacher Conferences Schedules vary by school Full school days for students
May 13	PIR Day

HOLIDAYS & VACATIONS

No School for Teachers or Students

September 4	Labor Day
November 3	Vacation Day
November 22-24	Thanksgiving Vacation
Dec 25 - Jan 2	Winter Break
February 22-23	Vacation Days
March 28-April 1	Easter Vacation
April 26	Vacation Day
May 27	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
	PT Conferences
	No School (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 23	to	Aug 25	3		First Week	Jan 16	to	Jan 19	4	
Second Week	Aug 28	to	Sept 1	5		Second Week	Jan 22	to	Jan 26	5	
Third Week	Sept 5	to	Sept 8	4		Third Week	Jan 29	to	Feb 2	5	
Fourth Week	Sept 11	to	Sept 15	5		Fourth Week	Feb 5	to	Feb 9	5	
Fifth Week	Sept 18	to	Sept 22	5		Fifth Week	Feb 12	to	Feb 16	5	
Sixth Week	Sept 25	to	Sept 29	5		Sixth Week	Feb 19	to	Feb 21	3	
Seventh Week	Oct 2	to	Oct 6	5		Seventh Week	Feb 26	to	March 1	5	
Eighth Week	Oct 9	to	Oct 13	5		Eighth Week	March 4	to	March 8	5	
Ninth Week	Oct 16	to	Oct 18	3		Ninth Week	March 11	to	March 15	5	
Tenth Week	Oct 23	to	Oct 27	5		Tenth Week	March 18	to	March 22	5	
					45						47
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct 30	to	Nov 1	3		First Week	March 25	to	March 27	3	
Second Week	Nov 6	to	Nov 10	5		Second Week	April 2	to	April 5	4	
Third Week	Nov 13	to	Nov 17	5		Third Week	April 8	to	April 12	5	
Fourth Week	Nov 20	to	Nov 21	2		Fourth Week	April 15	to	April 19	5	
Fifth Week	Nov 27	to	Dec 1	5		Fifth Week	April 22	to	April 25	4	
Sixth Week	Dec 4	to	Dec 8	5		Sixth Week	April 29	to	May 3	5	
Seventh Week	Dec 11	to	Dec 15	5		Seventh Week	May 6	to	May 10	5	
Eighth Week	Dec 18	to	Dec 22	5		Eighth Week	May 14	to	May 17	4	
Ninth Week	Jan 3	to	Jan 5	3		Ninth Week	May 20	to	May 24	5	
Tenth Week	Jan 8	to	Jan 12	5		Tenth Week	May 28	to	May 31	4	
					43						44
											Total Days 179

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 14	New Staff Orientation	
	August 21-22	All Staff Orientation/PIR	2.0
	October 19-20	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 30-Nov 10	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>PIR November 2nd</i> <i>No school November 2nd & 3rd</i>	1.5
	March 25-27	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>	.5
	May 13	PIR Day	1.0
		Floating PIR Day	1.0
			8.0
HOLIDAYS & VACATIONS <i>Dates Inclusive</i>	September 4	Labor Day	
	November 3	Vacation Day	
	November 22-24	Thanksgiving Vacation	
	Dec 25-Jan 2	Winter Break	
	February 22-23	Vacation Days	
	March 28-April 1	Easter Vacation	
	April 26	Vacation Day	
	May 27	Memorial Day	
	July 4	Vacation Day (12-mo employees)	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

30

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

ITEM TITLE: APPROVE – CERTIFICATION FOR INDIRECT COST RATES FOR FY 2023-2024

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

SUMMARY:

The Board of Trustees needs to approve the certification for indirect cost rates for FY 2023-2024.

SUGGESTED ACTION: Approve the certification for indirect cost rates for FY 2023-2024.

☒ **Additional Information Attached**

NOTES:

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



Office of Public Instruction
Elsie Arntzen, Superintendent
PO Box 202501
Helena, MT 59620-2501

CERTIFICATION FOR INDIRECT COST RATE

For FY 2023-2024

Due April 30, 2023

SS #	School System (SS) Name	County #	County	LE's Included
0420	Lewistown Public Schools	14	Fergus	EL 0258 Lewistown Elem HS 0259 Fergus H S K12

Proposed Restricted Indirect Cost Rate 4.15 % (Round to nearest hundredth (X.XX%) of a percent.)

INSTRUCTIONS: Complete and submit with one copy of each application for Indirect Cost Rate. A single application by School System (SS) should be submitted for the elementary and high school district. A copy of this certification will be returned upon approval of your rate.

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal to establish the final indirect cost rate for the periods indicated above are allowable in accordance with the requirements of the Federal award(s) to which they apply and Uniform Guidance 2 CFR 200, "Cost Principles for State and Local Governments." Unallowable costs have been adjusted in allocating costs as indicated in the attached Predetermined Indirect Cost Allocation - Schedule A.

(2) All costs included in the proposal are properly allocable to Federal awards on the basis of a beneficial or casual relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. In addition, similar types of costs have been accounted for consistently and the Office of Public Instruction will be notified of any accounting changes that would affect the predetermined rate.

(3) Per 2 CFR 200.1 Modified Total Direct Cost (MTDC) means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

(4) This rate is valid from July 1 through June 30 of the applicable fiscal year of approval or the term of the grant award.

I declare that the foregoing is true and correct.

Signature of District Superintendent or Board Chairperson	Street Address or P.O. Box	
	215 7th Avenue South	
Printed Name of Authorized Official	City	Zip Code
Doreen Heintz	Lewistown	59457
Title	Date	
Board Chair	3/10/2023	

Send completed form to: School Accounting and Budgeting
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501

ACCEPTED AND APPROVED FOR THE SUPERINTENDENT OF PUBLIC INSTRUCTION BY:

Approved Rate for FY2024	Date Approved

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/13/2023

Agenda Item No.

31

☐ 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:
Jerlynn Cattaneo

Substitute School Food
Katelynn Young:

Substitute Custodian
Bryan Young

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

03/13/2023

Agenda Item No.

32

☐ 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

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday March 13 2023

<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>
CLARK, Bradley	Custodian	Garfield Elementary School	Accept Letter of Resignation	3/3/2023	Jason Fry	See Attached Letter
DALLAPIAZZA, Suzanne	Teacher	Lewis and Clark Elementary School	Accept Letter of Resignation	6/2/2023	Danny Wirtzberger	See Attached Letter
WEINHEIMER, LeeAnn	Teacher	Lewistown Jr. High School	Accept Letter of Resignation	6/30/2023	Jeff Friesen	See Attached Letter
WEST, Jessica	High Needs Paraprofessional	Highland Park Elementary School	Approve assignment on schedule -HIGH NEEDS PARA Step 0 for up to 7.5 hours per day for up to 54 days.	3/20/2023	Matthew Ventresca	Pending a successful background check Replacing Katherine Noel
WRIGHT, Lauren	Teacher	Fergus High School	Accept Letter of Resignation	6/30/2023	Chris Guglielmo	See Attached Letter

2-20-23

Jason Fry,

This is my letter of resignation and two week notice. My last day will be the 3rd of March 2023. While I have enjoyed the past few years working at the schools and for you, I have accepted another job. I appreciate everything you have done for me. This was a very hard decision, but in the end it is what's best for my family and I.

Thanks

Bradley Clark



Thom Peck <thom.peck@lewistown.k12.mt.us>

Resignation

1 message

Suzanne Dallapiazza <suzanne.dallapiazza@lewistown.k12.mt.us>

Tue, Feb 28, 2023 at 8:31 AM

To: Danny Wirtzberger <danny.wirtzberger@lewistown.k12.mt.us>, Thom Peck <thom.peck@lewistown.k12.mt.us>

Dear Mr. Wirtzberger and Mr. Peck,

I will be resigning my 5th grade teaching position at Lewis and Clark School at the end of the 2022-2023 school year. Lewis and Clark is a wonderful place to work and I thank you for giving me this opportunity.

Thanks Suzanne Dallapiazza

February 17, 2023

Thom Peck
Superintendent
Lewistown Public Schools
215 7th Ave South
Lewistown, MT 59457

Mr. Peck,

I am writing to inform you that I will be resigning from my position as a music teacher in Lewistown Public Schools at the end of the school year. My last day of teaching will be June 2nd, 2023.

While I have loved the students, colleagues and community in Lewistown, it is time for me to be closer to my family in South Dakota. I am also looking forward to a teaching position where I can most effectively educate students. Thank you for the opportunity to teach in Lewistown over the past nine years.

Sincerely,

Lauren Wright

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
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						

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</i> <i>No school November 3rd & 4th</i>	1.5
	March 27-31	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>	.5
	May 15	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0

HOLIDAYS & VACATIONS	Dates Inclusive	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)

