

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

Lincoln Board Room  
215 Seventh Avenue South  
Lewistown, Montana 59457

**Monday, November 19, 2018**

**SPECIAL BOARD MEETING**

**CALL TO ORDER (5:00 p.m.)**

**BOARD OF TRUSTEES**

1. Roll Call
2. Pledge of Allegiance
3. Recognition of Parents, Patrons, and Others Who Wish to Address the Board
4. Interview—CTA Architect Firm

**ADJOURNMENT**

## **PUBLIC PARTICIPATION**

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

- 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**

11/19/2018

**Agenda Item No.**

3

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

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

**Requested By:** Board of Trustees    **Prepared By:** \_\_\_\_\_

**SUMMARY:**

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

**SUGGESTED ACTION:**

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

**NOTES:**

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

**BOARD AGENDA ITEM**

**Meeting Date**

11/19/2018

**Agenda Item No.**

4

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

**ITEM TITLE:** INTERVIEW—CTA Architect Firm

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

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**SUMMARY:**

The Board of Trustees will conduct an interview with CTA Architects for the purposes of facility planning and a potential bond initiative.

**SUGGESTED ACTION:** Informational

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☒ Additional Information Attached

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**NOTES:**

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# LEWISTOWN PUBLIC SCHOOLS

Request for Qualifications for Educational Facility Planning Services  
& Pre-Bond Information

October 12, 2018



October 12, 2018

Thom J. Peck, Superintendent  
Lewistown Public Schools  
215 7th Avenue South  
Lewistown, MT 59457



Dear Mr. Peck and members of the selection committee:

Lewistown Public Schools strives to provide a safe environment for students and staff, meaningful opportunities and innovative educational programs for all students so that they reach their learning potential. We are inspired by your mission and would be proud to support you in your ongoing efforts to meet the educational space needs of your students while promoting powerful learning and teaching. Founded in 1938, CTA has been dedicated to the real connections between learning and design: spaces that encourage thought and foster collaboration throughout Montana.

Our educational specialists' highest priorities lie in planning, programming and design within the framework of 21st Century Learning – learning that is active, collaborative, and happens everywhere. We will focus on the unique needs of Lewistown Public Schools' students, staff, parents, and residents to provide comprehensive assessments of your facilities, and provide recommendations that will result in a master plan that focused on the future, flexible, budget conscience providing the district with the ability to independently implement the strategies.

**The CTA Team understands the significance of facility assessments and Facility Master Planning.** We will work with you to develop a master plan that perfectly guides your vision for your district's future, contributing our best ideas, honest analyses and recommendations. We will support you at every step in making informed decisions for the benefit of your students, teachers, and community.

**We are educational funding specialists.** CTA is proud to have helped educational entities across the region pass important bonds and seek alternative funding opportunities. We have successfully led dozens of schools districts through successful pre-bond planning over the last decade. Our graphic artists and marketing specialists produce compelling informational pieces, brochures, and presentations in all forms of visual media. We also offer the unique talents of Digital Imagers who create photorealistic renderings, animation, and video. Successful bond campaigns need both strong media and strong field efforts. We will assist you in holding open public meetings, creating a web presence, developing and disseminating materials. The CTA Team will provide personal support and technical assistance to help your bond succeed.

**We are education specialists.** We are proud of the numerous facility assessments and feasibility studies that we have completed in the Rocky Mountain West. Many of which have resulted in successful bond campaigns and ultimately in enhanced and innovative spaces for learning and teaching. We are at the cutting-edge of educational planning philosophy and we would be proud to partner with Lewistown Public Schools. Our team of specialists have the time and ability to meet your schools desired budget and timeline.

**CTA is dedicated to finding the most creative, innovative, and cost-effective solutions for your schools.** We look forward to further discussing how we can help these crucial facility assessments and feasibility studies provide the guidance and insight for a successful Facilities Master Plan - meaning we will develop an implementable plan that both meets the needs of the District and is economically feasible for the community. We will move forward with efficiency as well as a process that inspires innovation, creativity and collaboration.

At CTA, we Pioneer Environments, and we are proud to offer a team of individuals whom bring forth a passion and drive to each and every project. We complement each other's strengths, share a deep passion for creating learning environments that encourage student and community collaboration, communication, and camaraderie, but most importantly, we have fun working together. We are thrilled to continue strengthening our relationship with Lewistown Public Schools and to further our conversation as to how we can best help you meet your goals of empowering and supporting not just your students, but your community as a whole; let's pioneer something great together!

Sincerely,  
CTA ARCHITECTS ENGINEERS

A handwritten signature in blue ink, appearing to read "M. Byrnes".

**Martin Byrnes AIA**  
Principal-in-Charge  
martyb@ctagroup.com  
406.899.9160

A handwritten signature in blue ink, appearing to read "A. Houtz".

**Anthony Houtz AIA, LEED AP**  
Project Manager/ Main Point of Contact  
anthonyh@ctagroup.com  
406.403.1590

## B. SUBMITTING FIRM AND/OR TEAM



### AT CTA, WE PIONEER ENVIRONMENTS

CTA stands apart in educational programming, comprehensive master planning, and innovative, flexible educational design. The CTA Planning Process is inclusive and interactive involving all stakeholder groups. This diversity in ideas, hopes, and goals results in the most effective and exciting learning environments. The trust that develops between students, teachers, administrators, parents, community, and the design team is an essential part of successful educational planning. Together, CTA's education specialists and designers invite these individuals to participate in a collaborative series of workshops throughout the planning process to help derive educational planning and programming that suits both the short and long-term goals of the school as well as the needs and vision of the Lewistown community.

The CTA Team understands the importance of the planning process to attaining the ultimate goal of designing an environment that will support the powerful learning and teaching that takes place within Lewistown Public Schools.

We offer extensive experience in similar facility assessment, program planning, educational design and prebond support throughout the region. CTA's education design philosophy calls upon the uniqueness of every community to shape their facilities, including factors such as culture, regional work force and business, school curriculum, natural resources, environment, grade grouping, and existing structures and infrastructure.

#### Funding your Future

CTA is proud to have helped educational entities across the region pass important bonds and seek alternative funding opportunities. We facilitate dynamic, creative, and engaging discussions to capture the spectrum of hopes, needs, and priorities from each participant.

#### Facilitating your Bond Campaign

Our graphic artists and marketing specialists produce compelling informational pieces, brochures, and presentations in all forms of visual media. Successful bond campaigns need both strong media and strong field efforts. We will hold open public meetings, create a web presence, develop and disseminate materials. The CTA Team will provide personal support and technical assistance to help your bond succeed.

#### Alternative Funding for your Future

We know bonding efforts are not always the answer. In these instances, CTA can also assist and advise in alternative funding options. We have extensive experience in securing important dollars through the following:

- Energy Planning and Project Grants
- Qualified Energy Conservation Bonds (QECCB)
- Qualified School Construction Bonds (QSCB)
- USDA Rural Economic Development Loan and Grant Program (REDLG)
- Public Private Partnerships (P3)
- Capital Campaigns
- Low Interest Loan Funds
- E-Rate

#### On Time and within Budget

CTA emphasizes utilizing detailed estimating and life cycle projection tools that maximize value and maintain reliable budgets. We believe that predicting and controlling costs is a fundamental design skill and one of the primary responsibilities of the design team. Through our custom-developed cost estimating system, early detailed cost analysis, and seeking and maintaining regional knowledge of the construction industry, we have provided reliable budgets to innumerable clients across the country. On average, CTA estimates over \$100,000,000 in projects every year and 95% of the final bids are, on average, within 5% of our estimates.

## C. QUALIFICATIONS



**Martin Byrnes** AIA

### PRINCIPAL-IN-CHARGE

Martin is a principal at CTA, specializing in assisting commercial/government entities plan, promoting and constructing quality facilities. He has a strong emphasis on client communication and services, manpower coordination, and alternative project delivery approaches. Special attention to quality workmanship and cost-effective approaches to design has been the cornerstone to Martin's long-term client relationships. Martin maintains a high quality requirement for proper installation by all trades involved on the project through site inspections and documentation.

#### RELEVANT EXPERIENCE:

- Cut Bank Public Schools Masterplan; Cut Bank, MT
- Shelby Public Schools; Shelby, MT
- Charles M. Russel High School and Pride Field; Great Falls, MT
- Architect on Various Projects for the Great Falls Public Schools; Great Falls, MT
- Belt Public Schools, Gymnasium and Classroom Addition; Belt, MT
- Centerville Schools HS and Elementary Additions; Sand Coulee, MT
- Sanostee Day School K-3; Sanostee, NM



**Anthony Houtz** AIA, LEED AP

### PROJECT MANAGER / MAIN POINT OF CONTACT

In Anthony's 15 years of project management experience, the common denominator among successful projects is an organized, transparent plan, precisely crafted to meet the specific needs of the project and the ownership team. When reinforced with an experienced and collaboratively diverse team of professionals and augmented by streams of relevant analytic data, a well-defined plan can yield meaningful results.

#### RELEVANT EXPERIENCE:

- Lewis and Clark Elementary School; Missoula, MT
- Belt Public Schools, Elementary Wing renovation and expansion; Belt, MT
- Charles M. Russel High School and Pride Field; Great Falls, MT
- Bryant Elementary School; Helena, MT
- Willard Alternative High School; Missoula, MT
- Seeley-Swan High School Additions & Renovations; Seeley Lake, MT
- University of Montana, Washington Grizzly Champions Center; Missoula, MT
- Fairfield School District; Fairfield, MT
- Hawthorne Elementary School; Helena, MT



**Corey Johnson** AIA, LEED AP

### EDUCATIONAL PLANNER

Corey is valued by all at CTA as one of our most respected senior architects and the director of our Education Design Studio. With over 20-years of experience, Corey's talents and skills have been honed and focused around leadership, strategic planning, sustainable practices, and educational programming, planning and design. He is passionate about creating effective, innovative and collaboratively charged education environments.

#### RELEVANT EXPERIENCE:

- Bigfork School District; Bigfork, MT
- Willard High School; Missoula, MT
- West Valley Middle School; Kalispell, MT
- St. Ignatius Elementary School; Meridian, ID
- Forrest M Bird Charter School; Sandpoint, ID
- Kimberly Schools; Kimberly, ID
- Kalispell Public Schools; Kalispell, MT
- New Bozeman High School; Bozeman, MT
- Belgrade Schools; Belgrade, MT



## Alan Anseth

### ELECTRICAL ENGINEER DESIGNER

Alan has successfully managed and estimated projects for 24 years, including projects in the government, healthcare and education sectors. Alan's past experience in owning and managing an electrical company provides practical experience to the engineering side of the business.

#### RELEVANT EXPERIENCE:

- Project Manager and General Contractor for 12 Montana Quality School Grant projects in 6 School Districts.
- Electrical Superintendent; Billings Clinic / Billings, MT
- Owners Representative for new Cut Bank, MT gym.
- Project Manager at Billings Clinic main entrance section.
- Project Manager for OR remodel of 14 operation rooms, and support areas.
- Project Manager for Billings Clinic Ortho Sports Medicine building.
- Project Manager for mechanical upgrade projects, temperature control projects for Johnson Controls and Alerton Controls.



## Rick DeMarnis PE

### MECHANICAL ENGINEER

Rick is the Senior Mechanical Engineer for this project. His responsibilities include design of mechanical systems, project task coordination, technical quality, and customer satisfaction. His 34 years of engineering experience includes mechanical systems design and for medical, institutional, commercial, and industrial facilities as well as HVAC system commissioning, diagnostics, energy study projects, and fire protection. Rick is Certified as Commissioning Process Management Professional (ASHRAE), and an Associate Commissioning Provider (Building Commissioning Association, or BCA).

#### RELEVANT EXPERIENCE:

- Montana State University Leon Johnson Hall District Heat Pump Plant; Bozeman, MT
- Montana State University Wilson Hall Connection to the Leon Johnson Chilled Water Plant; Bozeman, MT
- Bozeman Deaconess Hospital Central Plant Design; Bozeman, MT
- Montana State Capitol HVAC Systems Energy Study and Upgrade (chilled beam; DOAS w/heat recovery); Helena, MT
- University of Montana Student Recreation Center Commissioning; Missoula, MT
- State Capitol Chiller Plant Upgrade; Helena, MT



## Stephanie Ray AICP

### PLANNER / COMMUNITY ENGAGEMENT

Stephanie brings 19+ years of municipal project management and oversight to the project team. She is a public engaging expert with a Master's degree in Public Relations. Stephanie will organize and coordinate public involvement and outreach and ensure all stakeholder voices are heard. Stephanie joined CTA as a Planner with over 15 years of experience in local government planning and project coordination. She has a strong collaborative foundation for understanding the inter-workings of municipal government and educational entities and has extensive experience in public outreach and education, grant writing and administration, and comprehensive planning.

#### RELEVANT EXPERIENCE:

- Prickly Pear Land Trust; Helena, MT
- City of Yelm, Program/Project Manager; Yelm, WA
- South Kalispell Urban Renewal Plan; Kalispell, MT
- Ridge Major PUD Amendment; Bozeman, MT
- Kalispell North Town Center; Kalispell, MT
- Blackfeet Industrial Park; Browning, MT
- Lamping Field, Montana Environmental Trust Group; Helena, MT

## D. PROJECT APPROACH

The complexity of circumstances facing school districts today demands the highest level of attention be given to planning for current and future needs. Not only must fluctuating enrollments be accommodated, but changes in funding (generally decreases) must also be considered. Planning must be done thoroughly and accurately to ensure that projects can be completed as needed to meet requirements and needs. The following three steps of Assess, Explore, and Apply will outline a method of identifying needs and planning to meet those needs within the parameters of what the community will support.

### ASSESS

Together we will examine existing conditions, demographics, current educational practices, and desired future practices in order to deeply understand and articulate a common educational assessment of your facilities both as separate learning environments and how they operate together as the larger whole to support the overall campus system. The trust that develops between the school parents, community and the design team is essential in creating successful educational planning and design. Together all stakeholders will collaborate in a series of listening and visioning sessions.

#### **Task I: Establish a Building Committee**

The development of a Building Committee is a task that should generally be directed by the School Board. Whether volunteers are recruited or individuals are appointed, the group should represent the overall community.

#### **Task II: Develop a General Project Time Line**

After a Building Committee is established, it is important to develop a general idea of the time frame that will be required for planning. This stage does not concentrate on a specific schedule for construction but rather focuses on becoming aware of important dates to consider (i.e., bond election dates, beginning and ending dates of a given school year, desired date for start of construction). Although it remains general, the time line should be realistic and allow adequate time for tasks such as public education, planning, and construction to take place.

#### **Task III: Gather Information**

Gathering information may well be one of the most important steps in the planning process. It is necessary to determine what users of the facility and other community members desire so any solutions will provide the most pleasing solution for all concerned.

### EXPLORE

In this series of design sessions together we explore multiple range of options each informed by the insights of the listening session and analysis. Several rounds of review, critique and refinement lead to the most effective solutions and strategies for Lewistown Schools.

#### **Task IV: Establish Specific Needs**

The Building Committee provides valuable direction in this stage. The aim of this phase is to decide what the actual needs of the school district are based upon accreditation requirements and the ideas identified in the previous stage. An analysis of existing square footage and comparison with curriculum requirements becomes useful to detect any deficiencies.

#### **Task V: Develop Priorities**

Assuming all the needs of a school district cannot be provided for immediately and simultaneously, it becomes important to develop some order of how issues will be addressed. Again, information gained from facility users, community members, and especially the Building Committee is of utmost importance. At the end of this step, a list of priorities should be completed.

### **Task VI: Identify Available Options**

Based upon the direction of the Building Committee and the information gained in the preceding stages, the architect will work during this phase to identify the options that are available. Such options can include new construction, remodeling, and additions. Those needs given top priority will be treated with great importance; however, it is necessary that future needs and plans be given weight in this process as well.

### **Task VII: Analyze Options and Associated Costs**

Each option will inherently have merits and drawbacks that need to be weighed. These merits and drawbacks can relate to everything from quality of the space provided to scheduling issues and the level of support a given option might have. This stage boils down to careful study by the Building Committee and the Architect.

### **APPLY**

Once a unified preferred concept and solution has emerged, the design, scope, cost, and schedule is developed in detail to give the community an effective understanding of the need and solution. This information is used in the bond campaign approach and media.

### **Task VIII: Develop a Plan of Action**

Once the most desirable option has been identified, a plan of action should be constructed. The action plan needs to be specific and thorough. It should include a list of activities to be completed, the parties involved, and the time frame for accomplishing them. Such items as public information meetings, targeted media coverage, and bond election strategies will be included in the plan of action.

### **Task IX: Organize Bond Campaign**

Before the field effort gets underway, a campaign organization must be set up to unify civic, business, and community leaders in the district. A Campaign Chairperson should be named. The campaign chairperson should be familiar with campaign techniques and aware of various community pressures and problems.

### **Task X: Bond Campaign**

The first step in media development is to decide the basic campaign theme and campaign design to be used in all literature and media. A short, one line theme with children and their needs as prominent elements may work. All the media for the campaign should be consistent and coordinated, stressing one central theme and a coordinated campaign design. Graphics for the campaign can be prepared by CTA and will be electronic ready art or electronic files.

**New Bozeman High School**

**Big Fork Public Schools**

**West Valley Public School**

**Billings Public Schools**

**Carroll College**

**Billings Central Catholic  
Schools**

**St. Ignatius Catholic School**

**Flathead Valley Community  
College**

**Frenchtown Public Schools**

**Rocky Mountain College**

**Plains Public Schools**

**Dillon Public Schools**

**Libby Public Schools**

**Sidney Public Schools**

**Livingston Public Schools**

**College of Southern Idaho**

**Kimberly Public Schools**

**Kalispell Public Schools**

**Missoula County Public  
Schools**

**Shelby Public Schools**

**Cut Bank Public Schools**

**Central Wyoming College**

**Montana State University**

**Sheridan College**

**Big Horn School District  
No. 3**

**Washakie County School  
District**

**Hamilton Public Schools**

**Whitehall Public Schools**

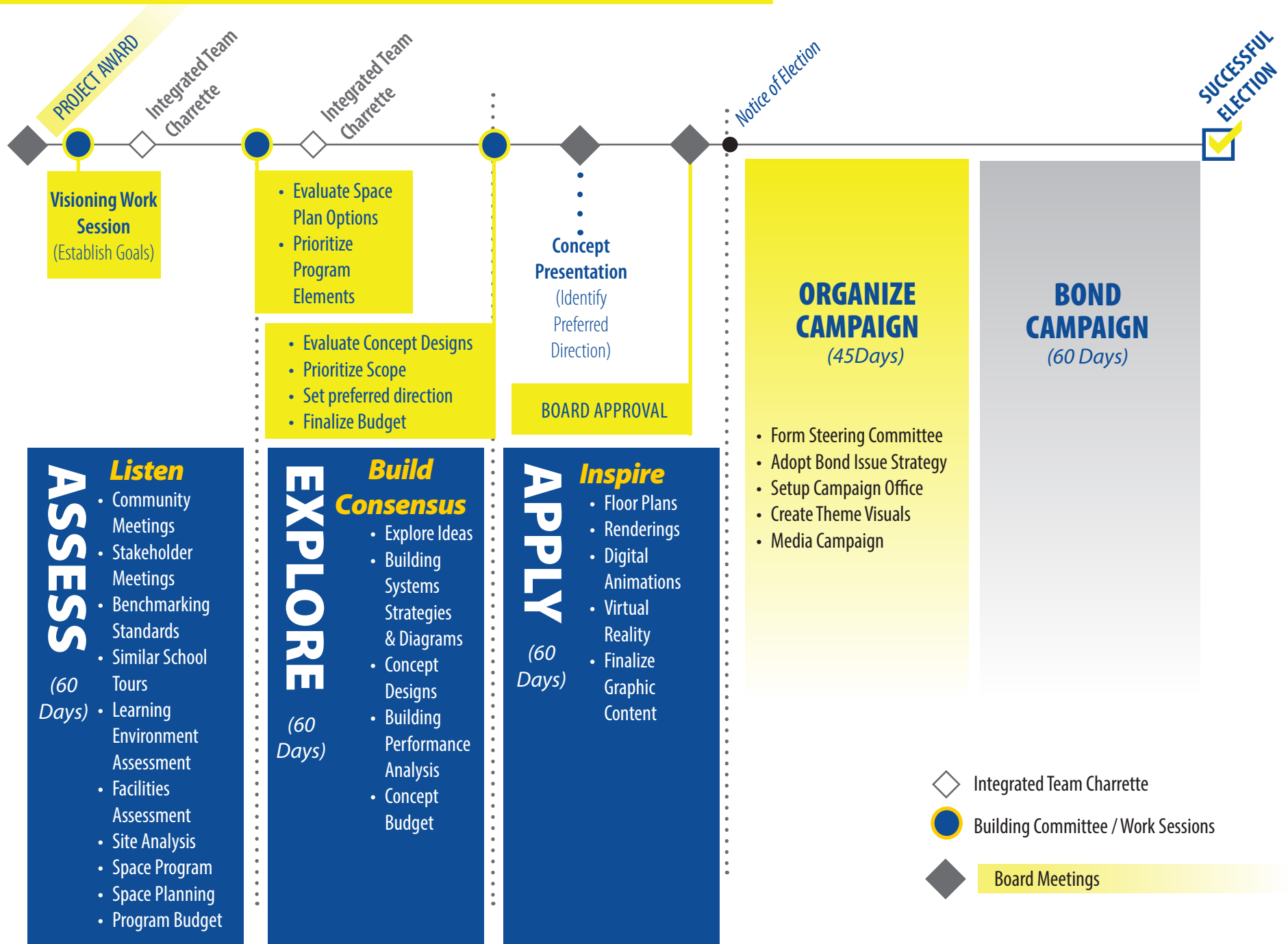
**Corvallis Public Schools**

**St. Regis School District**

**Alberton School District**

**Belgrade Public Schools**

# PROJECT APPROACH TIMELINE



## E. EXPERIENCE



### Bigfork High School

Bigfork, MT

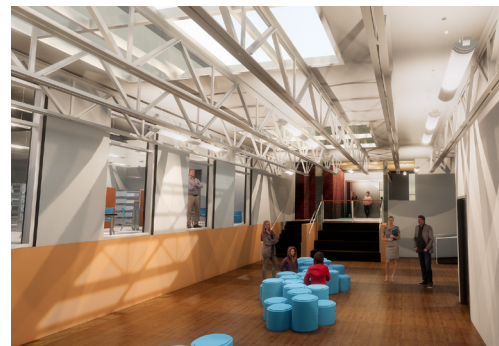
The CTA team partnered closely with Bigfork School District and community members through successful pre-bond planning and bond promotion, design, and construction administration. The building itself was both durable and resilient with structural components and masonry that had stood for 50 years and deserved to live at least that much longer again. Of the existing 48,500 sq. ft. high school, 7,000 sq. ft. was selectively demolished. The remaining 41,500 sq. ft. was abated, remodeled, and expanded by another 36,000 sq. ft.. For the first time in over 60 years of remodels and additions, every door hardware set, wall and floor finish, glazing system, and roof is of the same type, vintage, and style.

The commons creates a place to gather after events and to eat lunch, while also organizing the new library, choir and band complex, expanded gymnasium and weight training facility, and the classroom core. New programming also positioned around the commons includes the community room, student store, an a la carte area that is convertible into concessions, a new warming kitchen and serving area, and a guidance counselor suite.

Exemplifying the balance of form and function, the Bigfork High School remodel and expansion was driven by the opportunities and unique characteristics of the existing site, building, and systems. Proper planning, coordination between design and construction, scheduling, budgeting, and choreography of the trades allowed for the school to remain operational with minimal disruption to teaching and learning.

**Key Relevance:** Master Planning | Pre-Bond Assistance | 21st Century Learning Student-Centered | Safety and Security | Ahead of Schedule and Under Budget

**Client Contact:** Matthew Jensen, Superintendent - 406.837.7420



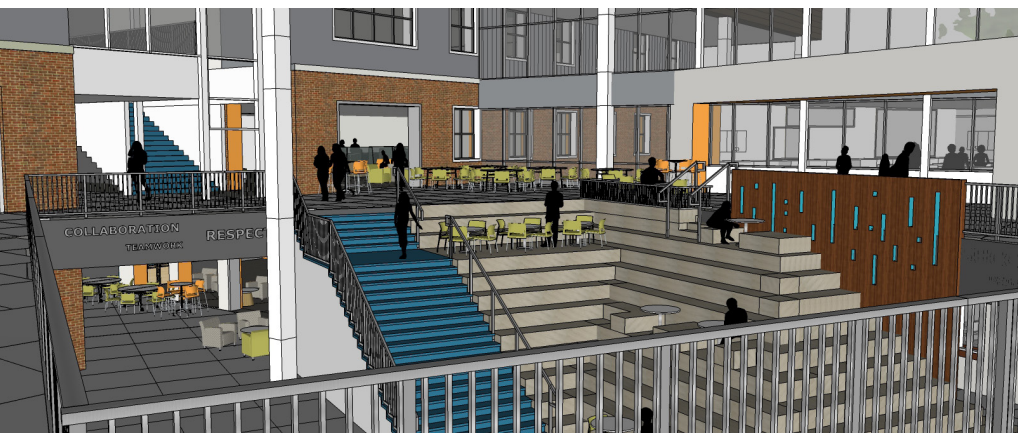
### Missoula County Public Schools

Missoula, MT

We are proud to have a long history partnering with Missoula County Public Schools. For more than a decade we have worked closely with the community and within the walls of each of the district's facilities (without exception) – our efforts have ranged from facility assessments, engineering systems replacements and upgrades, roofing and building envelope assessment, design, and replacements, to master planning and pre-bond campaign facilitation – all the way to comprehensive renovations and the planning and design of new schools.

**Key Relevance:** Master Planning | Pre-Bond Assistance | Community Outreach | Facility Assessment | K-12 | 21st Century Learning | Student Centered | Budget Focus - On Time and On Budget

**Client Contact:** Burley McWilliams, Director of Operations - 406.728.2400 ext 3032



## New Bozeman High School

Bozeman, MT

CTA planning and support was instrumental in developing a strategic solution and community outreach program that resulted in a passed bond for Bozeman School District (BSD). As a close partner of BSD, and through constant and effective engagement with the community, our team has provided programming, educational specifications, and a design for a new 300,000 sf high school facility and campus – that all of Bozeman is excited about. CTA is leading the effort in guiding the school district and community in the successful transformation of a one-high school town, into two. Parity and equity, communication, collaboration, and public input and feedback has been a key part of this transparent process. We are currently preparing to present the Schematic Design phase of the new high school to the Board and are proud to offer this experience, and also the confidence of the capability of our team.

**Key Relevance:** Master Planning | Pre-Bond Assistance | Community Outreach  
Future-Flexible | 21st Century Learning | Student Centered | Safety & Security  
Budget Focus - On Time and On Budget

**Client Contact:** Robert Watson, Ed.D., Superintendent- 406.522.6001



## West Valley School

Kalispell, MT

CTA led the West Valley School community through a comprehensive educational planning effort. With a rising student population, aging facilities, and a desire to provide 21st century-engaged learning spaces, West Valley used the master planning effort to share its vision and needs with the voters. With CTA's support and guidance, a \$7 million bond was approved, and in summer 2015, West Valley moved into a new 28,000 sq. ft. middle school wing with auxiliary gym, media center, open group collaboration spaces, kitchen, teacher planning areas, acoustically-controlled music room, technology-enriched environment, and a comfortable, safe learning atmosphere. Budget adherence and revision dominated team meetings, leading to meticulous understanding of every dollar's allocation; yet high performing, inspired design was never sacrificed. The designers brought fun but affordable and implementable ideas to the table, aiding the team in reaching quick, decisive conclusions. One insightful alternative to imported fill was stepping the floor structure and architecture to fit the existing site — a clever tactic that alone saved over \$500,000.

**Key Relevance:** Local | Master Planning | Pre-Bond Assistance | 21st Century Learning  
Student-Centered | Safety and Security | Budget Focus - On time and Under Budget

**Client Contact:** Cal Ketchum, Superintendent - 406.755.7239

## WHY CTA?

We've got tremendous motivation and expertise to help you discover your vision. We understand that every client is unique and every project is different. At CTA, we Pioneer Environments. We uncover unique and creative solutions at all levels of design.

### **Expertise The CTA Team understands the significance of facility assessments and Facility Master Planning.**

We will work with you to develop a feasibility study and master plan that perfectly guides your vision for your district's future, contributing our best ideas, honest analyses and recommendations. We will support you at every step in making informed decisions for the benefit of your students, teachers, and community.

### **We are educational funding specialists.**

CTA is proud to have helped educational entities across the region pass important bonds and seek alternative funding opportunities. We have successfully led dozens of schools districts through successful pre-bond planning over the last decade.

### **CTA is dedicated to finding the most creative, innovative, and cost-effective solutions for your schools.**

CTA's integrated design team of architects, engineers and specialists is unique to northwestern Montana. We offer the resources, expertise, capacity, and track-record to pass your bond and develop an implementable, future-focused plan for Lewistown.

*"For the magnitude of this project, it was critically important that we had open and honest communication with our planning team. The personnel from CTA went above and beyond to maintain effective communication with our leadership team and our community."*

- Robert Watson, Ed.D., Superintendent  
Bozeman Public Schools

*"CTA was involved from the beginning of all of our projects and ensured our satisfaction through every step of the project. "*

- Wade Johnson, Superintendent  
Cut Bank Public Schools

*"CTA advised the district through each step of the project, guided us through critical decisions while respecting our perspective, and worked with us to create a vibrant educational experience for our students."*

- Kathleen Prody, Superintendent  
Belt Public Schools



Thank you for the opportunity!



**CTA ARCHITECTS ENGINEERS**  
219 2nd Avenue South  
Great Falls, MT 59405  
406.452.3321  
[www.ctagroup.com](http://www.ctagroup.com)

## **School District #1 Mission Statement:**

***Excellence Today, Success Tomorrow***

## **Core Values of the Lewistown Public Schools:**

1. **High Standards:** Lewistown Public Schools upholds high standards and expectations for the Board, staff and students of the district. We strive to provide challenging curriculum taught by innovative leaders in the field of education, utilizing research-based curriculum and implementing best practices.
2. **Student-Centered:** The motivation for everything we do is based upon what is right and best for the children of our community. We ensure the development, well-being and education of students through a variety of academic and extracurricular activities. We assist students in overcoming challenges and help them celebrate their successes, all as part of a plan to maximize the potential of each student.
3. **Effective and Efficient Practices:** Lewistown Public Schools is committed to effective and efficient stewardship of our resources.
4. **Accountability:** Lewistown Public Schools is accountable for all that we do from fiscal management to the performance of students, staff, administration and the Board.
5. **Community Support:** Lewistown Public Schools understands that community support is vital, earned and continually renewed through consistent dedication to quality service. We believe the key to success is found through mutual engagement of the community and the schools, effective interaction between parents, students, staff, administrators, trustees and all elements of the Lewistown Community. We value the trust the community has invested in our public schools and we strive to earn and maintain that trust.
6. **Communication:** Lewistown Public Schools values effective and open communication with parents, students, staff, trustees and the community.

# LEWISTOWN PUBLIC SCHOOLS

## 2018-2019 SCHOOL CALENDAR

### A. Pupil Instruction

First Semester						90 Days	Second Semester						89 Days
FIRST QUARTER						DAYS	THIRD QUARTER						DAYS
First Week	Aug	23	--	Aug	24	2	First Week	Jan	21	--	Jan	25	5
Second Week	Aug	27	--	Aug	31	5	Second Week	Jan	28	--	Feb	1	5
Third Week	Sept	4	--	Sept	7	4	Third Week	Feb	4	--	Feb	8	5
Fourth Week	Sept	10	--	Sept	14	5	Fourth Week	Feb	11	--	Feb	15	5
Fifth Week	Sept	17	--	Sept	21	5	Fifth Week	Feb	18	--	Feb	21	4
Sixth Week	Sept	24	--	Sept	28	5	Sixth Week	Feb	25	--	Mar	1	5
Seventh Week	Oct	1	--	Oct	5	5	Seventh Week	Mar	4	--	Mar	8	5
Eighth Week	Oct	8	--	Oct	12	5	Eighth Week	Mar	11	--	Mar	15	5
Ninth Week	Oct	15	--	Oct	17	3	Ninth Week	Mar	18	--	Mar	22	5
Tenth Week	Oct	22	--	Oct	26	5							<b>44</b>
						<b>44</b>							
SECOND QUARTER						DAYS	FOURTH QUARTER						DAYS
First Week	Oct	29	--	Nov	2	5	First Week	Mar	25	--	Mar	28	4
Second Week	Nov	5	--	Nov	7	3	Second Week	Apr	1	--	Apr	5	5
Third Week	Nov	12	--	Nov	16	5	Third Week	Apr	8	--	Apr	12	5
Fourth Week	Nov	19	--	Nov	20	2	Fourth Week	Apr	15	--	Apr	17	3
Fifth Week	Nov	26	--	Nov	30	5	Fifth Week	Apr	23	--	Apr	26	4
Sixth Week	Dec	3	--	Dec	7	5	Sixth Week	Apr	29	--	May	3	5
Seventh Week	Dec	10	--	Dec	14	5	Seventh Week	May	6	--	May	10	5
Eighth Week	Dec	17	--	Dec	21	5	Eighth Week	May	13	--	May	17	5
Ninth Week	Jan	3	--	Jan	4	2	Ninth Week	May	20	--	May	24	5
Tenth Week	Jan	7	--	Jan	11	5	Tenth Week	May	28	--	May	31	4
Eleventh Week	Jan	15	--	Jan	18	4							<b>45</b>
						<b>46</b>							
													<b>Totals</b>
													179

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

August 21-22	PIR	2.00
October 18-19	Staff Development Days - Teachers Convention	2.00
November 7-8	Parent Teacher Conferences	1.50
<i>(Evening on Nov. 7 from 4:00-7:00 pm; All Day Nov. 8)</i>		
January 14	PIR	1.00
March 26	Parent Teacher Conferences - Evening <u>ONLY</u> (Regular Day for Students)	0.50
1 Floating PIR		1.00
		<b>8.00</b>

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

September 3	Labor Day
October 18-19	Fall Vacation (Teachers - Convention)
November 9	Vacation Day
November 21-23	Thanksgiving Vacation
December 24 - January 2	Winter Break
January 14	PIR (Vacation day for Students)
February 22	Vacation Day
March 29	Vacation Day
April 18, 19 & 22	Spring Break
May 27	Memorial Day