

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 7th Ave South
Lewistown, Montana 59457

MONDAY, May 8, 2023

Meeting ID

meet.google.com/ccw-qomy-dip

Phone Numbers

(US)+1 605-743-0395

PIN: 421 669 826#

Page One of Two

REGULAR BOARD MEETING

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Motion to Set Agenda
4. Recognition of Cheerleaders and Coaches
5. Recognition of BPA Members and Coach
6. Student Presentation – Alex Naber, Eagle Scout Project
7. Discussion – Bond Update
8. Report—Student Representative
9. Report—LEA
10. Report—Committees of the Board
11. Calendar Items, Concerns, Correspondence, Etc.
12. Report—Budget Update
13. Report—Investment
14. Report—Superintendent

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

16. Minutes of the April 17, 2023, Regular Board Meeting

APPROVAL OF CLAIMS

17. Claims

INDIVIDUAL ITEMS

18. Canvass of Election Results—Trustee Election & Elementary General Fund Levy

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 7th Ave South
Lewistown, Montana 59457

MONDAY, May 8, 2023

Page Two of Two

19. Approve Contracting with the Fergus County Clerk and Recorder's Office to Act as Election Administrator for School Elections
20. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property
21. Approve Fergus County Investment Resolution
22. Approve MHSA Application for Boys and Girls Coop Wrestling
23. Approve 5.0 GPA Scale for Fergus High School Advanced Placement and Dual Credit Classes
24. Approve MHSA Catastrophic Insurance, Concussion Insurance and Dues
25. Approve Montana Seal of Biliteracy for graduates
26. Approve Additions to the Substitute List for the 2022-2023 School Year
27. 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>*

OATH OF OFFICE

Rebekah Rhoades, Business Office Manager of Lewistown Public Schools, will Administer the Oath of Office to Kris A. Birdwell, John M. Carlson and Lisa Koch for 3-year terms. Oath of Office will be issued to either Scott A. Dubbs or Kevin Hodge for the 2-year term once provisional ballots are counted after 3:00pm on Monday, May 8, 2023.

ORGANIZATION MEETING (Following the Regular Board 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

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.

REGULAR BOARD MEETING

Lewistown Public Schools

Board of Trustees

May 8, 2023

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

4

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

ITEM TITLE: RECOGNITION OF CHEERLEADERS AND COACHES

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

SUMMARY:

Jennifer Pfau, Head Coach and Rayna Phelps, Assistant Coach along with the Cheerleaders will be introduced and will give their perspective to on the past season.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

5

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

ITEM TITLE: RECOGNITION OF BPA MEMBER AND ADVISOR

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

SUMMARY:

Diane Lewis. BPA advisor, will introduce the BPA members for the 2022-2023 year.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

6

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

ITEM TITLE: STUDENT PRESENTATION – ALEX NABER, EAGLE SCOUT MUSIC CLASSROOM PROJECT

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

Alex Naber, Fergus High School Student, will present to the board her Eagle Scout Music Classroom Project.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/4/2023

Agenda Item No.

7

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

ITEM TITLE: DISCUSSION BOND UPDATE

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

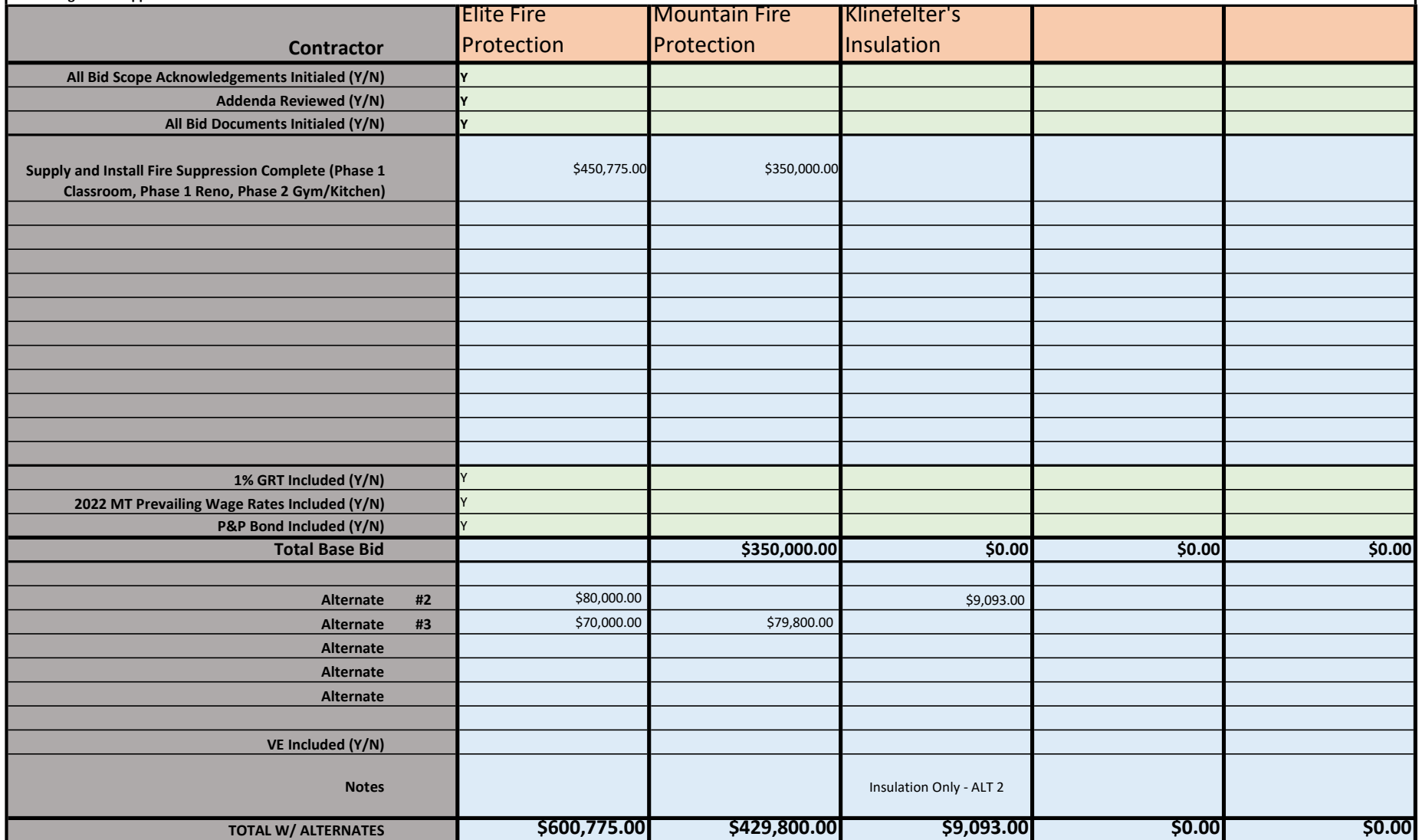
Discussion will take place regarding updates and progress on the elementary bond presented by Shane Swandal, Hulteng Corporation. Attached are the most recent bids reviewed by the Building and Grounds Committee and accepted by Sletten Construction.

SUGGESTED ACTION: Informational

☒ Additional Information Attached

NOTES:

Bid Package: Fire Suppression



Project: LPS - L&C Gym & Kitchen

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

Bid Package: Flooring



Contractor	Western Sports Floors				
All Bid Scope Acknowledgements Initialed (Y/N)	Y				
Addenda Reviewed (Y/N)	Y				
All Bid Documents Initialed (Y/N)	Y				
Supply and Install All Flooring Complete (packaged discount)					
Supply and Install Gym Wood Flooring AND Striping "WD1"	\$234,257.40				
Supply and Install Luxury Vinyl "LVT-1"					
Supply and Install Epoxy Flooring "EF-1"					
1% GRT Included (Y/N)					
2022 MT Prevailing Wage Rates Included (Y/N)					
P&P Bond Included (Y/N)					
Total Base Bid	\$234,257.40	\$0.00	\$0.00	\$0.00	\$0.00
Alternate					
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$234,257.40	\$0.00	\$0.00	\$0.00	\$0.00

Project: LPS - L&C Gym & Kitchen

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

Bid Package: Acoustical Ceiling Tile



Contractor	Just Rite Acoustics				
All Bid Scope Acknowledgements Initialed (Y/N)					
Addenda Reviewed (Y/N)					
All Bid Documents Initialed (Y/N)					
Supply & Install Acoustical Ceiling Tile Complete	\$22,058.00				
1% GRT Included (Y/N)					
2022 MT Prevailing Wage Rates Included (Y/N)					
P&P Bond Included (Y/N)					
Total Base Bid	\$22,058.00	\$0.00	\$0.00	\$0.00	\$0.00
Alternate	\$5,767.00				
Alternate					
Alternate					
Alternate					
Alternate					
VE Included (Y/N)					
Notes					
TOTAL W/ ALTERNATES	\$27,825.00	\$0.00	\$0.00	\$0.00	\$0.00

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

8

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Julia Kunau

SUMMARY:

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

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

School Board Meeting Student Report

Julia Kunau

Student Life

- Students have been taking AP tests and will continue into mid May
- Semester tests will begin the last week of school
- Seniors are excited for graduation and other end of the year activities, such as the Eagle Walk and brunch
- Weighing GPAs from freshmen year
 - use 5 point scale for Advanced Placement/ Dual Credit classes so students can be competitive when applying for scholarships and colleges

Club Activities & Sports

- **BPA**
 - National Leadership Conference was in Anaheim, CA April 26-30
 - 6 members competed in various events and partook in educational sessions and meetings
 - Julia Kunau served as a national voting delegate as the State Vice President of MT BPA
- **FCCLA**
 - 3 members will compete at the National Leadership Conference in Denver, CO July 2-6 (currently fundraising for this)
- **FFA**
 - Hosting an end of the year banquet May 10 to celebrate accomplishments and install officers for next year
 - Holding a greenhouse sale over Mother's Day weekend (everyone is invited to come and support!)
- **GSA**
 - Partnering with the Lewistown Public Library to give resources to community members during Pride Month
 - Holding regular meetings to promote inclusivity
- **Key Club**
 - President Lauren Plagenz is attending regular Kiwanis meetings to be aware of community service opportunities to present to the club for next year
- **Student Council**
 - Officer elections for Student Body and Class were held
 - Working on "thank you" gifts to show appreciation for our staff during national staff weeks (National School Nurse Week May 6-12) and on uplifting notes to give to each student for Mental Health Awareness Month
 - Having a retreat at Central Feed May 10 to review this past year and plan for next year
- **Band & Choir**

- State Musical Festival in Billings May 5-6 (several individual student and the jazz band will be competing based on their superior scores at District Music Festival April 23)
- Band Concert Grades 7-12 May 9 at 7pm
- Choir Concert May 16 at 7pm
- **Softball**
 - Had a home game vs Laurel May 2 (JV won)
 - Traveling to Livingston May 3
- **Tennis**
 - Had successful meets in Hardin and Glendive
 - Traveling to Billings May 5-6
 - Holding a home meet May 12 and divisionals May 18-20 (the team would love everyone's support!)
- **Track**
 - Traveled to Butte April 29 (lots of PRs and placings)
 - Traveled to Laurel's Roundtable Top 10 May 2 (many members rank in the top 10 of the division and Class A)
 - The team looks forward to divisionals in two weeks and state in three weeks.

We wish the best of luck to all of these sports teams as they continue competing!

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

9

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

ITEM TITLE: REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

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

SUMMARY:

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

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

10

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

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

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

SUMMARY:

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

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

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

STANDING COMMITTEES OF THE BOARD

2022-2023 School Year

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

OTHER COMMITTEES WITH BOARD REPRESENTATION

2022-2023 School Year

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

11

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

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

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

SUMMARY:

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

- OPI Letter – Guest Teachers Education and Support
- OPI Letter – Waiver for Montana Made Assessment System (MAST)
- Legislative Update and Adjournment
- 20 Day Plans

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

12

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

ITEM TITLE: REPORT—BUDGET UPDATE

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

SUMMARY:

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

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

2023-2024 PRELIMINARY BUDGET PROJECTION As of 5/4/2023

ELEMENTARY

Current Year (2022-2023) Budget	\$7,018,871.9	
2023-2024 Projected Budget	\$7,216,778.6	without a vote
FY23 Budget vs FY24 Budget	\$197,906.6	higher without a vote
FY24 Projected Expenditure	\$7,248,534.0	
<u>Preliminary</u> Budget Shortfall/Surplus	(\$31,755.46)	without a vote

HIGH SCHOOL

Current Year (2022-2023) Budget	\$3,352,482.3	
2023-2024 Projected Budget	\$3,465,179.9	without a vote
FY23 Budget vs FY24 Budget	\$112,697.6	higher without a vote
FY24 Projected Expenditure	\$3,623,821.8	
<u>Preliminary</u> Budget Shortfall/Surplus	(\$158,641.86)	without a vote

Unknowns: Retirements/Staff Resignations (ongoing), Kindergarten Enrollment, Title I Funding

Projections include: Legislature, 5.9% Health Insurance increase for certified staff, 5.9% Health Insurance increase for classified staff, All Staff moved in Years of Experience, New Classified Matrix, 4% increase for all Classified Admin (no salary matrix), Certified and Certified Admin salary matrix increases, Spring Enrollment, Use of Permissive Building Reserve Fund to pay for Counselor wages at both the Elementary and High School, use of ESSER Funds to pay for additional staffing (see below)

ESSER Funds Used

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

13

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

ITEM TITLE: REPORT—INVESTMENT

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

SUMMARY:

Interest earned and distributed for April 2023 was as follows:

Elementary	\$1,125.72
<u>High School</u>	<u>\$1,100.83</u>
TOTAL	\$2,226.55

Elementary Bond STIP Interest for March 2023 was \$78,163.92. Elementary Bond STIP Interest for April was not available at the time of posting

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

NOTES:

LEWISTOWN PUBLIC SCHOOLS

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

14

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

ITEM TITLE: REPORT—SUPERINTENDENT

Requested By: Superintendent Prepared By: Superintendent

SUMMARY:

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

- ❖ MTSBA Board Training, 2 hours – Wednesday, May 24
- ❖ Staffing Update – May 10 in-person MSU Career Fair (Bus Driver, Food Server, Second Cook, Pre-K Special Education, Special Education at LJH, 1st Grade (2 positions), K-3 Music, FHS Social Studies, FHS English and FHS Principal
- ❖ Rural Health Behavior Initiative – Screener for 7th & 8th Graders – Mr. Friesen
- ❖ Extra 13 minutes to make up instructional time from Snow Days, May 15th Regular School
- ❖ Retirement Dinner (4 Staff Members and 3 Board Members) – **May 23rd at 6:00 p.m. at the Yogo. RSVP's**
- ❖ Graduation is May 28th beginning at 2 pm – Board Members attending?
- ❖ SBAC and AP Testing almost complete, 16 Students qualified for State Music Festival
- ❖ “Read & Feed” at Head Start – FHS Student/Athletes
- ❖ FHS Student Council Retreat – May 10th
- ❖ Science Fair Feedback and L&C Wax Museum – Friday, May 19th, 1:10 pm – 2:45 pm
- ❖ 8th Grade Dance @ Megahertz Building (Day Building) – May 12th
- ❖ FHS Music Concert – Tuesday, May 9th
- ❖ L&C Music Concert – Thursday, May 11th
- ❖ LJH Music Concert – Tuesday, May 16th
- ❖ Summer Driver's Ed First Class – May 16
- ❖ Battle of the Books at HP – May 25 -26
- ❖ Kinder Screening - June 6 & 7 at Garfield
- ❖ Graduation Week Schedule
 - Kiwanis Awards, NHS and Senior Awards – May 15 beginning at 7 p.m.
 - Senior Brunch - Wednesday, May 17 @ 10 a.m.
 - Baccalaureate – Wednesday, May 17 beginning at 7 pm
 - Senior Finals (1-3). (4-5) & (6-7) and Senior Picnic (Weather Permitting) – May 22nd
 - Graduation Practice & Checkout plus “Eagle Walk” – May 25th
 - GRADUATION – Sunday, May 28, 2:00 p.m.
- ❖ Summer Schedule—Lincoln Building hours are 7 a.m. – 5 p.m. closed on Fridays (begins June 5, 2023)

End of Year Athletic Events:

TNS Divisionals @ Lewistown, May 18-19; STATE @ Missoula, May 25-26
SB Divisionals @ ; STATE @ Belgrade, May 25-27
TR Divisionals @ ; STATE @ Laurel, May 26 & 27

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

15

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

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

05/08/2023

Agenda Item No.

16

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

ITEM TITLE: MINUTES

Requested By: Board of Trustees Prepared By: Rebekah Rhoades

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the April 17, 2023, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ Additional Information Attached

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM and via Google Meet
215 Seventh Avenue South
Lewistown, Montana 59457**

MONDAY, April 17, 2023

REGULAR BOARD MEETING

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

1. ROLL CALL
TRUSTEES PRESENT:
Kris Birdwell, Whitney Brady, Jeff Southworth, Zane Fulbright, Doreen Heintz, CJ Bailey
TRUSTEES ABSENT:
Phil Koterba
STAFF PRESENT:
Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades and others via Google Meet.
OTHERS PRESENT:
Heidi Weber - KXLO Radio, Lewistown News-Argus, Julia Kuneau – Student Representative to the Board, Kim Beaudry – Cushing Terrell, Shane Swandal - Hulteng and other interested parties via Google Meet.
2. PLEDGE OF ALLEGIANCE
3. Motion to Set Agenda to move Kim Beaudry to present about the FHS Heat Pumps after Agenda #5 – approved unanimously (Birdwell/Bailey)
4. Recognition of Girls Basketball Team and Coaches
Newell Roche, Head Basketball Coach, recognized the Girls Basketball team and coaches for their accomplishments this season.
5. Recognition of Boys Basketball Team and Coaches
Scott Sparks, Head Basketball Coach, recognized the Boys Basketball team and coaches for their accomplishments this season.

Presentation - Kim Beaudry, Cushing Terrell, shared information regarding the Fergus High School Heat Pump Replacement Project that will be action item #21 later in the agenda. ESSER Funding will be used to complete this project and the project will qualify for a Northwest Energy rebate and additional yearly savings in energy costs.

6. Discussion – Bond Update
Shane Swandal, Hulteng Inc., reported on the status of the Bond including Lewis & Clark Phase I, Lewis & Clark Phase II and Junior High Phase I. He shared that there are several bids taking place, including the fire sprinklers at Lewis & Clark. Garfield is currently in the design phase.

7. Report—Student Representative
Julia Kuneau, Student Representative, reported on the happenings at Fergus High School. Mr. Peck shared that Fergus High School will be moving to a 5.0 grading scale starting in the 2023-2024 school year.
8. Report—LEA
Luke Brandon, LEA President, was unable to attend the meeting.
9. Report—Committees of the Board
There were no committee meetings.
10. Calendar Items, Concerns, Correspondence, Etc.
Mr. Peck shared the following with the Board:
 - 2022-2023 Accreditation Status Reports
 - OPI Letter on Graduation Requirements
 - Elementary Levy Promotion
 - Central Montana Youth Challenge – Three Panelists will present to students and the community
 - 20 Day Plans
 - The USPS Post Master contacted the school about flyers being put in mailboxes by Trustee Candidates.

Trustee Fulbright reported that MTSBA recommended the Emergency Policies be updated. Rebekah and Thom will be working on this in the near future.

SUPERINTENDENT'S REPORT

11. Report—Election Information
Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2023 School Election Calendar and advised them of the Trustee seats that will be up for election in 2023 – Kris Birdwell, Doreen Heintz and Jeff Southworth. The 2-year seat vacated by Phil Koterba will also be on the ballot.
12. Report—Budget Update
Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the budget outlook for 2023-2024 school year.
13. Report—Investment
Interest for March 2023 was \$947.87 in the Elementary and \$812.12 in the High School for a total of \$1,759.99. Elementary Bond STIP interest was not available and will be reported at the next Board Meeting.
14. Report—Superintendent
Superintendent Peck updated the Board on staffing throughout the District. Mr. Peck reported on the Winter sports GPAs. The State mandated SBAC testing is currently taking place. An OPI pilot study was done on a new test called MAST that takes place through the year and OPI has applied for a waiver that may allow Lewistown Schools to offer the MAST testing in place of the SBAC in the future. The HiSet Options testing is taking place in the near future that will allow certain students to graduate with a diploma. Mr. Peck updated the Board on various dates and events taking place throughout the District.

PUBLIC PARTICIPATION

15. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items
Lisa Koch, apologized for utilizing the Post Office boxes for trustee candidate flyers and stated that she will speak with the Post Master if necessary.

Katie Simpson, parent, is upset with the way that difficult situations at the school. Does not believe that the dress code and phone policy are being enforced. She is concerned regarding the bullying, not only with students, but also with the Board and Staff. She expressed her concern regarding the unhealthy fund in the school district. She believes that we need to say no to our students when the answer is no and provided several other examples of incidents that she does not agree with.

ACTION ITEMS

MINUTES

16. Minutes of the March 13, 2023 Regular Board Meeting
Minutes of the March 20, 2023 Special Board Meeting
– Approved Unanimously (Bailey/Fulbright)

APPROVAL OF CLAIMS

17. Claims – The claims referenced in the 2023-2024 Bill Schedule and submitted through April 14, 2023, were approved unanimously (Brady/Fulbright). The Finance Committee for April – June 2023 is Board Doreen Heintz, Whitney Brady, Zane Fulbright and Kris Birdwell.

INDIVIDUAL ITEMS

18. Approve Application for Girls and Boys Cooperative Sports Wrestling with Hobson School – Approved Unanimously (Birdwell/Southworth)
Mr. Peck reported that Hobson schools unanimously voted to participate in the cooperative. Mandie Wichman, parent of Hobson students, explained that the Hobson High School wrestling program is very small making practice difficult due to the weight sizes for athletes. She requested the program at Hobson join the program at Fergus High School. Trustee Birdwell spoke to the Fergus High School Coach and is supportive of the cooperative. Trustee Fulbright requested clarification on the travel to and from the other schools, to which Mr. Peck stated that the MHSA will approve the document and it will come back to the Board for final approval with that information included.
19. Approve Dental Insurance Rates for 2023-2024 – Approved Unanimously (Fulbright/Southworth)
20. Approve Renewal of Paul Bartos' Certified Administrator Contract – Approved Unanimously (Bailey/Birdwell)
21. Approve Call for Bids for Heating System Pump Replacement at the Fergus High School Building located at 1001 Casino Creek Drive – Approved Unanimously (Bailey/Brady)
22. Approve New Classified Salary Matrix – Approved (Bailey/Fulbright) Birdwell - Abstain
23. Approve Issuing Contracts for the Classified Staff for the 2023-2024 School Year with the amendment to show the correction to Tasha Lahr as a Step 8 – Approved (Fulbright/Bailey) Birdwell - Abstain
24. Approve Additions to the Substitute List for the 2022-2023 School Year – Approved Unanimously (Fulbright/Bailey)
25. Approve Personnel Report with the Excluding the FHS Activity and Athletic Recommendations for Fall/Winter Sports – Approved Unanimously (Birdwell/Bailey)
Approve the FHS Activity and Athletic Recommendations for 2023-2024 Fall/Winter Sports – Approved Unanimously (Fulbright/Southworth)

ADJOURNMENT

The meeting was adjourned at 7:55 p.m. (Bailey). The next regular meeting will be held at 6:00 p.m. on Monday, May 8, 2023, at the Lincoln Board Room.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

17

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** Chris Gobble

SUMMARY:

Approve claims paid through May 5, 2023, as approved by the Finance Committee.

Members of the Finance Committee for April-June 2023 include: Whitney Brady, Kris Birdwell
Zane Fulbright.

SUGGESTED ACTION: Approve Claims as Presented

☐ **Additional Information Attached**

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

18

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

ITEM TITLE: CANVASS OF ELECTION RESULTS—TRUSTEE ELECTION & ELEMENTARY GENERAL FUND ELECTION

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

SUMMARY:

In accordance with 20-20-415, MCA, the Board of Trustees will canvass the results of the May 2, 2023, School District Number One Election.

The attached information shows the UNOFFICIAL results of the school election. OFFICIAL election results will be brought to the meeting after the provisional ballots are counted on Monday, May 8, 2023.

SUGGESTED ACTION: Approve Election Results

☒ **Additional Information Attached**

NOTES:

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

CERTIFICATE OF ELECTION FOR PROPOSITION

(Proposition Title)

To the _____ County Superintendent:

We, the undersigned trustees, certify that the taxpayers of School District No. _____ of _____ County, State of Montana, on _____ day of _____, 20____, voted on the following proposition:

Number of votes FOR: _____

Number of votes AGAINST: _____

* _____ (Print Trustee's name)	_____ (Trustee's signature)
* _____ (Print Trustee's name)	_____ (Trustee's signature)
* _____ (Print Trustee's name)	_____ (Trustee's signature)
* _____ (Print Trustee's name)	_____ (Trustee's signature)
* _____ (Print Trustee's name)	_____ (Trustee's signature)
* _____ (Print Trustee's name)	_____ (Trustee's signature)
* _____ (Print Trustee's name)	_____ (Trustee's signature)

The proposition was thereby _____ approved or _____ disapproved.

*Signatures of Trustees of _____ School District No. _____

DATED this _____ day of _____, 20_____.

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

Detail Results

1 of 2

Machine ID: A Machine #: 4519033255

Fergus County, Montana
School Election
05/02/2023

05/02/2023 20:02:21

First Ballot Date Time: 05/02/2023 14:32:23
Last Ballot Date Time: 05/02/2023 19:52:00

Total Sheets Processed: 2765
Total Ballots Cast: 2765
Blank Sheets Cast: 1

Contest	Votes
TRUSTEE 3YR LEWISTOWN	
(Vote For 3)	
KRIS A. BIRDWELL	2158
JOHN M. CARLSON	1264
DOREEN HEINTZ	1189
LISA KOCH	1461
RANDY RUFF	851
Write-in	35
Write-in	3
Write-in	1
Over Votes	0
Under Votes	1333
Total	8295
TRUSTEE UNEXP LEWISTOWN	
(Vote For 1)	
SCOTT A. DUBBS	1206
KEVIN HODGE	1206
Write-in	20
Over Votes	39
Under Votes	294
Total	2765
ELEMENTARY LEVY LEWISTOWN	
(Vote For 1)	
FOR	1246
AGAINST	1444
Over Votes	0
Under Votes	75
Total	2765

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

19

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

ITEM TITLE: APPROVE CONTRACTING WITH THE FERGUS COUNTY CLERK AND RECORDER'S OFFICE TO ACT AS ELECTION ADMINISTRATOR FOR SCHOOL ELECTIONS IN 2023-2024

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 2023-2024 Fiscal Year in accordance with 20-20-417 MCA.

If the Board chooses to run a polling place election Rebekah Rhoades will be the Election Administrator and the election will be held by the District.

SUGGESTED ACTION: Approve Contracting with the Fergus County Clerk and Recorder's Office to act as Election Administrator for School Elections in 2023-2024

☒ **Additional Information Attached**

NOTES:

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

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 2024:

☐ All Elections

☒ Specific Elections

1. Regular Election, if by mail ballot
2. Special or Bond 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
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

20

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

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

Requested By: Board of Trustees Prepared By: Rebekah Rhoades

SUMMARY:

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

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

☒ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

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:

***** SURPLUS PROPERTY LIST CAN BE FOUND ON THE LEWISTOWN PUBLIC SCHOOLS WEBSITE
www.lewistown.k12.mt.us
OR CAN BE PICKED UP AT THE LINCOLN BUILDING at 215 7TH AVENUE SOUTH *****

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 8th day of May 2023.

ATTEST:

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

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

To be published in the News Argus on May 10, 2023

P.O. #

BIDDING INFORMATION

Any person's interested in purchasing any of the surplus items listed may submit a sealed bid for said purchase. No bids will be accepted for Technology items. Bids should be submitted to: Lewistown Public Schools, Attn: Rebekah Rhoades, 215 7th Ave South, Lewistown, MT 59457. Bidding will close on Wednesday, May 24th, at 12:00 p.m. Bidders will be notified of the results. For general questions or to set up an appointment to view items, please contact Rebekah Rhoades at 535-8777 x 1116.

SURPLUS LIST Spring 2023

Location	Item Description	Quantity	Condition	Other information	Price
Bus Barn	2008 MCI J4500 Motorcoach 56 passenger	1	Works - Good Condition	includes all maintenance records and receipts - 430,776 miles	\$50,000
Bus Barn	1999 MCI 102DL3 Motorcoach 56 passenger	1	Works - Good Condition	806,500 miles - Runs great	\$15,000
Junior High School	Ping Pong Table	1	Poor Condition	Cracked down the middle	Lowest Bid
Fergus High School	Round foldable lunch room tables.	16	Poor Condition		Lowest Bid
Fergus High School	Classroom chairs.	26	Poor Condition		Lowest Bid
Fergus High School	JBL Speaker Professional Series Low Frequency Enclosures	4	Unknown Working Condition	JBL 4508 Bass Reflex Dual Driver	Lowest Bid
Fergus High School	JBL Speaker Professional Series Compression Driver.	4	Unknown Working Condition	JBL 2445J Compression Driver with small horn-2380A	Lowest Bid
Fergus High School	JBL Speaker Professional Series Compression Driver	6	Unknown Working Condition	JBL 2445J Compression Driver with extension neck-2366T and large horn-2366H	Lowest Bid

Technology

****No bids will be accepted on technology items as they are obsolete and unusable****

CTL Chromebooks - 8
 Dell Chromebooks - 27
 Lenovo Chromebooks - 61
 Samsung Chromebooks - 29
 Byte Speed Desktop Computer - 23
 Dell Desktop Computer - 1
 Lenovo Desktop Computer - 1
 Ipads - 3
 Dell Laptop - 1
 HP Laptop - 1
 Lenovo Laptops - 15
 Samsung Laptop - 1
 Acer Monitors - 2
 Dell Monitors - 25
 Intel NUC - 1
 HP Inkjet Printer - 1
 HP Laserjet Printer - 1
 Infocus Projector - 1
 NEC Projector - 4

FHS Agricultural Education Surplus Items Spring 2023

Item number	Description	Quantity	Minimum bid
1	Std. mismatched socket set 3/8 drive (Craftsman Provalue etc.)	11	\$10.00
2	Std incomplete 3/4 ProValue socket set	8	\$5.00
3	Std and metric incomplete ACE sockets	15	\$5.00
4	Std and metric ACE socket set missing socket wrench case	1	\$5.00
5	Std and metric ACE socket set mostly complete case	1	\$5.00
6	Std and metric Master Mechanic socket set mostly complete case	1	\$5.00
7	Mismatched and incomplete screwdrivers nut drivers	11	\$5.00
8	Mismatched and incomplete sockets (Ace Craftsman Pro Value)	20	\$5.00
9	Mismatched and incomplete sockets (ACE ProValue Thorsen)	19	\$5.00
10	Mismatched and incomplete sockets Deep well (Craftsman Allen Wright)	20	\$5.00
11	Mismatched and incomplete sockets(Master Mechanic Ace(19	\$5.00
12	Mismatched and incomplete sockets (Bostich Crescent Snap On)	22	\$5.00
13	Thorson mismatched socket set	10	\$5.00
14	Master Mechanic mismatched and incomplete socket set master mechanic	19	\$5.00
15	Master Mechanic small socket wrench set	10	\$5.00
16	Makita Router	1	\$5.00
17	Mismatched and incomplete combination end wrenches	6	\$10.00
18	Mismatched and incomplete wrenches ACE Truecraft	13	\$10.00
19	Standard Ace combination and incomplete	9	\$5.00
20	Standard Ace combination and incomplete	8	\$5.00
21	Misc. peg board hanging tool organizers	8	\$5.00
22	Bucket of mismatched and incomplete wrenches	40	\$75.00
23	3/4 drive pro-value socket set	1	\$40.00
24	Marquette timing light	1	\$5.00
25	KAC timing light	1	\$5.00
26	Presto light torch	1	\$40.00
27	5-8" C clamps	20	\$40.00
28	Feed scale	1	\$2.00
29	Deep vacuum pump	1	\$5.00
30	Milwaukee 110 drill	1	\$5.00
31	Portable spot welder	1	\$10.00
32	Battery charger	1	\$5.00
33	Parter cable bammer	1	\$10.00
34	Master Mechanic socket set incomplete case	1	\$10.00
35	Enco 7" bandsaw	1	\$40.00
36	Lincoln idealarc 250	1	\$75.00
37	Lincoln idealarc 250	1	\$75.00
38	Lincoln idealarc 250	1	\$75.00
39	Lincoln idealarc 250	1	\$75.00
40	Miller dialarc 250	1	\$150.00
41	Miller dialarc 250	1	\$150.00
42	Craftsman 12" bandsaw	1	\$40.00
43	Orange air hoses	2	\$40.00
44	Orange air hoses	2	\$40.00
45	MISC air hoses	3	\$40.00
46	Shopvac 6.5 hp	1	\$25.00
47	Shopvac	1	\$25.00
48	Jorgansen clamps	12	\$40.00
49	Master Mechanic socket set incomplete case	1	\$5.00
50	Master Mechanic socket set incomplete case	1	\$5.00
51	MISC mostly ACE brand nutdrivers and screw drivers bucket	19	\$15.00

52	Provalue Std impact sockets incomplete	15	\$5.00
53	Provalue incomplete deepwell socket set	15	\$5.00
54	SIOUX 110 impact wrench	1	\$10.00
55	MISC incomplete sockets provalue ACE	20	\$5.00
56	Socket organizers	10	\$5.00
57	Craftsman and ACE wrenches	5	\$10.00
58	Brooms	3	\$5.00

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

21

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

ITEM TITLE: APPROVE FERGUS COUNTY INVESTMENT RESOLUTION

Requested By: Board of Trustees Prepared By: Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve the attached resolution for the 2023-2024 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
<i>Board Action</i>						
Bailey						
Birdwell						
Heintz						
Koterba						
Southworth						
Brady						
Fulbright						

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, 2023, through June 30, 2024, 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 8th day of May 2023.

CHAIR, BOARD OF TRUSTEES
SCHOOL DISTRICT NO. 1

ATTEST:

SCHOOL DISTRICT CLERK
SCHOOL DISTRICT NO. 1

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

22

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

ITEM TITLE: APPROVE MHSA APPLICATION FOR BOYS AND GIRLS COOP WRESTLING W/ HOBSON

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the MHSA Coop application for boys and girls wrestling with Hobson

SUGGESTED ACTION: Approve MHSA Application for Boys and Girls Wrestling

☒ Additional Information Attached

NOTES:

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

MONTANA HIGH SCHOOL ASSOCIATION

Application for Cooperative Sponsorship

Cooperative sponsorship of any activity by member schools will be considered under the following conditions:

1. Schools are to be located in the same geographical area.
2. All member schools of the MHSA will be eligible to participate in the cooperative sponsorship program.
3. Cooperative sponsorship agreements will be approved and enforced for a minimum of three years.
4. The school boards of the participating member schools must jointly make the application to the MHSA Executive Director.
5. A resolution from each school board stating the purpose for sponsoring a joint team or activity must be submitted to the MHSA office.
6. Requests must be submitted to the MHSA Executive Director for the following year.
7. Any cooperative request that is denied can be appealed to the MHSA Executive Board.

PHILOSOPHY

A. The philosophy that will guide the MHSA Executive Director in reviewing and approving applications for Cooperative Sponsorship of Activities is as follows:

1. The Executive Director will attempt to increase the number of students that are participating in activities by making activities available for students that would not be available in their school if joint sponsorship did not occur.
2. The Executive Director would prefer to see projects that combine smaller schools for sponsorship of an activity rather than a small school combining with a larger school when the smaller school cannot support the activity alone.
3. Improving the quality of a team (i.e. better win-loss record) will not be valid criteria in deciding whether approval should be granted.

B. Agreements are for a three-year period, but may be terminated by the Executive Director under the following conditions:

1. Closing of one of the schools.
2. A valid complaint from surrounding schools concerning recruiting.
3. Complaints from parents, boards of education, students in cooperating schools, etc.
4. Other valid reasons as determined by the Executive Director.

APPLICATION FOR COOPERATIVE SPONSORSHIP

Each participating school must submit a copy to the Montana High School Association, 1 South Dakota Avenue, Helena, MT 59601.

Each school involved in the cooperative agreement must complete this application form before the Executive Director will consider the application. A check for \$250 must accompany each application if the applying school does not currently participate in the activity. A separate application must be submitted for each activity.

1. School: Fergus High School Date of Application: May 5, 2023 2. School's Address:

1001 Casino Creek Drive Lewistown, MT 59457 3. Classification: 'A'

4. Enrollment: 363

5. Other schools involved in this application: Hobson High School 6. Which school will be

considered to be the "host" school: Fergus High School 7. Activity covered by this application: Girls and Boys Wrestling 8. Please describe the conditions that have prompted your request to co-sponsor this activity:

Hobson asked Fergus if they would consider a Coop and with the rise in popularity in girls wrestling and our close relationship with Hobson, we felt this would provide a great opportunity for both boys and girls wrestling.

9. This application is for school years: (must be for a full three year period)

2023 -2024 ; 2024 - 2025 ; 2025 - 2026

Contracts do not need to be renewed until the end of the three years. However, verification forms will be sent to you each spring to assure the MHSA that the cooperative agreement is continuing under the contract. The Executive Director, as outlined under PHILOSOPHY Section B of the information accompanying this application, may terminate the cooperative agreement.

10. Please list the number of students in your school that have participated in this activity during each year indicated below. If the school did not sponsor the activity during any of the years listed, please respond "did not sponsor" but please provide your projected number of participants for next year and for two years from now.

Grade Level	12	11	10	9	8	7
Last school year:	5	8	11	9		
Current school year:	3	7	10	10		
Anticipated next year:	6	7	10	8		
Anticipated in two years	6	10	8	12		

11. Total **male** school enrollment:

Grade Level	12	11	10	9	8	7
Last school year:	34	42	51	42		
Current school year:	39	48	39	41		
Anticipated next year:	45	39	41	50		
Anticipated in two years	39	41	50	56		

12. Total **female** school enrollment:

Grade Level	12	11	10	9	8	7
Last school year:	36	42	47	48		
Current school year:	38	53	45	60		
Anticipated next year:	50	45	60	40		
Anticipated in two years	45	60	40	43		

13. Under cooperative sponsorship, what will be the identity of the team?

Fergus High Golden Eagles Wrestling

14. Where will practices/rehearsals be held? Fergus High School 15. Where will competition be held?

Fergus High School 16. Indicate the date and place of the school board meeting where filing of this

application was approved: Date: May 8, 2023 Place: Lincoln Building Board Room, Lewistown, MT

17. Please include in the space provided (or attach) an exact copy of the above motion as it appears or will appear in the official school board minutes:

18. Other information that may assist the Executive Director in making a decision on this application:

Approved: _____
Board Chairperson and Superintendent

For MHSA Office Use Only:

Official Action of the Montana High School Association

This request for Cooperative Sponsorship is approved / denied for the activity for the school years listed on the application.

By: _____ Date: _____
MHSA Executive Director

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

23

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

ITEM TITLE: APPROVE 5.0 GPA SCALE FOR FERGUS HIGH SCHOOL ADVANCED PLACEMENT AND DUAL CREDIT CLASSES EFFECTIVE 2023-2024 SCHOOL YEAR

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

SUMMARY:

The Board of Trustees needs to approve the 5.0 GPA scale for Fergus High School Advanced Placement and Dual Credit classes effective for the 2023-24 School Year for the following classes:

AP English 12, AP Calculus, AP Chemistry, AP Physics, AP World History, AP Government, Dual Credit Spanish III, Dual Credit Advanced Spanish, Dual Credit Advanced American History, Dual Credit Advanced English 11, Dual Credit English 12, Dual Credit Advanced Math (Pre-Calculus), Dual Credit Welding Fabrication, Dual Credit EMT Certification Class, Dual Credit Early Childhood Education, and Dual Credit Advanced Biology

16 total classes

SUGGESTED ACTION: Approve 5.0 GPA scale for Fergus High School Advanced Placement and Dual Credit classes.

☐ Additional Information Attached

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

24

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

ITEM TITLE: APPROVE MHSA CATASTROPHIC INSURANCE AND DUES for 2023-24

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the Catastrophic Insurance and Dues for 2023-2024

SUGGESTED ACTION: Approve Catastrophic Insurance and Dues

☒ Additional Information Attached

NOTES:

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

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota
Helena, MT 59601

Annual Dues Application and Fees Remittance Form

Fergus High School of Lewistown Montana, hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2023-24** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

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

BOYS		GIRLS		COMBINED ACTIVITIES	
<input type="checkbox"/>	Baseball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Golf	<input checked="" type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Football	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Orchestra
<input checked="" type="checkbox"/>	Golf	<input checked="" type="checkbox"/>	Softball	<input checked="" type="checkbox"/>	Speech
<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Swimming		
<input type="checkbox"/>	Swimming	<input checked="" type="checkbox"/>	Tennis		
<input checked="" type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Volleyball		
<input checked="" type="checkbox"/>	Wrestling	<input checked="" type="checkbox"/>	Wrestling		
7	<< TOTAL BOYS	8	<< TOTAL GIRLS	4	<< TOTAL COMBINED

TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 19 @ \$250.00 = \$ 4,750.00

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

Signed/Dated: _____ Signed/Dated: _____
Chair / Board of Trustees Superintendent or Principal

For MHSA Use Only:

Date Received: _____ Amount Received: _____
Check No. _____ Late Fee: _____
Total Amount Received: _____

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

LIABILITY CATASTROPHE PLAN REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 625.00 based on the HIGH SCHOOL ENROLLMENT (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for **2023-24**.

School Fergus High School

Date 05/03/2023

Signed _____

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022

<u>Enrollment</u>	<u>Premium</u>
0-40	\$206.00
41-110	\$302.00
111-200	\$381.00
201-300	\$503.00
301-400	\$625.00
401-800	\$836.00
801+	\$1,339.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2023**.

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee _____

**MONTANA HIGH SCHOOL ASSOCIATION
2023-24 Catastrophic Insurance Renewal
Mutual of Omaha**

Summary of Lifetime Benefits

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

Expanded Benefits (Total Disability Only):

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



MONTANA HIGH SCHOOL ASSOCIATION

PROMOTING SUCCESS ON THE COURT, ON THE FIELD, ON STAGE
AND EVERYWHERE ELSE UNDER THE BIG SKY SINCE 1921.

TO: MHSA MEMBER SCHOOL ADMINISTRATORS

FROM: BRIAN MICHELOTTI, EXECUTIVE DIRECTOR

RE: CONCUSSION INSURANCE

The MHSA, through negotiations with our insurance broker, Dissinger Reed, can continue offering concussion insurance for all MHSA athletic participants and cheerleaders at only \$1.35 per student. The coverage includes:

- Maximum - \$25,000 per year
- Benefit Period – 1 year
- Deductible - \$0 per claim
- Eligible Person – all athletes participating in MHSA sports (including cheerleading).
- Covered Activities – participating in practice or play of sports sponsored by the MHSA (including cheerleading).
- Definition of Injury: 1) Directly and independently caused by specific accidental contact with another body or object; 2) A source of loss that is sustained while the injured person is covered under the policy and while he or she is taking part in a covered activity; 3) Resulting in a concussion.

The participant's insurance would first be billed and would pay however there would be no out-of-pocket cost for the participant up to \$25,000 per covered injury. For example, if the participant's insurance had a \$3,000 deductible and none of that deductible was met, this insurance would pay the \$3,000 so there would be no out-of-pocket cost to the family. Also, all co-pays would be covered and if there were tests not covered by the primary insurance this insurance would cover all those costs. The cost per year for schools is as follows:

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41
41-110	\$66
111-200	\$121
201-300	\$141
301-400	\$171
401-800	\$191
801+	\$226

Again, all MHSA athletes and cheerleaders would be covered, there is no deductible, and the maximum coverage per injury per year is \$25,000. This is a very proactive approach to dealing with the issues of concussion that are nationwide including the threats of litigation in every state. It also demonstrates that each school is being proactive in the event of litigation.

If you so desire, payment may be made along with your Membership Application and Catastrophic Insurance applications.

Attachment (remittance form)

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

CONCUSSION INSURANCE REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 171.00 based on the **HIGH SCHOOL ENROLLMENT** (schedule below) to cover our school's share of Concussion Insurance premium for 2023-24.

School Fergus High School
Date 05/03/2023
Signed _____

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41.00
41-110	\$66.00
111-200	\$121.00
201-300	\$141.00
301-400	\$171.00
401-800	\$191.00
801+	\$226.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS **SIGNED** FORM AND YOUR PAYMENT BY **JULY 15, 2023**.

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee: _____

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

25

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

ITEM TITLE: APPROVE MONTANA SEAL OF BILITERACY

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the Seal of Biliteracy to recognize students who have studied and attained proficiency in two or more languages by high school graduation.

SUGGESTED ACTION: Approve Montana Seal of Biliteracy.

☒ Additional Information Attached

NOTES:

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



**Language isn't a "credit to check off for graduation,"
but a skill that "checks you in" to future opportunity.**

Linda Egnatz - ACTFL - 2017

What is the Montana Seal of Biliteracy?

The Seal of Biliteracy is awarded to high school seniors who have demonstrated language proficiency in English and at least one other language. The seal was created to encourage students with a first language other than English to maintain and/or develop their home language while learning English and challenge students whose first language is English to attain proficiency in an additional world language. The seal is affixed to the high school diploma or on a separate certificate and the accomplishment is noted on the transcript of the graduating senior.

Why should districts and schools support students to apply for the seal?

Districts can adopt the Montana Seal of Biliteracy so that it is recognized on the high school diploma and the transcript as evidence of proficiency in two or more languages. It provides colleges with an additional method to recognize applicants entering their language programs and highlights linguistic skills that are attractive to future employers.

In what other ways does the Montana Seal of Biliteracy benefit students?

The seal is both incentive and recognition for an enviable life skill. Acknowledgement of language skills is a way for students to represent their identity, language, culture, and heritage.

What steps do districts, schools, and teachers need to take in order to award the Seal of Biliteracy?

The Montana Seal of Biliteracy is in the implementation stages with the goal of awarding the first seals to the graduating class of 2023. The following steps, therefore, are in their basic form and will likely be edited somewhat for the school year 2023-24. In the meantime, please contact either Lisa Werner at lisawerner65@gmail.com or McCall Flynn at MFlynn@mt.gov to share your intent to adopt the seal in the 2022-23 school year so that we can keep you updated with more information or to answer any questions that you might have.

Timeline

September/October

- Identify and contact students in your district who might be able to qualify for the seal.

January

- Schedule testing to be completed in March

March

- Complete testing

May 1

- Submit application and documentation of qualifying scores

Step 1:

Identify students in your district who might be able to qualify for the State Seal of Biliteracy.

- Working from your home language surveys, contact families with a home language other than English to see if their students would like to earn the Seal of Biliteracy.
- Contact students who are currently receiving or previously received English Learner (EL) services and might be interested in being recognized for their language proficiency in a language other than English, as well as English.
- Reach out to students enrolled in advanced levels of World Language classes offered in your district.
 - Students enrolled in language classes up through level III or IV may qualify for the seal based on the language proficiency they've developed and can take one of the approved assessments for the seal.
 - Students in AP and or IB classes who take the associated exams can potentially qualify students for the seal. However, it will be awarded after high school graduation due to the unavailability of scores before July.
- Contact families to see if their children have had out-of-school language learning experiences, such as attending community-language programs or traveling and living abroad.

Step 2:

Determine what testing options you'll need to offer in order to test the languages of your students.

- Options vary by language, cost, and availability. See criteria chart for guidance.
- Once you decide on the tests you'll need to offer, set up some testing days in your district. Plan to complete testing by the end of March. Please equity at the forefront in determining what languages to test and when, and how to make the testing fees affordable for students.

Step 3:

Publicize information regarding the Montana Seal of Biliteracy together with testing dates to students and families.

- Encourage counselors and teachers, especially EL teachers and World Language teachers if available in the district, to reach out to their students.
- Provide information and offer opportunities for families to ask questions.

Step 4:

Record the results.

- Review the test results as they come in and determine whether the student qualifies for the Gold Seal (Intermediate Mid) or the Platinum Seal (Advanced Low).
- Maintain accurate and complete data records. Collect the data on all the students who qualify as proficient for the seal into a file and update it in your district data system, and ensure that you have records for all graduating seniors who have earned the seal.

Step 5:

Celebrate success!

- In May, identify the graduating seniors who will earn the Seal of Biliteracy upon graduation and arrange for them to receive recognition.

Here are some ideas.

- Request the embossment of the seal for their diplomas.
- Provide letters or certificates recognizing students.
- Provide cords for students to wear during graduation ceremonies.
- Recognize seal recipients during honors ceremonies at school; invite parents, families, and community members to attend.

Step 6:

Plan for future recipients of the Montana Seal of Biliteracy!

- The intent of the Montana Seal of Biliteracy is to encourage all students to become proficient in two or more languages and seek recognition for their language abilities they already have. The Montana Seal of Biliteracy Advisory Committee is actively creating “pathway awards” for 5th and 8th graders to celebrate the gift of language on their way to high school graduation. Please don’t limit your outreach to this year’s seniors — let elementary and middle school students and teachers know about the seal so that they can plan their future language milestones!

Again, please contact either Lisa Werner at lisawerner65@gmail.com or McCall Flynn at MFlynn@mt.gov to share your intent to adopt the seal in the 2022-23 school year so that we share additional information with you and keep you updated — or simply answer any questions that you might have!

<https://bpe.mt.gov/Seal-of-Biliteracy/Seal-of-Biliteracy>



Montana Seal of Biliteracy Criteria for Awards

Assessment Options	Languages	Score / Proficiency Level
Native Languages of Montana		Montana tribes will mirror the Class 7 Licensure process and set their own proficiency measures and criteria for the awarding of the Montana Seal of Biliteracy.
* STAMP 4S	Arabic, English, French, German, Hebrew, Hindi, Italian, Japanese, Korean, Chinese (Mandarin), Polish, Portuguese (Brazilian), Russian, Spanish, Swahili, Yoruba Upcoming: ASL, Latin, Kurdish, Cape Verdean and Ukrainian	IM: 5 in all 4 domains AL: 7 in all 4 domains
STAMP WS	<u>Less-Commonly Taught/Tested Languages</u>	IM: 5 in all 4 domains AL: 7 in all 4 domains
* AAPPL (ACTFL Assessment of Performance toward Proficiency in Languages)	Arabic, Chinese (Mandarin), English, French, German, Italian, Japanese, Korean, Portuguese (European), Spanish	IM: I-3 in all 4 domains AL: A-1 in all 4 domains
ACTFL OPI (interview) & WPT (writing tasks)	<u>Less-Commonly Taught/Tested Languages</u>	IM: I-4 AL: A-1
ACTFL ALIRA	Latin	IM: I-3 AL: A-1
Advanced Placement Exam (AP / College Board)	Chinese (Mandarin), French, German, Italian, Japanese, Latin, Spanish, English	IM: 3 AL: 5
* International Baccalaureate (IB)	French, Spanish, English	IM: 4 AL: 6
SLPI National Technical Institute for the Deaf (SLPI),	American Sign Language	IM: Intermediate Plus AL: Advanced Plus
ASLPI Gallaudet University (ASLPI)	American Sign Language	IM: Level 3 AL: Level 4
* WIDA ACCESS for ELLs	English	IM: Completion of 4 units of English language arts, as required by the Montana Board of Public Education AL: 4.7
* ACT (ELA Composite Score)	English	AL: 20
Montana BPE ELA Graduation Requirements	English	IM: Completion of 4 units of English language arts

**Additional testing options for attaining the Platinum Award (Advanced Low) in English*



FAQs / A work in progress...

Are seniors able to submit the scores they received as juniors in order to earn the Seal?

Yes, as long as they have proof they meet the criteria.

If a student takes a proficiency test in their junior year and doesn't meet the criteria in all of the domains, do they have to retake the entire test their senior year or can they test in the domain(s) that require a higher score?

Yes.

My current juniors are going to take the test this year. Are they able to be awarded the seal their junior year or would they have to wait until their senior year to be awarded?

Can we only send seniors' names to the state on May 1?

The Seal is only awarded upon graduation, so please send only applications for seniors on May 1.

Scores need not be from the senior year as long as all requirements, including the English requirements of 4 units of ELA or an ACT score are met.

We also have students who graduate early as juniors meaning and receive their diplomas at the end of their junior year. What is Montana's policy on awarding those juniors the Seal?

As long as the students have met all of the requirements - English and another language - they can be awarded the Seal upon graduation, including early graduation.

What is the policy for the state of Montana pertaining to scores older than two years?

Some schools have chosen to give language proficiency tests more than once during high school in order to track the progression of language skills and encourage growth. We also support pathways to the Seal, which might include proficiency testing as early as middle school. With that in mind, any score within five years of graduation will be accepted, though one would hope that the student and school would make every effort to test the most recent progress in the junior or senior year.



Student Application for the Montana Seal of Biliteracy

The Seal of Biliteracy is an award issued by the Board of Public Education to recognize a student who has attained proficiency in English and at least one additional language by high school graduation. A Platinum Seal is awarded to those attaining the Advanced Low level of proficiency. A Gold Seal is awarded to students attaining the Intermediate Mid level of proficiency. Verification that the criteria in both languages are met becomes part of the student's high school transcript. The Seal of Biliteracy serves to certify attainment of biliteracy for students, employers, and universities. It is a statement of accomplishment that helps to signal evidence of a student's readiness for career and college and for engagement as a global citizen.

Directions to Applicants:

1. Complete all sections of the application. Type or print all information legibly.
2. Submit application and documentation of qualifying scores to a high school official no later than May 1st.

Name of Student: _____ Today's Date: _____

Current Grade Level: _____ Expected Year of Graduation: _____

Name of School: _____

Name of School Official: _____ Position: _____

School Address: _____

Assessment information used to document proficiency in English and a Second Language:

Language	Name of Assessment	Date Completed	Score*

*Attach copy of score report

By signing below, I indicate I have provided accurate information and understand that school officials will verify the information before the Seal of Biliteracy is awarded.

Student Signature: _____ Date: _____

School Official Signature: _____ Date: _____

Please submit all application materials to the Board of Public Education at bpe@mt.gov or
46 N Last Chance Gulch, Suite 2B, Helena, MT 59620 by May 1st.

Criteria

Assessment Options	Languages	Score / Proficiency Level
Native Languages of Montana		Montana tribes will mirror the Class 7 Licensure process and set their own proficiency measures and criteria for the awarding of the Montana Seal of Biliteracy.
* STAMP 4S	Arabic, English, French, German, Hebrew, Hindi, Italian, Japanese, Korean, Chinese (Mandarin), Polish, Portuguese (Brazilian), Russian, Spanish, Swahili, Yoruba Upcoming: ASL, Latin, Kurdish, Cape Verdean and Ukrainian	IM: 5 in all 4 domains AL: 7 in all 4 domains
STAMP WS	<u>Less-Commonly Taught/Tested Languages</u>	IM: 5 in all 4 domains AL: 7 in all 4 domains
* AAPPL (ACTFL Assessment of Performance toward Proficiency in Languages)	Arabic, Chinese (Mandarin), English, French, German, Italian, Japanese, Korean, Portuguese (European), Spanish	IM: I-3 in all 4 domains AL: A-1 in all 4 domains
ACTFL OPI (interview) & WPT (writing tasks)	<u>Less-Commonly Taught/Tested Languages</u>	IM: I-4 AL: A-1
ACTFL ALIRA	Latin	IM: I-3 AL: A-1
Advanced Placement Exam (AP / College Board)	Chinese (Mandarin), French, German, Italian, Japanese, Latin, Spanish, English	IM: 3 AL: 5
* International Baccalaureate (IB)	French, Spanish, English	IM: 4 AL: 6
SLPI National Technical Institute for the Deaf (SLPI),	American Sign Language	IM: Intermediate Plus AL: Advanced Plus
ASLPI Gallaudet University (ASLPI)	American Sign Language	IM: Level 3 AL: Level 4
* WIDA ACCESS for ELLs	English	IM: Completion of 4 units of English language arts, as required by the Montana Board of Public Education AL: 4.7
* ACT (ELA Composite Score)	English	AL: 20
Montana BPE ELA Graduation Requirements	English	IM: Completion of 4 units of English language arts

**Additional testing options for attaining the Platinum Award (Advanced Low) in English*

For school official use only Qualifications Checklist for a Montana Seal of Biliteracy:

<input type="checkbox"/> Eligible for graduation		
<input type="checkbox"/> Acceptable evidence of proficiency in English	<input type="checkbox"/> Intermediate Mid	<input type="checkbox"/> Advanced Low
<input type="checkbox"/> Acceptable evidence of proficiency in a Second Language	<input type="checkbox"/> Intermediate Mid	<input type="checkbox"/> Advanced Low



Montana Seal of Biliteracy

Language isn't a "credit to check off for graduation," but a skill that "checks you in" to future opportunities.

-Linda Egnatz

What is the Montana Seal of Biliteracy?

The Seal of Biliteracy is awarded to high school seniors who have demonstrated language proficiency in English and at least one other language. The seal was created to encourage students with a first language other than English to maintain and/or develop their home language while learning English and challenge students whose first language is English to attain proficiency in an additional world language.

Why should students apply for the Montana Seal of Biliteracy?

The Montana Seal of Biliteracy is affixed to the high school diploma, on separate certificate, and is added to the transcript of the graduating senior as evidence of proficiency in two or more languages. It provides colleges with an additional method to recognize applicants entering their language programs and highlights linguistic skills that are attractive to future employers. The seal is both incentive and recognition for an enviable life skill. Acknowledgement of language skills is a way for students to represent their identity, language, culture, and heritage.

What steps do students need to take in order to award the Seal of Biliteracy?

- Begin language instruction early and continue throughout high school
- Let your language teacher know of your interest
- Invest in every opportunity to improve your language skills
- Fulfill application requirements for English and an additional language
- Submit your application in your senior year
- Celebrate your accomplishment and continue using your language skills beyond high school

How do I get more information about the Seal of Biliteracy?

- Ask your World Language teacher, ELL teacher, counselor, or administrator.
- More information is on the Montana Board of Public Education website:
<https://bpe.mt.gov/Seal-of-Biliteracy/Seal-of-Biliteracy>

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

26

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

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

Requested By: Board of Trustees Prepared By: Christy Rogers

SUMMARY:

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

Substitute Food Server:
Cheryl Stansberry

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

☐ Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

Agenda Item No.

27

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Christy Rogers

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

☒ Additional Information Attached

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday May 8, 2023

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
BOWLES, Gabriella	Teacher	Lewis and Clark Elementary School	Approve appointment on schedule BA Step 0, 1.0 FTE for 187 days. 2023-20234 School Year	7/1/2023	Danny Wirtzberger	Replacing Mara (Beth) Stevenson
GRUENER, Matt	Summer Session Driver Education Instructor	Lewistown Public Schools	Approve appointment for Drivers Education instruction at \$28.00 per hour	5/23/2023 - 6/29/2023	Thom Peck	See Attached Memo
IRISH, Jean	Teacher	Highland Park Elementary School	Internal Transfer	7/1/2023	Matthew Ventresca	Replacing Cassidy Bawden
MARKS, Amber	Teacher	Garfield Elementary School	Accept letter of resignation	6/30/2023	Matt Lewis	See Attached Letter
POSER-BROWN, Lora	Summer Session Driver Education Instructor	Lewistown Public Schools	Approve appointment for Drivers Education instruction at \$28.00 per hour	5/23/2023 - 6/29/2023	Thom Peck	See Attached Memo
RECOMMENDATIONS FOR KINDERGARTEN SCREENING STAFF	Kindergarten Screening Staff	Garfield Elementary School	Approve appointment on schedule as per attached recommendation	6/6/ - 6/8/2023	Matt Lewis	See Attached Memo
STANSBERRY, Cheryl	Food Server	Garfield Elementary School	Approve appointment on schedule FOOD SERVER/KITCHEN AIDE - Step 0 for up to 2.5 hours per day for 5 days per week for up to 187 days. 2023-2024 School Year	8/21/2023	Amie Friesen	Replacing Jessica Hicks
WEBB, Karin	Teacher	Lewistown Jr. High School	Accept letter of resignation	6/30/2023	Jess Friesen	See Attached Letter
WEBB, Tom	Teacher	Fergus High School	Accept letter of resignation	6/30/2023	Paul Bartos	See Attached Letter

Memorandum

From: Thom Peck
Date: May 2, 2023
Re: Summer Driver Education

I am requesting the Board of Trustees approval to hire Lora Poser–Brown and Matt Gruener to instruct the Driver Education summer session for 2023. 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 will be determined by the number of Summer Drivers Education Students Enrolled in the program.

Matt Gruener	May 23 – June 29, 2023	21
--------------	------------------------	----

Lora Poser–Brown	May 23 – June 29, 2023	21
------------------	------------------------	----

The rate of pay is \$28.00 per hour for classroom time and behind-the-wheel (BTW) driving and observation time. Each student is required to complete 60 hours of classroom instruction, observation time and behind the wheel instruction. Thank you for your consideration.



Garfield Elementary School

415 East Boulevard Street
Lewistown, Montana 59457
Phone: (406)535-2366 Fax: (406)5352367



Matthew Lewis, Principal

Lanna Schoenfelder, Secretary

May 1, 2023

Dear Mr. Peck and School Board Members:

I am writing this request on behalf of the Garfield Elementary Kindergarten Team. I would request that the district pay the following individuals for three days of work at the agreed upon \$22.50 per/hour as negotiated in the Collective Bargaining Agreement. During those three days (June 6th, 7th, and 8th) the team would be conducting Kindergarten Screening and creating Kindergarten class lists for the 2023-2024 school year.

Screening Participants:

Tace Patten, Kelly Comer, Dani Birdwell, Megan Hicks, Maria Henderson, Marne Dohrmann, Leah Strouf, Audrey Boling, and Pam Roberts.

I would like to propose the continuation of Kindergarten Screening in June for the years to come. We found that holding the screening after the school year has ended allows us to utilize our own facility and tour students around the building during this time. Making this a much more personal introduction to the Lewistown Public Schools.

Thank you for your consideration,

Matthew Lewis, Principal
Garfield Elementary School

April 28, 2023

Dear Mr. Lewis and the Lewistown School Board Member,

I am writing to inform you of my resignation of my 2023-2024 school year contract. I will fulfill my 2022-2023 contract and responsibilities as designated.

I have appreciated my time here in Lewistown and with the school district.

Sincerely,

Amber Marks

[Handwritten signature of Amber Marks]

April 21, 2023

Mr. Friesen
Members of the School Board,

I am writing to inform you that I will be resigning from my position as 8th grade Special Education Teacher at Lewistown Junior High, effective at the end of my contract date. This decision has not been an easy one, but I have recently accepted a position at a school that is closer to family.

I would like to express my sincere gratitude for the opportunities and experiences that I have had while working here. The time that I have spent as a Golden Eagle has been incredibly fulfilling, and I am grateful for the support and guidance that I have received from colleagues, students, and community members. I would especially like to thank Mr. Friesen for giving me the opportunity to begin my career, not only in teaching, but also in working with students with special needs.

I will do my best to ensure a smooth transition for my replacement, and I am committed to completing any outstanding tasks or projects before my departure. Please let me know if there is anything I can do to help with this process.

Thank you again for the wonderful memories and for allowing me to be a part of this community. I wish you all the best in your future endeavors.

Sincerely,

Karin Webb



FERGUS HIGH SCHOOL

1001 CASINO CREEK DRIVE, LEWISTOWN, MT 59457

Phone: (406) 535-2321

Fax: (406) 535-3835

www.lewistown.k12.mt.us

CHRIS GUGLIELMO, PRINCIPAL

PAUL BARTOS, ASST. PRINCIPAL/ACTIVITIES DIRECTOR

Monday, Apr 25, 2023

Lewistown School District
215 7th Avenue South
Lewistown, MT 59457

Dear Mr. Thom Peck, Paul Bartos, School Board Members

Please accept this letter as my formal resignation from my position as English teacher at Fergus High School, effective at the end of my contract date. This decision has not been an easy one, but I have accepted a position at Laurel High School that offers continued growth as a teacher as well as coaching opportunities; not to mention that we will be closer to our family.

I would like to express my sincere gratitude for the opportunities and experiences that I have had while working here these past two years. It has been truly amazing! Your support and guidance, along with all I received from my colleagues, (who are the best in the business!), the community, and, most importantly, my students has been a life changing experience. Fergus High School was, and will always be, where I fulfilled my dream of becoming a teacher and coach. My time as a Golden Eagle will be time that I cherish for the rest of my days. Thank you.

I will do my best to ensure a smooth transition for my replacement, and I am committed to completing any required duties before my departure. Please let me know if there is anything I can do to help with this process.

Thank you again for the wonderful memories, and for allowing me to be a part of this community and an amazing English staff at Fergus High School. I wish you all the best!

Go Eagles!

Sincerely,

Thomas Webb

ORGANIZATIONAL MEETING

Lewistown Public Schools

Board of Trustees

May 8, 2023

OATH OF OFFICE

Rebekah Rhoades, Business Office Manager of Lewistown Public Schools, will Administer the Oath of Office to Kris A. Birdwell, John M. Carlson and Lisa Koch for 3-year terms. Oath of Office will be issued to either Scott A. Dubbs or Kevin Hodge for the 2-year term once provisional ballots are counted after 3:00pm on Monday, May 8, 2023.

ORGANIZATION MEETING (Following the Regular Board 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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

05/08/2023

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:** Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Office Manager of Lewistown Public Schools, will administer the Oath of Office to Kris A. Birdwell, John M. Carlson and Lisa Koch for 3-year terms. Oath of Office will be issued to either Scott A. Dubbs or Kevin Hodge for the 2-year term once provisional ballots are counted after 3:00pm on Monday, May 8, 2023.

SUGGESTED ACTION: Informational

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

NOTES:

CERTIFICATE OF ELECTION OF TRUSTEE

THIS IS TO CERTIFY that at the Annual School Election of the Lewistown School District No. 1 of Fergus County, State of Montana, held on the 2nd day of May, 2023, the candidate John M. Carlson was duly elected to fill the office of Trustee for the term of Three (3) years, beginning on the 8th day of May, 2023, and ending at the trustee organizational meeting in May 2026, or until a successor has been elected or appointed and has been qualified.

ISSUED this 8th day of May, 2023:

Board Chair: _____

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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CERTIFICATE OF ELECTION OF TRUSTEE

THIS IS TO CERTIFY that at the Annual School Election of the Lewistown School District No. 1 of Fergus County, State of Montana, held on the 2nd day of May, 2023, the candidate Kris A. Birdwell was duly elected to fill the office of Trustee for the term of Three (3) years, beginning on the 8th day of May, 2023, and ending at the trustee organizational meeting in May 2026, or until a successor has been elected or appointed and has been qualified.

ISSUED this 8th day of May, 2023:

Board Chair: _____

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: _____
--

CERTIFICATE OF ELECTION OF TRUSTEE

THIS IS TO CERTIFY that at the Annual School Election of the Lewistown School District No. 1 of Fergus County, State of Montana, held on the 2nd day of May, 2023, the candidate Lisa Koch was duly elected to fill the office of Trustee for the term of Three (3) years, beginning on the 8th day of May, 2023, and ending at the trustee organizational meeting in May 2026, or until a successor has been elected or appointed and has been qualified.

ISSUED this 8th day of May, 2023:

Board Chair: _____

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

05/08/2023

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:

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 8, 2023, a
Board Chair and Board Vice-Chair were appointed as follows:

Board Chair

Board Vice-Chair

Address

Address

Phone

Phone

BOARD
OF
TRUSTEES

Dated: May 8, 2023

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 8th day of May 2023.

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).

BOARD OF TRUSTEES

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

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

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

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

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

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

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

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

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

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

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

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


PIR DAYS (Pupil Instruction-Related)

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

HOLIDAYS & VACATIONS

No School for Teachers or Students

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

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

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)

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

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

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

