

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

1001 Casino Creek Road  
Lewistown, Montana 59457

**MONDAY, May 14, 2018**

*Page One of Two*

**OATH OF OFFICE (6:00 P.M.)**

Rhonda Long, Fergus County Superintendent of Schools, will Administer the  
Oath of Office to Monte Weeden and CJ Bailey

**ORGANIZATION MEETING**

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

**ADJOURNMENT**

**REGULAR BOARD MEETING**

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

1. Roll Call
2. Pledge of Allegiance
3. Motion to Set Agenda
4. Report—Student Representative
5. Report—LEA
6. Report—Committees of the Board
7. Calendar Items, Concerns, Correspondence, Etc.
8. Report—Budget Update
9. Report—Investment
10. Report—Superintendent

**PUBLIC PARTICIPATION**

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

**ACTION ITEMS**

**MINUTES**

12. Minutes of the April 9, 2018, Regular Board Meeting  
Minutes of the April 30, 2018, Special Board Meeting

**APPROVAL OF CLAIMS**

13. Claims

**INDIVIDUAL ITEMS**

14. Approve Revisions to the Boys Cross Country/Girls Softball Memorandum of  
Understanding
15. Approve Contracting with the Fergus County Clerk and Recorder's Office to Act as  
Election Administrator for School Elections

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

1001 Casino Creek Road  
Lewistown, Montana 59457

**MONDAY, May 14, 2018**

***Page Two of Two***

16. Approve Issuing Contracts for the Classified Staff for the 2018-2019 School Year
17. Approve Issuing Contracts for the Certified and Classified Administrators for the 2018-2019 School Year
18. Approve Fergus County Investment Resolution
19. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property
20. First Reading – Board Policy #3224 – Student Dress
21. Approve Additions to the Substitute List for the 2017-2018 School Year
22. 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**

05/14/2018

**Agenda Item No.**

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

**ITEM TITLE:** OATH OF OFFICE

**Requested By:** Board of Trustees    **Prepared By:** Rhonda Long – County Superintendent

**SUMMARY:**

Rhonda Long, Fergus County Superintendent of Schools, will administer the Oath of Office to Monte Weeden and CJ Bailey who were elected as Trustees of Lewistown School District Number One.

**SUGGESTED ACTION:** Informational

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

**NOTES:**

## CERTIFICATE OF ELECTION OF TRUSTEE BY ACCLAMATION

THIS IS TO CERTIFY that the candidate CJ Bailey was duly elected by acclamation to fill the office of Trustee for the Lewistown School District No. 1 of Fergus County, State of Montana, for a term of three (3) years, beginning on the 14th day of May, 2018 and ending at the trustee organizational meeting in May 2021, or until a successor has been elected or appointed and has been qualified.

ISSUED this 14th day of May, 2018:

Board Chair: Phillip Koterba

Board Chair Signature: \_\_\_\_\_

District Clerk: Rebekah Rhoades

District Clerk Signature: \_\_\_\_\_

School District No. 1, Fergus County, State of Montana

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File the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324](#), MCA. You will hold this position until your successor has been qualified.

### OATH OF OFFICE

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

Signature of Candidate: \_\_\_\_\_

Signed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_  
*Printed Name of Candidate*

\_\_\_\_\_  
Signature of Notary or Public Official

\_\_\_\_\_  
Printed name of Notary or Public Official

Notary Public for the State of Montana (include stamp/seal)

Residing at: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_, 20\_\_\_\_

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. [20-20-416](#), MCA

Received by county superintendent: _____
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## CERTIFICATE OF ELECTION OF TRUSTEE BY ACCLAMATION

THIS IS TO CERTIFY that the candidate Monte Weeden was duly elected by acclamation to fill the office of Trustee for the Lewistown School District No. 1 of Fergus County, State of Montana, for a term of three (3) years, beginning on the 14th day of May, 2018 and ending at the trustee organizational meeting in May 2021, or until a successor has been elected or appointed and has been qualified.

ISSUED this 14th day of May, 2018:

Board Chair: Phillip Koterba

Board Chair Signature: \_\_\_\_\_

District Clerk: Rebekah Rhoades

District Clerk Signature: \_\_\_\_\_

School District No. 1, Fergus County, State of Montana

-----  
File the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324](#), MCA. You will hold this position until your successor has been qualified.

### OATH OF OFFICE

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

Signature of Candidate: \_\_\_\_\_

Signed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_  
*Printed Name of Candidate*

\_\_\_\_\_  
Signature of Notary or Public Official

\_\_\_\_\_  
Printed name of Notary or Public Official

Notary Public for the State of Montana (include stamp/seal)

Residing at: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_, 20\_\_\_\_

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. [20-20-416](#), MCA

Received by county superintendent: _____
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**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

1 - 5

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

**ITEM TITLE:** ORGANIZATION MEETING

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

**SUMMARY:**

The following will take place for the organizational meeting:

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

**SUGGESTED ACTION:** Informational

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

**NOTES:**

**DISTRICT CLERK CERTIFICATE OF APPOINTMENT**

**LEWISTOWN PUBLIC SCHOOLS  
SCHOOL DISTRICT NUMBER ONE  
FERGUS COUNTY, MONTANA**

THIS IS TO CERTIFY THAT, the Trustees of Lewistown Public Schools, School District Number One, have duly appointed \_\_\_\_\_ as Clerk of the District on the 14th day of May 2018 .

School Laws of Montana:

Section 20-3-321

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

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

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

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**BOARD OF TRUSTEES**

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

This is to certify that at the annual organizational meeting of the Board of Trustees held May 14, 2018, a  
Board Chair and Board Vice-Chair were appointed as follows:

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

\_\_\_\_\_  
Board Vice-Chair

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Phone

\_\_\_\_\_  
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\_\_\_\_\_

BOARD  
OF  
TRUSTEES

Dated: May 14, 2018

# **REGULAR BOARD MEETING**

**Lewistown Public Schools**

**Board of Trustees**

**May 14, 2018**

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

4

**ITEM TITLE:** REPORT—STUDENT REPRESENTATIVE

**Requested By:** Board of Trustees **Prepared By:** Tanner Trafton

**SUMMARY:**

No Student Report available at the time of posting for the May Board Agenda.

**SUGGESTED ACTION:** Informational

☐ **Additional Information Attached**

**NOTES:**

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

5

**ITEM TITLE:** REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

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

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**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

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☐ **Additional Information Attached**

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**NOTES:**

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LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/14/2018

Agenda Item No.

6

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees Prepared By: Committee

**SUMMARY:**

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

Attached is the list for Standing Committees of the Board for the **2017-2018** School Year.

**SUGGESTED ACTION:** Informational

☒ Additional Information Attached

NOTES:

**STANDING COMMITTEES OF THE BOARD**  
**2017-2018 School Year**

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

**OTHER COMMITTEES WITH BOARD REPRESENTATION**  
**2017-2018 School Year**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/14/2018

Agenda Item No.

7

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.

**SUGGESTED ACTION:**

\_\_\_\_\_

☐ Additional Information Attached

NOTES:

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

8

**ITEM TITLE:** REPORT—BUDGET UPDATE

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

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**SUMMARY:**

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2018-2019 General Fund Budgets.

**SUGGESTED ACTION:** Informational

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☐ **Additional Information Attached**

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**NOTES:**

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

9

**ITEM TITLE:** REPORT—INVESTMENT

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

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**SUMMARY:**

Below is the interest earned and distributed for April 2018:

Elementary      \$3,174.10

High School    \$2,655.77

Total            \$5,829.87

**SUGGESTED ACTION:** Informational

☐ **Additional Information Attached**

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**NOTES:**

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

10

**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
- ❖ Malmstrom Computer donation
- ❖ Garfield Grant
- ❖ Playhouse and Tiny House
- ❖ Job Coach Funding – Lieutenant Governor and Montana Office of Economic Development
- ❖ FHS Weight Room/Wrestling Room/Training Room Remodel idea
- ❖ Superintendent Evaluation for June Meeting
- ❖ “Coffee with the Superintendent” – May 17 at 8 a.m. (Poor Man’s) & 6 p.m. (Board Room)
- ❖ Blue Gold Awards—Tuesday, May 15, 2018—6:00 p.m.—FCPA
- ❖ FHS Academic Awards Ceremony—Tuesday, May 15, 2018—7:00 p.m.—FCPA
- ❖ Retirement Dinner (5 Staff Members?)
- ❖ Graduation Information—Diplomas
- ❖ Graduation Week Schedule
  - Eagle Walk in the a.m. and Baccalaureate—Wednesday, May 23, 2018—7:00 p.m.—FCPA
  - Graduation Rehearsal—Wednesday, May 23, 2018—10:15 a.m.
  - Graduation—Sunday, May 27, 2018—2:00 p.m.—Fergus Gym (Trustees—1:30 p.m.)
- ❖ Summer Schedule—Lincoln Building hours are 8 a.m. – 5 p.m. closed on Fridays
- ❖ Concerts/Talent Shows:

Highland Park Talent Show	Tuesday	May 22	10:50 a.m.
L & C Talent Show	Friday	May 25	12:45 p.m.
LJHS Talent Show	Thursday	May 31	10:50 a.m.
- ❖ Divisional Tournaments:

Softball	May 19, 2018	Havre
Tennis	May 18-19, 2018	Bozeman
Track	May 18-19, 2018	Glendive
- ❖ State Tournaments:

Softball	May 24-26, 2018	Frenchtown
Tennis	May 24-26, 2018	Polson/Ronan
Track	May 25-26, 2018	Laurel (A-B)
- ❖ Awards Assemblies:

Garfield	Tuesday, May 29	9:00 a.m.
Highland Park	Thursday, May 31	10:30 a.m.
Lewis & Clark	Tuesday, May 29	1:00 p.m.
Junior High	Tuesday, May 15	8:15 a.m.

**SUGGESTED ACTION:** Informational

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☒ **Additional Information Attached**

**NOTES:**

## **Lewistown Public Schools Service Commitment FY19**

The MSGIA goal is to increase staff understanding to limit accidents, injuries, claims, etc. from occurring while in the course and scope of an employee's duties. In reviewing losses in both lines of coverage for Lewistown Public Schools, MSGIA has identified the frequency, severity, top causes, and preventative measures the District should consider in assisting the district avoid costly claims in the future.

### **MSGIA WCRRP**

#### **Employee Groups Identified Based on Frequency and Severity:**

1. Janitor/Custodian/Engineer/Maintenance
  - a. **14 claims** reserved @ **\$268,197.34 (severity)**
2. Vehicle Operator/Bus
  - a. **15 claims** reserved @ **\$97,588.75**
3. Teacher/Instruction/Counselor/Therapist/Librarian
  - a. **21 claims** reserved at **\$31,975.62 (frequency)**
4. Teacher Aides
  - a. **18 claims** reserved at **\$14,768.26**

#### **Top Causes of Accidents Identified**

1. There have been **forty-two (42)** "Fall, Slip, or Trip" type claims with reserves set at **\$357,442.86**
2. There have been **twenty-seven (27)** "Strain or Injury By" (lifting, twisting, pushing, pulling, holding, carrying, jumping, leaping, repetitive motion, etc.) type claims with reserves set at **\$143,663.59**

#### **Preventative Measures:**

1. Offer safety training for the District with the emphasis on "Fall, Slip, or Trip" awareness, recognition and prevention strategies and/or:
  - a. Have staff view the Safe Schools on-line training "Slips, Trips and Falls" (Full Course: 27 min, Refresher 17 min)
2. Offer safety training for the District with the emphasis on "Strain or Injury By" awareness, recognition and prevention strategies and/or:
  - a. Have staff view the Safe Schools on-line training "Back Injury & Lifting" (Full Course: 18 min, Teachers and Administration: 20 min)
3. Additional proactive measures utilized by District:
  - a. Volunteer Coverage – Yes
  - b. School to Work – Yes
  - c. Pre-Employment Physical Program – Yes (Laurie Ray with Central MT Medical Center)
  - d. Back to School Program
4. Best practice is a lag time of 6 days or less
  - a. Current lag time is **15.56 days**
  - b. Date of Injury to School: **7.54**
  - c. School to WCRRP: **8.02**

### **MSGIA Property & Liability**

Lewistown Public Schools five-year claims history has **five (5)** claims reported with reserves set at **\$3,379**

#### **Areas Identified Frequency and Severity of Claims:**

##### **Five Year Claim History:**

1. Auto Physical Damage-Collision: 2 claim reserved @ \$2,916 (**severity**)

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

11

**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:**

☐ Additional Information Attached

**NOTES:**

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

12

**ITEM TITLE:** MINUTES

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

**SUMMARY:**

The following minutes are attached for your approval:

- Minutes of the April 9, 2018, Regular Board Meeting
- Minutes of the April 30, 2018, Special Board Meeting

**SUGGESTED ACTION:** Approve Minutes as Presented

☒ **Additional Information Attached**

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

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

**MONDAY, April 9, 2018**

**REGULAR BOARD MEETING**

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

1. ROLL CALL

TRUSTEES PRESENT:

CJ Bailey, Kris Birdwell, Jeff Southworth, Monte Weeden, Stephen Vantassel, Jennifer Thompson (arrived 6:22pm), Phil Koterba

TRUSTEES ABSENT:

STAFF PRESENT:

Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades, Chris Hildebrant—LEA President, Sue Nefzger, Danny Wirtzberger, Susie Flentie, Kathryn Spraggins, Luke Brandon, Betty Sanders, Darla Kolar, Jill Reed

OTHERS PRESENT:

Doreen Heintz – Lewistown News Argus, Joe Zahler – KXLO Radio, Tanner Trafton – Student Representative to the Board, Denise Williams – MASBO Director, Mike Arnold – MASBO, Lissy Southworth, Jake Clinton, Megan Sweeney, Ben Kolar, Solomon Albertson-Gore, Jamie Sura, Becky Williams, Brent Bibler, Rachel Stansberry, Justin Jenness and other interested parties.

2. PLEDGE OF ALLEGIANCE

Motion to Set Agenda – approved unanimously (Bailey/Weeden)

3. RECOGNITION AND PRESENTATIONS

Denise Williams, MASBO Director, and Mike Arnold, MASBO Past President, presented Business Manager, Rebekah Rhoades with her MCSBO Certification.

Sue Nefzger, Fergus High School FCCLA, shared with the Board their experiences and places at the State convention. Three students qualified for the National Competition in July.

Danny Wirtzberger, FHS Girls Basketball Assistant Coach, thanked the Board for the support of their season and to share their accomplishments. Nycole LaRowe, Head Girls Basketball Coach, received accolades from two of her players for how well ~~she~~ she did in her first year of coaching.

Susie Flentie and Kathryn Spragginns, LJHS Teachers, presented “Solving Tomorrow’s Problems” Samsung grant that they won by designing an EnviroMaster app for incident reporting. By winning this grant, they will receive \$25,000 in technology equipment.

4. Report—Student Representative  
Tanner Trafton, Student Representative, updated the Board on activities at Fergus High School.
5. Report—LEA (6:22pm)  
Chris Hildebrant, LEA President, updated the Board on activities and happenings with the Lewistown Education Association.
6. Report—Committees of the Board  
The Health Insurance Committee met on April 5<sup>th</sup>. Details of the meeting will be discussed under the Health Insurance Approval action item.
7. Calendar Items, Concerns, Correspondence, Etc.  
Superintendent Peck shared the following with the Board:  
New Fire Code requirements regarding different door handles/latches  
2018 Economic Report featuring Lewistown  
Accreditation Standards for each School in the District

## **SUPERINTENDENT’S REPORT**

8. Report—Election Information  
Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2018 School Election Calendar and advised them of the Trustee seats that will be up for election in 2018 – Monte Weeden and CJ Bailey. The Board was also notified that the Election had been cancelled and both candidates will be elected by acclamation at the May Board Meeting.
9. Report—Budget Update  
Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the budget outlook for 2018-2019 school year. Superintendent Thom Peck reiterated that the budget development is a fluid process and continually changing, with the official budget being approved in August.
10. Report—Investment  
Interest for February 2018 was \$2,934.95 in the Elementary and \$2,472.47 in the High School for a total of \$5,407.42. Interest for March 2018 was \$977.77 in the Elementary and \$833.04 in the High School for a total of \$1,810.81.
11. Report—Superintendent  
Superintendent Peck allowed Lissy Southworth and Jake Clinton, along with other class officers, to present a request to the Board to allow the decoration of graduation caps. These changes will be implemented in the FHS Handbook next year and this year’s graduating class will be allowed to decorate caps following the rules outlined in the presentation. The RIF Committee met and made the recommendation that a reduction in force take place only when “all other possibilities are considered and exhausted.” Mr. Peck updated the Board on staffing throughout the District. Mr. Peck shared the successes of the Parent Teacher Conferences that took place recently. The first “Coffee with the Superintendent” took place a few weeks ago with the next scheduled for April 26<sup>th</sup>. Mr. Peck explained the district-wide LED lighting upgrade project will begin taking place with the intent to reduce energy costs and take advantage of rebates currently being offered. Mr. Peck mentioned a new mobile app is being considered for the District that will tie into Infinite

Campus and allow for improved communication with parents and staff. The Board was updated on various dates and events throughout the District.

## **PUBLIC PARTICIPATION**

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

Megan Sweeney and Ben Kolar presented a petition signed by other students requesting to keep their music program at Fergus High School intact.

Solomon Albertson-Gore spoke to the Board as to how band has changed his life and feels that it needs to be continued for others to enjoy.

Luke Brandon requested that the Board not make cuts to the music program at Fergus High School and to look for savings elsewhere.

Jamie Sura spoke to the Board regarding her desire to keep Rachel Schwaller as a music teacher within the District and would request that the music department staffing as-is.

Becky Williams stated that she believes that both Rachel Schwaller and the School Resource Officer (SRO) are imperative to the District and stated as a community member she is willing to help in any way.

Brent Bibler requested that the Board keep music and keep it as it is.

Rachel Stansberry expressed her children's experiences with the success of the music program at Lewistown Public Schools and requested that all positions are preserved.

Betty Sanders also requested that the music department be kept as-is.

Justin Jenness, former SRO, shared the importance of keeping the SRO position and the programs that would be lost without it. He requested that the Curriculum Director position be eliminated instead.

## **ACTION ITEMS MINUTES**

13. Minutes of the March 12, 2018, Regular Board Meeting– Approved Unanimously (Birdwell/Bailey)

## **APPROVAL OF CLAIMS**

14. Claims – The claims referenced in the 2017-2018 Bill Schedule and submitted through April 6, 2018, were approved unanimously (Bailey/Thompson). The Finance Committee for April – June 2018 is Board Chair Phillip Koterba, CJ Bailey, Monte Weeden, and Jeff Southworth.

## **INDIVIDUAL ITEMS**

15. Approve Health Insurance Provider as JPT/EBMS for a 3-year contract – Approved Unanimously (Bailey/Weeden)
16. Approve Certification for Indirect Cost Rates for FY 2018-2019 – Approved Unanimously (Thompson/Vantassel)

**BREAK TAKEN AT 7:36PM, MEETING RECONVENED AT 7:42PM**

17. Approve 2018-2019 Classified Salary Matrix – No vote taken, motion made to table (Thompson/Weeden)

Motion to Table – Approved Unanimously (Bailey/Vantassel)

Betty Sanders, classified staff, spoke and stated that she would be willing to give up her pay increase to keep staff.

Darla Kolar, classified staff, agreed with Betty and volunteered to also give up her salary increase.

Jill Reed, certified staff, requested the dollar amount impact to the budget for the 1.5% increase. Rebekah Rhoades responded that those numbers were not available at the meeting.

Luke Brandon, certified staff, stated that the certified staff are part of a bargaining union and classified staff had the opportunity to join the union but chose not to. He also stated that the Administrators, in addition to Classified Staff, have historically also been given the same increase that is bargained.

18. Approve Issuing Contracts for Certified Staff – See Exhibit A – Approved Unanimously (Bailey/Thompson)
19. Approve Non-Renewal of Non-Tenured Certified Staff Contract without Cause for Brittany Summerhays – Approved Unanimously (Bailey/Birdwell)
20. Approve Non-Renewal of Non-Tenured Certified Staff Contract without Cause for Rachael Schwaller – (Thompson/no second) - Motion died for lack of second
21. Approve Additions to the Substitute List for the 2017-2018 School Year – Approved Unanimously (Bailey/Weeden)
22. Approve Personnel Report – See Exhibit B – Approved Unanimously (Bailey/Vantassel)

## ADJOURNMENT

The meeting was adjourned at 8:02 p.m. (Bailey). The next regular meeting will be held at 6:00 p.m. on Monday, May 14, 2018, at the Lincoln Board Room.

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**PHILLIP KOTERBA**  
**BOARD CHAIR**

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

## EXHIBIT 'A'

<b>2018-2019 CERTIFIED STAFF</b>				
<b>EMPLOYEE NAME</b>	<b>LOCATION</b>	<b>STEP</b>	<b>LANE</b>	<b>FTE</b>
ARCHULETA,ANGELA	LEWIS & CLARK SCHOOL	MA+20	Step 4	1
ARMSTRONG,CHAD	JUNIOR HIGH SCHOOL	MA	Step 15	1
ARMSTRONG,GINA	GARFIELD SCHOOL	BA+20	Step 15	1
BOLING,AUDREY	GARFIELD SCHOOL	BA+10	Step 12	1
BOWEN,DEANNA	LEWIS & CLARK SCHOOL	BA+30	Step 12	1
BRANDON,LUKE	FERGUS HIGH SCHOOL	BA+30	Step 15	1
BRAULICK,DOUGLAS	FERGUS HIGH SCHOOL	BA+10	Step 13	1
BREIDENBACH,BRADLEY	LEWIS & CLARK SCHOOL	BA+30	Step 15	1
BREIDENBACH,SHERRY	FERGUS HIGH SCHOOL	BA+20	Step 15	1
BUEHLER,DEEANN	LEWIS & CLARK SCHOOL	MA+10	Step 15	1
BUEHLER,DYLAN	LEWIS & CLARK SCHOOL	BA+10	Step 4 (3)	1
BURK,EMILY	GARFIELD SCHOOL	BA	Step 4 (2)	1
CIRRINCIONE,MEGGAN	FERGUS HIGH SCHOOL	MA+20	Step 6	1
CLOUD,CHARLES	LEWIS & CLARK SCHOOL	MA	Step 10	1
CLOUD,SARAH	HIGHLAND PARK SCHOOL	MA+10	Step 14	1
COMES,JULIE	HIGHLAND PARK SCHOOL	MA+30	Step 15	1
DANIELS,JAMES	FERGUS HIGH SCHOOL	BA	Step 15	0.519
DECOCK,ADRIENNA	FERGUS HIGH SCHOOL	BA	Step 4	1
DECOCK,BRENDON	FERGUS HIGH SCHOOL	BA+20	Step 8	1
DONALDSON,MATTHEW	JUNIOR HIGH SCHOOL	MA+30	Step 6	1
DURBIN,KAREN	FERGUS HIGH SCHOOL	MA+10	Step 15	1.0535
EIKE,MIRANDA	JUNIOR HIGH SCHOOL	BA	Step 10	1
FELLER,VICTOR	FERGUS HIGH SCHOOL	MA+30	Step 15	1
FERGUSON,KRYSTAL	JUNIOR HIGH SCHOOL	BA+30	Step 8	1
FLENTIE,SUSAN	JUNIOR HIGH SCHOOL	MA+30	Step 15	1
FOX,SANDRA	LEWIS & CLARK SCHOOL	MA+30	Step 12	1
BATEMAN,AMANDA	GARFIELD SCHOOL	MA	Step 15	1
GILSKEY,LAURA	HIGHLAND PARK SCHOOL	BA+30	Step 15	1
GREMAUX,CINDY	LEWIS & CLARK SCHOOL	BA+30	Step 15	1
GRUENER,BRENDA	HIGHLAND PARK SCHOOL	MA	Step 13	1
HENDERSON,JODI	GARFIELD SCHOOL	BA	Step 4 (2)	1
HENDERSON,TROY	FERGUS HIGH SCHOOL	MA+20	Step 15	1
HENSON,SARAH	JUNIOR HIGH SCHOOL	BA+20	Step 8	1
HESER,HOLLY	FERGUS HIGH SCHOOL	BA+30	Step 15	1
HILDEBRANT,CHRISTOPHER	FERGUS HIGH SCHOOL	BA	Step 7	1
HOUDSHELL,MEGAN	GARFIELD SCHOOL	BA	Step 4 (1)	1
HUDSON,NANCY	LEWIS & CLARK SCHOOL	BA+30	Step 15	1
HUDSON,TROY	FERGUS HIGH SCHOOL	BA+30	Step 15	1
IRELAND,KAITLIN	GARFIELD SCHOOL	BA	Step 4 (1)	1
IRISH,JEAN	GARFIELD SCHOOL	BA	Step 7	1
IRWIN,KATHLEEN	HIGHLAND PARK SCHOOL	BA+30	Step 14	1
JENNESS,ASHLEY	HIGHLAND PARK SCHOOL	MA+10	Step 9	1
JENNI,AMANDA	LEWIS & CLARK SCHOOL	BA	Step 8	1
JENSEN,JENNIFER	HIGHLAND PARK SCHOOL	BA	Step 15	1

<b>2018-2019 CERTIFIED STAFF</b>				
<b>EMPLOYEE NAME</b>	<b>LOCATION</b>	<b>STEP</b>	<b>LANE</b>	<b>FTE</b>
JOHNSON,ORIN	HIGHLAND PARK SCHOOL	BA	Step 4	1
KIRSCH,ELIZABETH	HIGHLAND PARK SCHOOL	BA+20	Step 15	1
LAROWE,DESIREE	GARFIELD SCHOOL	MA+10	Step 4 (2)	1
LEAR,DEREK	HIGHLAND PARK SCHOOL	BA	Step 4	1
LENSING,LYNN	LEWIS & CLARK SCHOOL	MA+30	Step 15	1
LEWIS,DIANE	FERGUS HIGH SCHOOL	BA+20	Step 15	1
LONG,JARED	FERGUS HIGH SCHOOL	MA+10	Step 10	1.2139
LONG,LESLIE	FERGUS HIGH SCHOOL	MA	Step 14	1
LUND,CHELSEY	JUNIOR HIGH SCHOOL	MA	Step 5	1
MAJERUS,TERESA	JUNIOR HIGH SCHOOL	MA+10	Step 15	1.0267
MANGOLD,MIKE	FERGUS HIGH SCHOOL	MA+30	Step 15	1
MCKINNEY,SARA	HIGHLAND PARK SCHOOL	BA	Step 9	1
MILLER,BEVERLY	JUNIOR HIGH SCHOOL	MA+30	Step 15	1
MILLER,JESSICA	FERGUS HIGH SCHOOL	MA+10	Step 5	1
MURPHY,JILL	HIGHLAND PARK SCHOOL	BA	Step 6	1
NEFZGER,SUE	FERGUS HIGH SCHOOL	MA+30	Step 11	1
NEFZGER,TIMOTHY	FERGUS HIGH SCHOOL	MA+30	Step 11	1
OLSON,LEAH	GARFIELD SCHOOL	BA	Step 4 (3)	1
OLSON,STEVE	FERGUS HIGH SCHOOL	MA	Step 15	1
ORTMAN,KARL	FERGUS HIGH SCHOOL	MA+30	Step 7	1
ORTMAN,LAUREN	JUNIOR HIGH SCHOOL	BA	Step 5	1
PATTEN,TACE	GARFIELD SCHOOL	BA	Step 4 (2)	1
PEARSON,SARA	GARFIELD SCHOOL	BA+10	Step 7	1
ROBERTS,PAMELA	GARFIELD SCHOOL	BA	Step 6	1
ROBINS,JAYME	HIGHLAND PARK SCHOOL	BA	Step 4 (3)	1
RUSSELL,JEFFREY	LEWIS & CLARK SCHOOL	BA	Step 15	1
SHELAGOWSKI,BRETT	JUNIOR HIGH SCHOOL	BA+30	Step 12	1
SHELAGOWSKI,LISA	HIGHLAND PARK SCHOOL	MA	Step 12	1
SMITH,KRISTINA	JUNIOR HIGH SCHOOL	BA	Step 4 (1)	1
SMITH,MELANIE	FERGUS HIGH SCHOOL	MA+20	Step 15	1
SPARKS,BRIDGET	GARFIELD SCHOOL	MA	Step 15	1
SPRAGGINS,KATHERINE	JUNIOR HIGH SCHOOL	MA	Step 15	1
STANDLEY,SUSAN	GARFIELD SCHOOL	MA+20	Step 4 (3)	1
STIVERS,SYDNEY	FERGUS HIGH SCHOOL	BA	Step 4 (1)	1
TARPLEE,TIMOTHY	FERGUS HIGH SCHOOL	MA	Step 7	1
TRAFTON,MICHELLE	FERGUS HIGH SCHOOL	MA+30	Step 15	1
VALLINCOURT,JESSICA	FERGUS HIGH SCHOOL	MA+20	Step 6	1
VALLINCOURT,NOAH	JUNIOR HIGH SCHOOL	MA+30	Step 5	1
VAUGHN,KERRY	HIGHLAND PARK SCHOOL	MA+10	Step 7	1
WEICHEL,POLLY	HIGHLAND PARK SCHOOL	BA+20	Step 15	1
WEINHEIMER,LEEANNE	HIGHLAND PARK SCHOOL	MA+20	Step 15	1
WELSH,DEVNEY	HIGHLAND PARK SCHOOL	BA+20	Step 8	1
WHITNEY-REED,JILL	LEWIS & CLARK SCHOOL	MA+30	Step 15	1

**EXHIBIT 'B'**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**Monday, April 9, 2018**

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
<b>DOWNING, Heidi</b>	Head Baker	Lincoln Building	Accept Letter of Resignation	2/23/2018		Verbal Resignation.
<b>JAYNES, Ashton</b>	Food Server/Kitchen Aide	School Food	Accept Letter of Resignation	4/9/2018		Verbal Resignation.
<b>KLIPPENES, Steve</b>	Transportation Director	Bus Barn	Approve Out of State Travel to Dallas, TX to pick up newly purchased Cruiser Bus	4/11/18 - 4/13/18	Thom Peck/Rebekah Rhoades	
<b>LANTZER, Lee</b>	Bus Driver	Bus Barn	Accept Letter of Resignation	3/16/2018		See attached letter.
<b>MAJERUS, Tim</b>	Principal	Fergus High School	Approve appointment for 2018-2019 school year	7/1/2018	Thom Peck	
<b>TOMBARGE, Amanda</b>	Food Server	School Food	Accept Letter of Resignation	4/6/2018		See attached letter.
<b>UDELHOVEN, Lexi</b>	Teacher	Highland Park	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>WEIGERT, Kim</b>	Student Information Systems Manager	Fergus High School	Approve appointment on schedule---COMPUTER TECH/PAYROLL + 45 CEU Step 0 for up to 7 hours per day for up to 50 days	4/9/2018	Tim Majerus/Jeff Friesen	
<b>WYMAN, Mike</b>	Custodian	Fergus High School	Approve appointment on schedule---MAINTENANCE II Step 0 for up to 8 hours per day for up to 63 days	4/4/2018	Randy Barber	

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

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

**MONDAY, April 30, 2018**

**REGULAR BOARD MEETING**

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

1. **ROLL CALL**

**TRUSTEES PRESENT:**

Kris Birdwell, Jeff Southworth, Stephen Vantassel, Jennifer Thompson, Phil Koterba

**TRUSTEES ABSENT:**

Monte Weeden, CJ Bailey

**STAFF PRESENT:**

Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades, Chris Hildebrant—LEA President, Bobbie Atchison, Scott Dubbs, Luke Brandon, Karl Ortman, Norine McKinney, Kelly Comer, DeAnn Buehler, Dylan Buehler, Devney Welsh, Rachael Schwaller, Kerry Vaughn, Nycole LaRowe, Lexi Udelhoven, Betty Sanders, Sara Pearson, Jason O'Neal, Amanda Bateman, Darla Kolar, Sandra Fox, Jill Reed, Sara McKinney, Danny Wirtzberger, Beth Kirsch, Matthew Ventresca, Tim Majerus

**OTHERS PRESENT:**

Doreen Heintz – Lewistown News Argus, Joe Zahler – KXLO Radio, Janet Grensten, Joanie Slaybaugh and other interested parties.

2. **PLEDGE OF ALLEGIANCE**

Motion to Set Agenda – Approved Unanimously (Birdwell/Thompson)

**PUBLIC PARTICIPATION**

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

**BOARD OF TRUSTEES**

4. Calendar Items, Concerns, Correspondence, Etc.
- Brochure from the Northern Plains Resource Council
  - Letter from Fish, Wildlife and Parks showing parking and access developments at Machler and Carroll trail
  - FHS Summer Sports camps schedule
  - Basketball and wrestling financial statements were shared with the Board.

**SUPERINTENDENT'S REPORT**

4. Report—Budget Update

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the budget outlook for 2018-2019 school year.

## **ACTION ITEMS**

### **INDIVIDUAL ITEMS**

5. Approve Classified Salary Matrix for the 2018-19 School Year – See Exhibit ‘A’ – (Birdwell/Thompson) 3 – For (Birdwell, Southworth, Thompson) and 1 – Against (Vantassel)
6. Approve Certified Contract for Rachael Schwaller the 2018-19 School Year – Approved Unanimously (Southworth/Birdwell)

Luke Brandon spoke to the audience to clarify that the contract will be for an elementary classroom teacher, not music. Mr. Brandon recommended offering more music class elective at the HS rather than reducing the number of music teachers.

Janet Grensten spoke to Rachael’s ability to reach students as a teacher. She also spoke to the need for leadership at Fergus High School to offer options to students, especially being a Class A school. She also expressed the need to keep great teachers in the positions they are greatest at.

Joni Slaybaugh spoke about her concerns regarding the reduction of music. She complimented the District on how great it is and how removing the Arts would be detrimental. The ability for Rachael to reach out to her student has been phenomenal. She is also concerned that the remaining music staff will get burned out from the increased workload. She appreciates the effort of the Board to keep Rachael on staff.

Trustee Southworth expressed the difficulty in making these decisions. He shared that the decisions being made right now must be made to operate in the short term, but that there is a long term vision for both the school district and the town of Lewistown. It is his hope that the decisions made tonight are temporary.

7. Approve Transfer of Administrator to LJHS Principal for the 2018-2019 School Year – Approved Unanimously (Birdwell/Southworth)

## **ADJOURNMENT**

The meeting was adjourned at 6:46 p.m. (Thompson). The next regular meeting will be held at 6:00 p.m. on Monday, May 14, 2018, at the Lincoln Board Room.

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**PHILLIP KOTERBA**  
**BOARD CHAIR**

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

## EXHIBIT 'A'

LEWISTOWN PUBLIC SCHOOLS  
FY2018-19 CLASSIFIED PAY MATRIX  
April 9, 2018

FY19 NEGOTIATED INCREASE:		1.5%										
	0	1	2	3	4	5	6	7	8	9	10	11+
ADMIN SECRETARY	13.91	14.34	14.75	15.17	15.59	16.01	16.42	17.27	17.27	17.27	17.27	18.10
ADMIN SECRETARY+15	14.34	14.75	15.17	15.59	16.01	16.42	16.84	17.67	17.67	17.67	17.67	18.51
ADMIN SECRETARY+30	14.75	15.17	15.59	16.01	16.42	16.84	17.27	18.10	18.10	18.10	18.10	18.93
ADMIN SECRETARY+45	15.59	16.01	16.42	16.84	17.27	17.67	18.10	18.93	18.93	18.93	18.93	19.77
COMPUTER TECH/PAYROLL	17.57	18.10	18.63	19.15	19.68	20.21	20.74	21.80	21.80	21.80	21.80	22.84
COMPUTER TECH/PAYROLL+15	18.10	18.63	19.15	19.68	20.21	20.74	21.26	22.31	22.31	22.31	22.31	23.37
COMPUTER TECH/PAYROLL+30	18.63	19.15	19.68	20.21	20.74	21.26	21.79	22.84	22.84	22.84	22.84	23.90
COMPUTER TECH/PAYROLL+45	19.68	20.21	20.74	21.26	21.79	22.31	22.84	23.90	23.90	23.90	23.90	24.95
FIRST COOK/BAKER	11.57	11.90	12.24	12.58	12.90	13.24	13.58	14.25	14.25	14.25	14.25	14.25
FIRST COOK/BAKER+15	11.90	12.24	12.58	12.90	13.24	13.58	13.91	14.58	14.58	14.58	14.58	14.58
FIRST COOK/BAKER+30	12.24	12.58	12.90	13.24	13.58	13.91	14.25	14.92	14.92	14.92	14.92	14.92
FIRST COOK/BAKER+45	12.90	13.24	13.58	13.91	14.25	14.58	14.92	15.59	15.59	15.59	15.59	15.59
FOOD SERVER/KITCHEN AIDE	10.90	11.16	11.43	11.70	11.96	11.96	11.96	11.96	11.96	11.96	11.96	11.96
FOOD SERVER/KITCHEN AIDE+15	11.16	11.43	11.70	11.96	12.21	12.21	12.21	12.21	12.21	12.21	12.21	12.21
FOOD SERVER/KITCHEN AIDE+30	11.43	11.69	11.96	12.21	12.48	12.48	12.48	12.48	12.48	12.48	12.48	12.48
FOOD SERVER/KITCHEN AIDE+45	11.95	12.22	12.49	12.73	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00
HOT LUNCH VAN	12.65	12.94	13.24	13.53	13.82	13.82	13.82	13.82	13.82	13.82	13.82	13.82
HOT LUNCH VAN+15	12.94	13.24	13.53	13.82	14.11	14.11	14.11	14.11	14.11	14.11	14.11	14.11
HOT LUNCH VAN+30	13.24	13.53	13.82	14.11	14.40	14.40	14.40	14.40	14.40	14.40	14.40	14.40
HOT LUNCH VAN+45	13.82	14.11	14.40	14.69	14.98	14.98	14.98	14.98	14.98	14.98	14.98	14.98
IMC TECH	12.68	13.04	13.41	13.78	14.15	14.50	14.88	14.88	14.88	14.88	14.88	14.88
IMC TECH+15	13.04	13.41	13.78	14.15	14.50	14.88	15.25	15.25	15.25	15.25	15.25	15.25
IMC TECH+30	13.41	13.78	14.15	14.50	14.88	15.25	15.62	15.62	15.62	15.62	15.62	15.62
IMC TECH+45	14.15	14.50	14.88	15.25	15.62	15.98	16.35	16.35	16.35	16.35	16.35	16.35
MAINT I	9.01	9.34	9.67	10.01	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35
MAINT I+15	9.34	9.67	10.01	10.35	10.69	10.69	10.69	10.69	10.69	10.69	10.69	10.69
MAINT I+30	9.68	10.01	10.35	10.68	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00
MAINT I+45	10.35	10.68	11.01	11.34	11.68	11.68	11.68	11.68	11.68	11.68	11.68	11.68
MAINT II	12.66	12.97	13.29	13.60	13.92	14.23	14.55	15.18	15.18	15.18	15.18	15.81
MAINT II+15	12.97	13.29	13.60	13.92	14.23	14.55	14.87	15.50	15.50	15.50	15.50	16.14
MAINT II+30	13.29	13.60	13.92	14.23	14.55	14.87	15.18	15.82	15.82	15.82	15.82	16.45
MAINT II+45	13.92	14.23	14.55	14.87	15.18	15.50	15.82	16.45	16.45	16.45	16.45	17.08
MAINT III	12.98	13.30	13.63	13.95	14.28	14.61	14.92	15.58	15.58	15.58	15.58	16.22
MAINT III+15	13.30	13.63	13.95	14.28	14.61	14.92	15.25	15.90	15.90	15.90	15.90	16.55
MAINT III+30	13.63	13.95	14.28	14.61	14.92	15.25	15.58	16.22	16.22	16.22	16.22	16.86
MAINT III+45	14.28	14.61	14.92	15.25	15.58	15.90	16.22	16.87	16.87	16.87	16.87	17.53
MAINT IV	13.52	13.85	14.19	14.54	14.87	15.21	15.54	16.22	16.22	16.22	16.22	16.90
MAINT IV+15	13.85	14.19	14.54	14.87	15.21	15.54	15.88	16.56	16.56	16.56	16.56	17.23
MAINT IV+30	14.19	14.54	14.87	15.21	15.54	15.88	16.22	16.90	16.90	16.90	16.90	17.57
MAINT IV+45	14.87	15.21	15.54	15.88	16.22	16.56	16.90	17.57	17.57	17.57	17.57	18.25
MAINT V	18.39	18.84	19.31	19.75	20.22	20.68	21.14	22.06	22.06	22.06	22.06	22.98
MAINT V+15	18.84	19.31	19.75	20.22	20.68	21.14	21.60	22.52	22.52	22.52	22.52	23.44
MAINT V+30	19.31	19.75	20.22	20.68	21.14	21.60	22.06	22.98	22.98	22.98	22.98	23.89
MAINT V+45	20.22	20.68	21.14	21.60	22.06	22.52	22.98	23.89	23.89	23.89	23.89	24.81
MAINT VI	20.61	21.64	22.67	23.71	24.73	25.77	26.79	26.79	26.79	26.79	26.79	26.79
MAINT VI+15	21.64	22.67	23.71	24.73	25.77	26.79	27.82	27.82	27.82	27.82	27.82	27.82
MAINT VI+30	22.67	23.71	24.73	25.77	26.79	27.82	28.85	28.85	28.85	28.85	28.85	28.85
MAINT VI+45	23.71	24.73	25.77	26.79	27.82	28.85	29.89	29.89	29.89	29.89	29.89	29.89
MECH I	16.53	16.94	17.36	17.76	18.64	19.50	19.73	20.19	20.19	20.19	20.19	20.65
MECH I+15	16.94	17.36	17.76	18.18	19.05	19.91	20.14	20.60	20.60	20.60	20.60	21.07
MECH I+30	17.36	17.76	18.18	18.59	19.46	20.33	20.56	21.02	21.02	21.02	21.02	21.47
MECH I+45	17.99	18.41	18.82	19.23	20.10	20.97	21.20	21.66	21.66	21.66	21.66	22.12
PARA EDUCATOR	10.69	10.96	11.24	11.50	11.77	12.03	12.30	12.30	12.30	12.30	12.30	12.30
PARA EDUCATOR+15	11.49	11.76	12.03	12.29	12.57	12.83	13.10	13.10	13.10	13.10	13.10	13.10
PARA EDUCATOR+30	11.83	12.10	12.36	12.64	12.90	13.17	13.44	13.44	13.44	13.44	13.44	13.44
PARA EDUCATOR+45	12.53	12.79	13.05	13.32	13.59	13.86	14.12	14.12	14.12	14.12	14.12	14.12
PARA EDUCATOR+CERT	13.21	13.46	13.75	14.01	14.27	14.54	14.82	14.82	14.82	14.82	14.82	14.82
PURCH/REC	15.65	16.12	16.58	17.05	17.52	17.99	18.46	19.40	19.40	19.40	19.40	20.34
PURCH/REC+15	16.12	16.58	17.05	17.52	17.99	18.46	18.93	19.88	19.88	19.88	19.88	20.81
PURCH/REC+30	16.58	17.05	17.52	17.99	18.46	18.93	19.40	20.34	20.34	20.34	20.34	21.28
PURCH/REC+45	17.52	17.99	18.46	18.93	19.40	19.88	20.34	21.28	21.28	21.28	21.28	22.22
SECOND COOK/BAKER	11.38	11.70	12.04	12.37	12.70	13.03	13.35	14.01	14.01	14.01	14.01	14.01
SECOND COOK/BAKER+15	11.70	12.04	12.37	12.70	13.03	13.35	13.68	14.34	14.34	14.34	14.34	14.34
SECOND COOK/BAKER+30	12.04	12.37	12.70	13.03	13.35	13.68	14.01	14.67	14.67	14.67	14.67	14.67
SECOND COOK/BAKER+45	12.70	13.03	13.35	13.68	14.01	14.34	14.68	15.33	15.33	15.33	15.33	15.33
SECRETARY	12.51	12.88	13.26	13.63	14.02	14.38	14.76	15.51	15.51	15.51	15.51	16.26
SECRETARY+15	12.88	13.25	13.63	14.02	14.38	14.76	15.13	15.89	15.89	15.89	15.89	16.64
SECRETARY+30	13.25	13.63	14.02	14.38	14.76	15.13	15.51	16.26	16.26	16.26	16.26	17.01
SECRETARY+45	14.02	14.38	14.76	15.13	15.51	15.89	16.26	17.02	17.02	17.02	17.02	17.76
TRANSPORTATION	16.24	16.56	16.89	17.21	17.54	17.54	17.54	17.54	17.54	17.54	17.54	17.54
TRANSPORTATION+15	16.56	16.89	17.21	17.54	17.87	17.87	17.87	17.87	17.87	17.87	17.87	17.87
TRANSPORTATION+30	16.89	17.21	17.54	17.86	18.19	18.19	18.19	18.19	18.19	18.19	18.19	18.19
TRANSPORTATION+45	17.54	17.87	18.18	18.51	18.84	18.84	18.84	18.84	18.84	18.84	18.84	18.84
WORK EXPERIENCE DRIVER	10.28	10.54	10.80	11.05	11.31	11.57	11.83	11.83	11.83	11.83	11.83	11.83
WORK EXPERIENCE DRIVER+15	11.04	11.30	11.56	11.82	12.07	12.33	12.59	12.59	12.59	12.59	12.59	12.59
WORK EXPERIENCE DRIVER+30	11.37	11.63	11.90	12.14	12.39	12.66	12.91	12.91	12.91	12.91	12.91	12.91
WORK EXPERIENCE DRIVER+45	12.03	12.29	12.55	12.80	13.07	13.32	13.57	13.57	13.57	13.57	13.57	13.57
SCHOOL NURSE (RN)	19.39	19.97	20.55	21.13	21.71	22.30	22.88	22.88	22.88	22.88	22.88	22.88
SCHOOL NURSE (RN)+15	19.97	20.55	21.13	21.71	22.30	22.88	23.46	23.46	23.46	23.46	23.46	23.46
SCHOOL NURSE (RN)+30	20.55	21.13	21.71	22.30	22.88	23.46	24.04	24.04	24.04	24.04	24.04	24.04
SCHOOL NURSE (RN)+45	21.71	22.30	22.88	23.46	24.04	24.62	25.20	25.20	25.20	25.20	25.20	25.20

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

13

**ITEM TITLE:** CLAIMS

**Requested By:** Board of Trustees    **Prepared By:** LuAnn Schrauth

**SUMMARY:**

Approve claims paid through May 10, 2018, as approved by the Finance Committee.

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

**SUGGESTED ACTION:** Approve Claims as Presented

☐ **Additional Information Attached**

**NOTES:**

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

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

14

**ITEM TITLE:** APPROVE REVISIONS TO THE BOYS CROSS COUNTRY/GIRLS SOFTBALL MEMORANDUM OF UNDERSTANDING

**Requested By:** Board of Trustees **Prepared By:** Thom Peck/Rebekah Rhoades

**SUMMARY:**

Because the initial Memorandum of Understanding (MOU) was signed in 2008, review was necessary. The changes presented are recommendations from Jim Daniels (Athletic Director), Chris Miller (Girls Softball/Boys Cross Country Association), Thom Peck (Superintendent and Rebekah Rhoades (Business Manager).

Additions to the MOU are highlighted and deletions are in ~~striketrough~~.

**SUGGESTED ACTION:** Approve Revisions to the Boys Cross Country/Girls Softball Memorandum of Understanding

☒ **Additional Information Attached**

**NOTES:**

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

**MEMORANDUM OF UNDERSTANDING  
FOR  
PRIVATELY FUNDED GIRL'S SOFTBALL  
AND BOY'S CROSS COUNTRY**

This Memorandum of Understanding is entered into by Lewistown School District No. 1, hereafter referred to as "the District" and the Girl's Fastpitch Softball/Boy's Cross Country Association, hereafter referred to as "the Association" for the purpose of delineating the responsibilities in maintaining and privately funding girl's softball and boy's cross country as Montana High School Association (MHSA) sanctioned sports at Fergus High School.

The District shall be responsible for the entire operation of the MHSA-sanctioned girl's softball and boy's cross country programs. These responsibilities include but are not limited to the following:

- Securing a contract with the ~~District #9 Softball Association~~ **Lewistown Youth Baseball/Softball Association** and the Lewistown Park and Recreation Department.
- Selection and evaluation of coaches.
- Selection of team members.
- Determining the event scheduling.
- Providing arrangements for individual competitions and meets including food, lodging, and transportation.
- Each programs awards.
- The District shall charge athletes a participation fee with the revenue being deposited in the District's activity account.
- **The purchase of uniforms for both sports.**
- **Bus travel for Boys Cross Country when traveling with the Girls Cross Country Team.**
- ~~Fergus High School will be responsible ticket collection with gate revenue to be deposited with the District. Funds collected will be used to reduce the Association's annual assessment.~~

The District will maintain the program in accordance with the rules and regulations established by the Lewistown Public Schools Board of Trustees, the Montana High School Association and Fergus High School.

The Association's responsibility will be to raise funds for the purpose of financing the girl's softball and boy's cross country programs and managing the home field and events under the direction of Fergus High School's athletic director. These responsibilities include, but are not limited to the following:

- Said funds shall be deposited with Fergus High School as follows: The Association will make an initial deposit of \$25,000.00 by October 15, 2008. ~~Thereafter, by March 1<sup>st</sup> following the completion of each season, the Association will assure that the minimum account balance is equal to the last year's actual expenses plus 10%.~~ **Thereafter, by March 1<sup>st</sup> following the completion of each season, the Association will make a payment to ensure that the cash balance of the account is equal to or greater than \$25,000 at the end of each fiscal year.** Failure to meet the March 1<sup>st</sup> fiscal deadline will immediately terminate girl's softball and boys' cross country as school-sanctioned sports.
- The Association shall be responsible for field preparation, concession workers, scorekeepers, and announcers. The Association will retain the revenue from concessions

and general fundraising efforts. The Association shall be the sole trust of said revenue, and at the appropriate time, will use these funds toward its annual assessment.

- The Association shall assist Fergus High School administration with crowd management.

Due to the unique relationship of these privately funded school activities the Association clearly understands and is aware of the following:

- The Association will have no input regarding the general operations of the girl's softball and boy's cross country programs at the high school.
- All costs charged to the Association's fund will be at the sole discretion of the District, but should reflect agreed upon expenses of the programs.
- Should any of the financial arrangements ever need to be changed, it shall be at the initiative of the Lewistown Public Schools Board of Trustees, not by a petition from the Association.

In the event that the Association or the District elect to discontinue girl's softball and boy's cross country as Fergus High School sports, the balance of funds after all expenses have been paid shall be returned to the Association upon the District's receipt of a written directive by the Association's board of directors.

We the undersigned, as officers of the Girl's Fastpitch Softball/Boy's Cross Country Association, hereafter place our signatures certifying that we are official representatives of the Association, and we understand and will adhere to the rules and regulations as established in this Memorandum of Understanding.

_____ Signature	_____ Title	_____ Date
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_____ Signature	_____ Title	_____ Date
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On behalf of Lewistown School District No. 1:

_____ Signature	_____ Title	_____ Date
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**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

15

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

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

**SUMMARY:**

The Board of Trustees needs to approve Lewistown Public Schools contracting with the Fergus County Clerk and Recorder's Office to act as Election Administrator for the school elections and conduct all aspects of the election process for the 2018-2019 Fiscal Year in accordance with 20-20-417 MCA.

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

☒ **Additional Information Attached**

**NOTES:**

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

## TRUSTEE RESOLUTION REQUESTING COUNTY CONDUCT ELECTION(S)

BE IT RESOLVED, the Board of Trustees for School District No. 1, Fergus County, State of Montana, requests that Fergus County, State of Montana, conduct the following school elections for School District No. 1, Fergus County for fiscal year 2019:

☐ All Elections

☒ Specific Elections

1. Regular Election, if by mail ballot
2. Special Election, if by mail ballot

In accordance with 20-20-417, MCA, the county will perform the duties imposed on the trustees and the clerk of the district for school elections in 20-20-203, 20-20-313, and 20-20-401, and deliver to the trustees, for the purpose of canvassing the vote, the certified tally sheets and other items as provided in 13-15-301.

Other election duties not specified will be conducted by mutual agreement between the district clerk and the county election administrator.

\_\_\_\_\_  
Print Name of Board Chair

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

\_\_\_\_\_  
Print Name of Clerk

\_\_\_\_\_  
Signature of Clerk

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

## LEWISTOWN PUBLIC SCHOOLS

## ELECTION HISTORY

ELEMENTARY											
	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
AMOUNT	\$268,571.05	\$169,267.06	\$165,301.94	\$27,075.62	NONE	\$29,997.63	\$46,533.25	\$31,500.00	\$98,000.00	\$24,110.65	\$77,903.95
MILLS	28.25	17.49	14.71	2.05			4.65	1.52		2.09	7.23
FOR	560	569	497	510			786	661		703	689
AGAINST	324	291	17	166			287	249		287	392
PASS/FAIL	PASS	PASS	PASS	PASS		PASS	PASS	PASS	PASS	PASS	PASS
MAIL/POLL	POLL	POLL	POLL	POLL		TECH	POLL		BR LEVY (10YR)	POLL	POLL
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY		TECH	GF LEVY	TECH	GF LEVY	GF LEVY	GF LEVY

ELEMENTARY											
	2008	2009	SPRING 2010	FALL 2010	2011	2012	2013	2014	2015	2016	2017
AMOUNT	NONE	\$123,863.99	\$111,435.00	NONE	\$211,108.25	NONE	NONE	\$0.00	\$98,000.00	\$79,449.41	\$98,000.00
MILLS		10.88	9.48		17.49			0.00	8.33	6.58	8.17
FOR		478	958		923			991	1126	1157	845
AGAINST		521	726		1165			155	1146	542	703
PASS/FAIL		FAIL	PASS		FAIL			PASS	FAIL	PASS	PASS
MAIL/POLL		POLL	POLL		MAIL			POLL	MAIL	POLL	POLL
TYPE		GF LEVY	GF LEVY		GF LEVY		BUS BARN LAND	POLL	BR LEVY (10 YR)	BR LEVY (10 YR)	GF LEVY

HIGH SCHOOL											
	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
AMOUNT	\$32,867.01	\$107,066.90	\$69,582.16	NONE	NONE	\$51,165.05	\$55,318.87	\$101.00	\$98,000.00	\$227,354.04	\$28,399.56
MILLS	2.62	8.59	5.70				5.07	9.37		19.93	2.44
FOR	696	673	517				641	514		669	718
AGAINST	449	490	18				272	289		332	390
PASS/FAIL	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS
MAIL/POLL	POLL	POLL	POLL	POLL	POLL	TECH	POLL	POLL	BR LEVY (10YR)	POLL	POLL
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY	TECH	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY

HIGH SCHOOL											
	2008	2009	SPRING 2010	FALL 2010	2011	2012	2013	2014	2015	2016	2017
AMOUNT	NONE	\$34,998.00	NONE	\$10,715,000.00	\$137,765.21	NONE	\$130,492.06	NONE	\$98,000.00	\$98,000.00	NONE
MILLS		2.85		???	10.58		9.68		7.71	7.54	
FOR		531		1421	919		1486		1150	875	
AGAINST		483		2143	1201		1337		1256	593	
PASS/FAIL		PASS		FAIL	FAIL		PASS		FAIL	PASS	
MAIL/POLL		POLL		MAIL	MAIL		MAIL		MAIL	POLL	
TYPE		GF LEVY		BOND	GF LEVY		GF LEVY		BR LEVY (10 YR)	BR LEVY (10 YR)	

## AS OF MAY 2017 ELECTION:

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

2210  
 3449  
 5659

39%  
 61%

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

1959  
 3569  
 5528

35%  
 65%

## 2016-2017 ELECTION:

29.50% TOTAL VOTER PARTICIPATION  
 58.96% ABSENTEE VOTER PARTICIPATION  
 10.61% POLL VOTER PARTICIPATION

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/14/2018

Agenda Item No.

16

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR THE CLASSIFIED STAFF

Requested By: Board of Trustees Prepared By: Thom Peck

**SUMMARY:**

The Board of Trustees needs to approve issuing contracts for the Classified Staff for the 2018-2019 School Year as listed on the attachment.

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

☒ Additional Information Attached

**NOTES:**

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

**CLASSIFIED STAFF CONTRACTS**  
**2018-2019 SCHOOL YEAR**

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

KONERT	DANIEL	MAINTENANCE	8	260
KONERT	SHAWNA	PARAPROFESSIONAL	7.5	186
LAFEVER	JAMES	CUSTODIAN	8	260
LAFEVER	ROSEMARY	FOOD SERVER/CASHIER	3.75	187
LELEK	WAYNE	BUS DRIVER	4.5	185
LELEK	JONETTE	FOOD SERVER	3.5	187
MADDUX	JOHN	CUSTODIAN	8	260
MANE	JANINE	FOOD SERVER/CASHIER	4.5	187
MANE	JANINE	KITCHEN AIDE	3	187
MATOVICH	APRIL	PARAPROFESSIONAL	7.5	186
MATTHEIS	NANCY	IMC TECHNICIAN	8	215
MAXWELL	SHANNON	PARAPROFESSIONAL	7	186
MCKINNEY	NORINE	PARAPROFESSIONAL	7.5	186
MCLENDON	DARCY	PARAPROFESSIONAL	7.5	186
MILLER	JEANETTE	BUS AIDE	2	185
MILLER	JEANETTE	SWEEPER	6	185
NOEL	CINDY	BUS DRIVER	8	185
O'DELL	FLEETA	BUS AIDE/PLAYGROUND AIDE	1.5	186
O'DELL	FLEETA	FOOD SERVER	3.5	186
O'DELL	FLEETA	OFFICE/SUB CALL IN	2.5	186
ODERMANN	ROBERT	BUS DRIVER/TRAINER/ASSISTANT	8	260
OLSON	TARA	PARAPROFESSIONAL	7.5	186
O'NEAL	JASON	PARAPROFESSIONAL	7.5	186
PAULSON	DONNA	SECOND COOK	7	193
PERKINS	DAWN	PARAPROFESSIONAL	7.5	186
PFAU	WENDY	ACTIVITIES SECRETARY	7	225
PIERCE	LORRI	FOOD SERVER	3.5	187
POSER-BROWN	LORA	PARAPROFESSIONAL	7.5	186
PRINDLE	LYNNE	PARAPROFESSIONAL	7.5	186
RAMEY	THOMAS	CUSTODIAN	8	260
RASMUSSEN	KAMI	FOOD SERVER/CASHIER	4	187
ROGERS	CHRISTINE	ADMINISTRATIVE SECRETARY	8	260
RUMMANS	DAVID	PARAPROFESSIONAL	7.5	186
SANDERS	BETTY	PARAPROFESSIONAL	4	186
SANDERS	BETTY	PARAPROFESSIONAL	4	186
SCHOENFELDER	LANNA	SCHOOL SECRETARY	8	215
SCHRAUTH	AMANDA	PARAPROFESSIONAL	7.5	186
SCHRAUTH	LUANN	PURCHASING/ACCOUNTS PAYABLE	8	260
SCHUCHARD	SHAWN	CUSTODIAN	8	260
SCHURMAN	KAREN	FOOD SERVER	3.75	187
SCHURMAN	KAREN	KITCHEN AIDE	3	187
SEBEK	SHERRI	FOOD SERVER	3.5	187
SMITH	LOGAN	TECH SUPPORT SPECIALIST	8	260
STICKEL	ABIGAIL	CUSTODIAN	8	260
THAYNE	MELINDA	FOOD SERVER/CASHIER	3.5	187
THAYNE	MELINDA	KITCHEN AIDE	4	187
TOMBARGE	JODI	BUS DRIVER	4	185

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

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

17

**ITEM TITLE:** APPROVE ISSUING CONTRACTS FOR CERTIFIED AND CLASSIFIED ADMINISTRATORS

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

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**SUMMARY:**

The Board of Trustees needs to approve issuing contracts for the Certified and Classified Administrators for the 2018-2019 School Year as listed on the attachment.

**SUGGESTED ACTION:** Approve Issuing Contracts for the Certified and Classified Administrators

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☒ **Additional Information Attached**

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**NOTES:**

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

## RECOMMENDED 2018-2019 SALARIES

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

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

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

18

**ITEM TITLE:** APPROVE FERGUS COUNTY INVESTMENT RESOLUTION

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

**SUMMARY:**

The Board of Trustees needs to approve the attached resolution for the 2018-2019 Investment Program for the Lewistown Public Schools as presented by the Fergus County Commissioners.

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

☒ **Additional Information Attached**

**NOTES:**

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

## **FERGUS COUNTY INVESTMENT RESOLUTION**

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that Lewistown School District Number 1, Fergus County, will participate in the Fergus County Investment Program from July 1, 2018, through June 30, 2019, and pay the 2 % investment program administrative fee from the resultant interest revenue;

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

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

DATED this 14<sup>th</sup> day of May 2018.

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CHAIR, BOARD OF TRUSTEES  
SCHOOL DISTRICT NO. 1

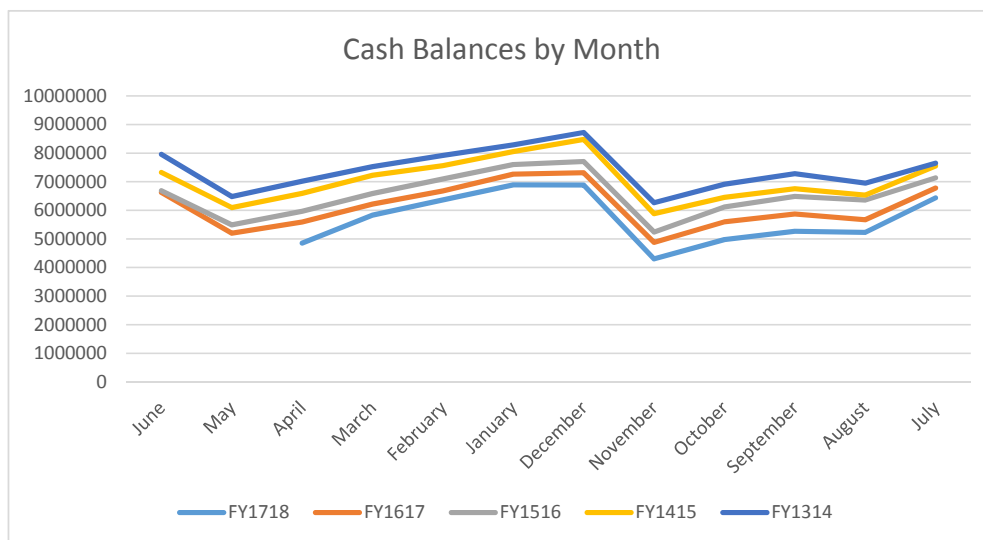
ATTEST:

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SCHOOL DISTRICT CLERK  
SCHOOL DISTRICT NO. 1

**INTEREST EARNED**  
As of 4/30 each Fiscal Year AFTER 2% fee

<b>Fund</b>	<b>Fund Name</b>	<b>FY1314</b>	<b>FY1415</b>	<b>FY1516</b>	<b>FY1617</b>	<b>FY1718</b>
101	ELEMENTARY GENERAL	4165.02	4908.7	4175.25	4422.6	5743.31
110	ELEMENTARY TRANSPORTATION	5264.9	3535.96	949.47	556.5	1040.77
111	ELEMENTARY BUS DEPRECIATION	3675.13	3821.5	3972.98	3908.2	5524.28
112	SCHOOL FOOD SERVICES	131.57	45.96	5.19	7.03	7.62
113	ELEMENTARY TUITION	3.06	16.06	19.95	17.27	47.64
114	ELEMENTARY RETIREMENT	1556.72	1416.72	973.39	1105.31	1917.05
120	ELEMENTARY RENTAL FUND	79.43	77.64	81.64	116.36	148.88
121	COMPENSATED ABSENCES LIABILITY FUND	291.45	332.49	400.08	419.3	527.68
124	METAL MINES TAX RESERVE	483.98	552.14	664.39	696.3	1062.92
128	ELEMENTARY TECHNOLOGY FUND	279.92	429.44	367.19	344.58	504.74
129	ELEM FLEXIBILITY FUND	808.04	1029.33	1219.64	1162.8	1569.92
150	ELEMENTARY DEBT SERVICE	995.68	1151.19	1089.86	845.56	32.2
160	ELEMENTARY BUILDING FUND	60.39	109.5	127.23	133.34	203.51
161	ELEMENTARY BUILDING REVERCE FUND	3622.13	4222.45	5046.73	5456.83	5468.58
201	HIGH SCHOOL GENERAL	2321.2	2498.26	1984.41	1848.88	2782.89
210	HIGH SCHOOL TRANSPORTATION	2069.22	2195.36	1477.63	533.44	717.31
211	HIGH SCHOOL BUS DEPRECIATION	611.43	535.49	593.28	723.9	1277.07
213	HS TUITION	8.42	13.93	5.21	0.18	1.56
214	HIGH SCHOOL RETIREMENT	1020.3	633.68	536.36	412.09	717.13
217	ADULT EDUCATION	256.57	287.63	304.31	250.3	332.54
218	TRAFFIC EDUCATION	9.17	58.36	78.54	101.05	156.25
220	HIGH SCHOOL RENTAL FUND	41.35	42.49	54.59	45.52	85.42
221	HIGH SCHOOLCOMPENSATED ABSENCES	121.21	126.74	148.92	150.76	218.9
224	METAL MINES TAX RESERVE	782.97	818.71	961.93	973.73	1413.84
228	HIGH SCHOOL TECHNOLOGY FUND	477.71	549.24	709.45	796.17	1104.72
229	H S FLEXIBILITY FUND	718.12	763.28	910.27	928.95	1401.53
260	HIGH SCHOOL BUILDING FUND	326.87	346.3	406.89	411.86	598.04
261	H S BUILDING RESERVE FUND	3920.54	4591.45	5744.2	4750.61	4561.53
281	HIGH SCHOOL ENDOWMENT FUNDS	451.13	477.11	574.33	603.19	891.57
282	INTERLOCAL AGREEMENT FUND	909.85	1532.88	2134.93	2379.71	4326.93
<b>TOTAL INTEREST EARNED</b>		<b>\$35,463.48</b>	<b>\$37,119.99</b>	<b>\$35,718.24</b>	<b>\$34,102.32</b>	<b>\$44,386.33</b>



LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/14/2018

Agenda Item No.

19

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

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

Requested By: Board of Trustees    Prepared By: Rebekah Rhoades

**SUMMARY:**

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

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

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

**NOTES:**

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

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

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

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

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

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

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

**DONE** at Lewistown, Montana, this 14th day of May 2018.

**ATTEST:**

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

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

**To be published in the News Argus on May 16, 2018**

**P.O. #**

### **BIDDING INFORMATION**

Any person's interested in purchasing any of the surplus items listed may submit a sealed bid for said purchase. Bids should be submitted to: Lewistown Public Schools, Attn: Rebekah Rhoades, 215 7<sup>th</sup> Ave South, Lewistown, MT 59457. Bidding will close on Wednesday, May 30, at 12:00 p.m. Bidders will be notified of the results. For general questions, please contact Rebekah Rhoades at 535-8777 x 116.

## SURPLUS LIST Spring 2018

### **Highland Park:**

HP color laser jet CP1215 - Broken

### **Fergus High School:**

Magnavox TV - Works

### **Lincoln Building:**

2001 Mimio Whiteboard digital meeting assistant  
Dell Flat Screen Monitor  
Dell Flat Screen Monitor  
Acer LCD Monitor  
Rexon External hard drive  
Que DVD burner  
Sharp 32 in  
HP Laserjet Color Printer  
TV rolling cart grey  
TV rolling cart black  
Panasonic Video Cassette Recorder  
Magnavox TV w/wall mount  
Zenith  
Sony D VD Recorder  
Pioneer CD Player  
JVC CD\DVD Player  
Acer LCD Monitor  
Handheld Video Camera  
Magnavox 12 in TV  
HPDeskJet 970Cxi  
Pacific Image slide and film scanner  
Epson stylus C82  
Samsung Digital Presenter  
Wooden bookshelf with rollers  
Epson Scanner 4180 Photo  
Movie Box DV Pinnacle System  
Brown metal bookshelf 5 shelves  
RCA VCR  
Zenith VCR  
Polaroid LCD Projector 215E  
6 channel Microphone mixer  
Panasonic color video TV  
Brown metal TV cart with wheels  
Sony camera/video Recorder  
Cable splitter  
Panasonic Video Cassette Recorder  
Tungsten Palm one E2  
Lockable computer cart on wheels  
Channel 1 network weneger  
Coby dvd\cd player  
Memorex dvd player  
Philips VHS player  
HP Deskjet 5550  
Dell Windows xp  
Computer desk, on wheels, brown  
Sylvania DVD\VHS player  
Realistic VHS recorder  
Smart video projector document camera  
Sony handheld video camera  
Panasonic handled video camera

Canon handheld video camera  
Casio handled camera  
ProScreen 4000 Projector  
EIKI LC4300 Projector  
Radio shack video camera microphone system  
RCA TV  
Kinyo super slim VHS rewinder  
Camera Tripods  
Brown plastic 3 shelf roll cart.  
Sony handycam visions  
Short brown table, no wheels  
Wollen sak 3m cassette recorder  
IBM selectric 2 typewriter electrical  
Film strip previewer  
Belle and Powell projector  
Apple image writer 2  
Overhead projector 566 3m company  
Apollo eclipse overhead projector  
Singer instant load tape recorder  
Singer slide projector  
Tenicolor film loop player  
Sharp video camera  
Telex 8160 cassette projector  
Micro design 4010 data terminal  
3M 1700 Overhead Projector  
EIKI Still projector  
3M Projector  
Lenovo ThinkPad sl500  
Toshiba Projector  
NEC projector  
Dell Palm Pilot  
Sharp 32 in TV  
Toshiba VCR  
NEC projector  
IBM ThinkPad  
5 - Dell Monitors  
Box of used power supplies  
Old floppy drives  
Old CD player for computer iDE drive  
Box of ps2 Keyboards  
IBM external floppy drive  
Box of incomputing stations  
5 - Dell Optiplex 740 Desktop  
Box of sound cards  
Nyrius universal video modulator  
Dell Optiplex gx270 Desktop  
Firewire 1394 3 port adapter  
NEC projector

### **Maintenance:**

8 - 2' x 4' fluorescent light fixtures & incandescent light bulbs

**\*\*Working condition of any technology items are unknown and cannot be guaranteed usable\*\***

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/14/2018

Agenda Item No.

20

ITEM TITLE: FIRST READING – BOARD POLICY #3224 – STUDENT DRESS

Requested By: Thom Peck Prepared By: Thom Peck

**SUMMARY:**

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

**SUGGESTED ACTION:** First Reading of Board Policy #3224 – Student Dress

☒ Additional Information Attached

**NOTES:**

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

## Lewistown School District

### STUDENTS

3224

#### Student Dress

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

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

These guidelines will take effect at the 2018 Graduation Ceremony.

#### Policy History:

Adopted on: June 28, 2004

Revised on:

LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana

**BOARD AGENDA ITEM**

Meeting Date

05/14/2018

Agenda Item No.

21

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

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

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**SUMMARY:**

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

Substitute Teacher/Aide List:

Sara Thompson  
David Kelsey

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

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☐ Additional Information Attached

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**NOTES:**

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

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

**BOARD AGENDA ITEM**

**Meeting Date**

05/14/2018

**Agenda Item No.**

22

**ITEM TITLE:** APPROVE PERSONNEL REPORT

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

**SUMMARY:**

Attached is the Personnel Report for your review.

**SUGGESTED ACTION:** Approve All Items

☒ **Additional Information Attached**

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**Monday, May 14, 2018**

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

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**Monday, May 14, 2018**

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
<b>Robins, Jayme</b>	Elementary Teacher	Garfield	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Sanders, Casey</b>	Special Education Teacher	Jr. High	Approve appointment on schedule -MA Step 8 1.0 FTE	7/1/2018	Tim Majerus/Jeff Friesen	Replacing Chelsey Lund (replaced Brittany Summerhays)
<b>Taylor, Tara</b>	Volleyball Coach	Fergus High School	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Tolzien, Jennifer</b>	Paraprofessional	Jr. High	Accept Letter of Resignation	6/30/2018		See attached letter.
<b>Wirtzberger, Katie</b>	Elementary Teacher	Jr. High	Approve appointment on schedule -BA Step 4 (Actual Step 0) 1.0 FTE	7/1/2018	Scott Dubbs	Replacing Krystal Ferguson

# Memorandum

**To:** Thom Peck, Superintendent  
**From:** Diane Oldenburg, Driver Education Director  
**Date:** April 18, 2018  
**Re:** Summer Driver Education

I am requesting the Board of Trustees approval to hire Mauri Elness and Chad Armstrong to instruct the Driver Education summer session for 2018. They have each received the appropriate Traffic Education Endorsement from the Office of Public Instruction to teach Driver Education.

Approximate dates of employment and approximate contract amounts:

Chad Armstrong      June 1-June 29, 2018      \$1,440.00 (BTW only-72 hours)

Mauri Elness      June 1-June 29, 2018      \$2,920.00 (Classroom & BTW-146 hours)

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

215 7th Avenue South  
Lewistown, MT 59457

Chris Rice, Director  
(406) 535-9012

TO: Lewistown Board of Trustees

DATE: May 10, 2018

FROM: Chris Rice

RE: Extended School Year

Please note the following recommendations for Special Education Extended School Year (ESY) staffing. ESY is required under the Individuals with Disabilities Education Act (IDEA) for those students with disabilities who show severe regression over non-instructional periods and require a prolonged period of time to recoup the skills. The need for ESY is an Individual Education Plan (IEP) Team decision, documented on the IEP.

The district's ESY program will be held August 6<sup>th</sup> through 17<sup>th</sup>, with current kindergarteners served at Garfield, students currently in Grades 1-4 served at Highland Park, and students currently in Grades 5-11 served at FHS. Students needing speech therapy will be served concurrently by a therapist from the Central Montana Learning Resource Center Cooperative.

Additional recommendations for staffing may be made at the June Board meeting, contingent on confirmed student enrollment.

#### Staffing Recommendations for ESY

Leslie Long, special education teacher, \$17.50/hour, up to 105 hours  
Chelsey Lund, special education teacher, \$17.50/hour, up to 105 hours  
Jill Murphy, special education teacher, \$17.50/hour, up to 70 hours  
Lisa Shelagowski, special education teacher, \$17.50/hour, up to 70 hours

Jenifer Blazicevich, paraprofessional, \$15.00/hour, up to 70 hours  
Judy Fry, paraprofessional, \$15.00/hour, up to 70 hours  
Emily Hodge, paraprofessional, \$15.00/hour, up to 70 hours

Thank you.

SERVING SPECIAL STUDENTS IN

FERGUS, WHEATLAND, GOLDEN VALLEY, PETROLEUM, MUSSELSHELL AND  
JUDITH BASIN COUNTIES

Angela Archuleta  
914 West Main Street  
Lewistown, Montana 59457  
April 25, 2018


Thom Peck  
Superintendent  
Lewistown School District #1  
215 7<sup>th</sup> Avenue South  
Lewistown, Montana 59457

Dear Thom Peck:

I wanted to officially notify you that I am resigning from my position as the Lewistown Junior High School and Lewis and Clark Elementary Librarian for the 2018-2019 School Year. I have the opportunity to serve as the Flathead High School Librarian and have accepted that position. The Kalispell School Board has approved my hiring and Michele Paine, Flathead High School's principal notified me this morning via e-mail.

I want you to know that I really enjoyed working here. I have grown from my experience. I plan to announce the opening of this position through library channels as well as provide the position description to the three librarian endorsement programs in the state. I will miss you all. However, my husband and I have wanted to live in the Flathead Valley for over twenty years and we now have an opportunity to fulfil that dream.

Sincerely,



Angela Archuleta

April 16, 2018

Krystal Ferguson

Dear Mr. Majerus,

I would like to inform you that I am resigning from my position as the Junior High Art/ History teacher at the end of the current 2018 contracted year. I have taken an Elementary School Counselor position at Four Georgians in Helena starting August 2018.

Thank you very much for the opportunities for professional and personal development that you have provided me during the last seven years. Words cannot express my gratitude and appreciation. I will miss you all greatly.

<https://mail.google.com/mail/u/0/?ui=2&ik=60da97ecc0&jsver=94UhIPUHk0k.en.&view=pt&search=inbox&th=162d5c1c49b31f25&siml=162d5c1c49b31f25>

April 10, 2018

To Whom It May Concern:

Over the past two school years, I have had the extreme pleasure of working for the Lewistown Public School District at Highland Park School. It has truly been an amazing experience and I have enjoyed working with the fantastic staff and administration. I could not ask for a better place to work. So, with that being said, it is extremely difficult for me to write this letter. I am currently expecting my first child in August and after looking over finances and talking things over, my husband and I decided it would be best that I stay home with our little girl next year. I am very excited to be able to care for our child but it was also a hard choice for me since I also love what I do. I intend for my last day to be May 31, 2018. I hope that in the future I am able to have the pleasure of working with the Lewistown School District again! Thank you again for the opportunity to work for such an amazing workplace!

Sincerely,

A rectangular box containing a handwritten signature in dark ink, which appears to read "Alex Lamb".

Alex Lamb



**EILEEN NEWMAN**

**2218 joy land Road  
Lewistown Montana 59457  
1-406-535-7338**

**April 24, 2018**

**Amie Friesen  
Lewistown Public School  
215 7<sup>th</sup> Avenue South  
Lewistown Montana 59457**

**Dear Amie**

**I want to inform you I will be retiring May 31 2018 as a kitchen aide**

**Sincerely**

**Eileen Newman**

4/17/18

To Matt/School Board,

It is with mixed feelings that I write this letter informing you that I am resigning my position with Highland Park Elementary. It was a privilege to work in Lewistown and I am grateful for the experience. It has been a rewarding and successful year and I am truly thankful for the guidance from administration and fellow teachers.

I have been offered an opportunity to work on the family ranch. This new endeavour allows me to follow another passion of mine in agriculture. The Lewistown School District will always hold a special place in my heart because of the children that I have taught, friendships I have made, and the knowledge I have gained. Thank you for an incredible start to my working career.

Sincerely,

Jayne Robins

April 26, 2018

Dear Lewistown Public Schools,

I am writing this letter of resignation for my contract I hold in the food service for the second bakers position. I will carry out my contract for the rest of the 2017/2018 school year ending on May 31, 2018. I would like to continue on as a substitute for the 2018/2019 school year.

If you have any questions please contact me at (406)672-5357. Thank you for giving me the opportunity to serve you and the children of our school system.

Sincer

Yvette Hersel

May 8, 2018

To whom it may concern,

It is with many mixed emotions that I will be resigning my position as Head Fergus High Volleyball coach. It has come to a point that my working career and coaching career are no longer able to align and afford me the opportunity to do what I have loved and had a passion for over the last several years. I am forever grateful for the last 22 years that I have had the opportunity to do something special and work with such outstanding young female student athletes. I am also very thankful for the ongoing support that has been received over the years from the administration and the community here in Lewistown. I feel truly blessed that I was able to align my work profession and coaching for as long as I did and be part of a wonderful tradition, the Fergus Eagles. My time here has provided me with many cherished memories as I move forward in my work profession and leave this wonderful community of Lewistown.

In effort to make this coaching transition as seamless as possible, it is my recommendation that Adrienna DeCock be considered for the head volleyball coaching position. She has assisted me the past few seasons in a volunteer coaching capacity bringing knowledge, energy, and passion to the program. She would be an excellent choice to continue the tradition of excellence at Fergus High. It would also be my recommendation that Ashley Jenness and Jean Irish continue as assistant coaches in the volleyball program to assist in this seamless transition. These three individuals would provide a sound, unified staff, moving the volleyball program forward.

Once again, thanks for a great 22 years!

Sincerely,

Tara Taylor  
Head Fergus High Volleyball Coach

March 24, 2018

Jennifer Tolzien  
Po Box 45  
Lewistown, Mt 59457

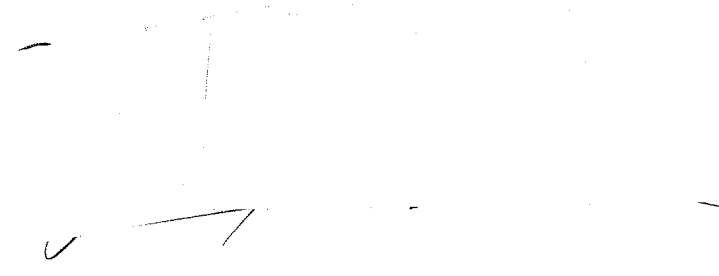
Dear Mr. Majerus

I am giving my official resignation as an Instructional Aide for the Lewistown Junior High following this contract year. This is due to the fact that my family will be relocating to Billings. My husband has been offered a great opportunity in Billings that he could not turn down.

I've enjoyed my time at Lewistown Junior High. The students and the staff here have been a blessing to be around and I will truly miss working with such a great staff. I have learned so much and I appreciate the opportunity to improve my teaching experiences.

Thank you.

Sincerely,



Jennifer Tolzien

May 2, 2018

Jeff Elliott  
Lewistown Public Schools

As of today I am submitting my notice. I will be finished with my job on Thursday May 10, 2018.  
I have been offered another position and I feel that it is time for me to move on.

Thank you for the opportunity to work for the School district for the last 11 years.

Sincerely

Robin Moline

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

***Excellence Today, Success Tomorrow***

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

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

**LEWISTOWN PUBLIC SCHOOLS**  
**2017-2018 SCHOOL CALENDAR**

**A. Pupil Instruction**

First Semester					89 Days	Second Semester					90 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug	24 --	Aug	25	2	First Week	Jan	22 --	Jan	26	5
Second Week	Aug	28 --	Sept	1	5	Second Week	Jan	29 --	Feb	2	5
Third Week	Sept	5 --	Sept	8	4	Third Week	Feb	5 --	Feb	9	5
Fourth Week	Sept	11 --	Sept	15	5	Fourth Week	Feb	12 --	Feb	16	5
Fifth Week	Sept	18 --	Sept	22	5	Fifth Week	Feb	19 --	Feb	22	4
Sixth Week	Sept	25 --	Sept	29	5	Sixth Week	Feb	26 --	Mar	2	5
Seventh Week	Oct	2 --	Oct	6	5	Seventh Week	Mar	5 --	Mar	9	5
Eighth Week	Oct	9 --	Oct	13	5	Eighth Week	Mar	12 --	Mar	16	5
Ninth Week	Oct	16 --	Oct	18	3	Ninth Week	Mar	19 --	Mar	23	5
Tenth Week	Oct	23 --	Oct	27	5						<b>44</b>
					<b>44</b>						
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct	30 --	Nov	1	3	First Week	Mar	26 --	Mar	29	4
Second Week	Nov	6 --	Nov	10	5	Second Week	Apr	3 --	Apr	6	4
Third Week	Nov	13 --	Nov	17	5	Third Week	Apr	9 --	Apr	13	5
Fourth Week	Nov	20 --	Nov	21	2	Fourth Week	Apr	16 --	Apr	20	5
Fifth Week	Nov	27 --	Dec	1	5	Fifth Week	Apr	23 --	Apr	27	5
Sixth Week	Dec	4 --	Dec	8	5	Sixth Week	Apr	30 --	May	4	5
Seventh Week	Dec	11 --	Dec	15	5	Seventh Week	May	7 --	May	11	5
Eighth Week	Dec	18 --	Dec	20	3	Eighth Week	May	14 --	May	18	5
Ninth Week	Jan	3 --	Jan	5	3	Ninth Week	May	21 --	May	25	5
Tenth Week	Jan	8 --	Jan	12	5	Tenth Week	May	29 --	May	31	3
Eleventh Week	Jan	16 --	Jan	19	4						<b>46</b>
					<b>45</b>						

**Totals**

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

August 22-23	PIR	2.00
October 19-20	Staff Development Days - Teachers Convention	2.00
November 1-2	Parent Teacher Conferences (Evening on Nov 1, All Day on Nov 2)	1.50
January 15	PIR	1.00
March 27	Parent Teacher Conferences - Evening <u>ONLY</u> (Regular Day for Students)	0.50
Floater	PIR	1.00
		<b>8.00</b>

**Holidays / Vacations (Dates Inclusive)**

**C.**

September 4	Labor Day
October 19-20	Fall Vacation (Teachers - Convention)
November 2	Parent Teacher Conferences (Vacation Day for Students)
November 3	Vacation Day
November 22-24	Thanksgiving Vacation
December 21-January 2	Winter Break
January 15	PIR (Vacation day for Students)
February 23	Vacation Day
March 30-April 2	Spring Break
May 28	Memorial Day