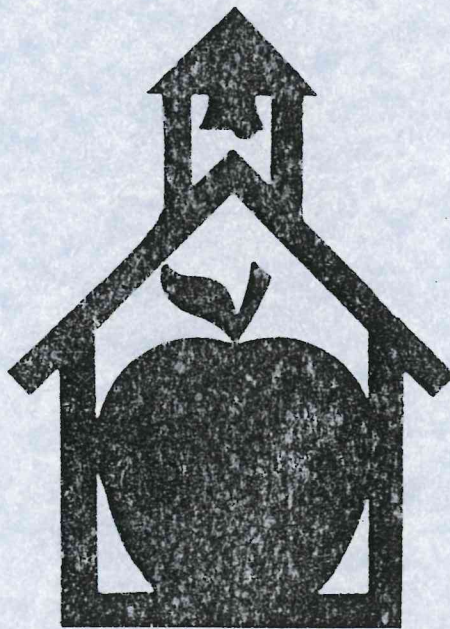


LEWISTOWN PUBLIC SCHOOLS

1992-93

ANNUAL REPORT



ANNUAL REPORT

In following Board Policy, staff members will again be required to compile a brief report on their area of responsibility for an annual school report. Reports will include an overall summary along with concerns and areas to be improved. This information will provide the Board with relevant data about the status of major programs in the district. Hopefully, this will again prove to be useful and lend to an enhanced report in the future.

REPORT/ASSIGNMENT

Garfield School	John Moffatt
Highland Park School	L.J. Bowman
Lewis & Clark School	Dave Sharstrom
Junior High	Dennis Bergo
Fergus High School	Rich Wilson
Activities	Scott Dubbs
Music	Rich Garcia
Staff Development	Sid Wilson
Chapter I	Mary Jo Hamling
Special Education	Mike Ikard
Adult Ed./ABE/EOCM/Traffic Ed.	Diane Oldenburg
Curriculum	L.J. Bowman
Drug/Alcohol	John Moffatt
Food Service	Donna Larson
Transportation	Steve Klippenes
Maintenance	Paul Stengel
Business Office	Stacey Vestal

June 8, 1993

TO: Superintendent Robertson
FROM: John Moffatt
RE: Annual Report - Garfield School

SCHOOL GOALS:

We have continued this year with four school goals designed to improve instruction. These include: (1) Interdisciplinary approach. (2) Emphasis on "hands on" activity-based methods. (3) Cooperative learning and critical thinking experiences (Talents Unlimited, etc.). (4) Maximize use of technology, including computers. In all four areas we have again made significant progress. Examples include the use of the MET-NET Grant technology to utilize the CNN news for current events (including the lesson plans, etc. that are printed out each day in the library), vastly expanded use of computers (thanks to the district's purchase of the II GS machine), implementation of techniques from cooperative learning, Math Their Way, Talents Unlimited, Whole Language, AIMS, etc. We have several teachers using the modem with their classes to exchange information with students in other schools. We do a monthly television news program (GNN) which is broadcast throughout the school. Cross-age programs are carried out in each classroom.

SCHOOL HIGHLIGHTS:

- Garfield piloted a program using R.S.V.P. (Retired Senior Volunteer Program) workers this year. Our four volunteers were Russ Johnson, Alice Wolfe, Ruth Dalton, and Lucille McVey.
- Garfield has been approved to pilot a School Breakfast program next fall. Our kitchen will be remodeled this summer through the federal grant we received.
- New computers in each classroom are in use every day. We are far ahead of where we were last year in providing students access to computers. Next year we will provide direct instruction to all 4th, 5th, and 6th graders on use of computers. This will be done $\frac{1}{2}$ day per week in a lab setting.
- New benches and trees have been added to our playspace area.
- Two more of our teachers will receive their Masters degrees this summer.
- Buttreys and IGA receipts programs have helped us purchase many needed items including computers and computer accessories, choir risers, library equipment, etc.
- Carnival funds were used to purchase over \$900 worth of library books, a new bike rack, etc.
- Our students were treated to several great assemblies through the Young Audiences Program.
- Open House and Parent Teacher Conferences once again saw a nearly 100% parent turnout.

- Thanks to a very generous private donation, we have a television set and VCR in each of the regular ed. classrooms.
- Outstanding in-service presentations, a Lewistown tradition, provided stimulating experiences for our staff.
- Our $\frac{1}{2}$ day PIR option on sexual abuse, presented by Marla North, was well received.
- Reading Month (February) activities involved our entire student body in several special activities.
- Students raised money to assist a school in Miami which was damaged by Hurricane Andrew.
- Our entire school participated in a statistical research project called, "What is a typical Garfield kid like?" Each class was responsible for several characteristics or dress habits.
- Ecology stations on Spring Creek were utilized by teachers at all levels. These were made possible through a Math-Science grant and the efforts of Mr. Gillen and Mrs. Flentie.
- Math-science monies allowed several teachers to attend the NCTM regional conference in Seattle. They provided in-service for our staff upon their return.
- Red Ribbon Week was a very positive experience for our students. This year follow-up was provided by scheduling the Covenant Players for a spring presentation and by designating special "Wear Red" days.
- Project MOVE has been implemented at Garfield under the direction of Mrs. Barber and Mrs. Brevig. We are a trial site in Montana for this exciting program. This year training for other teachers around Montana was held at a conference in Lewistown. Mrs. Barber and several of her students participated.
- Cynthia Baumann was chosen as an "Outstanding Alumnus" by Eastern Montana College. She received her award at the President's Luncheon this spring.
- The Extended Studies Program (formerly LEAP) served 3rd and 4th graders at Garfield this year. 5th and 6th graders continued to attend a $\frac{1}{2}$ day/week program at the Junior High.

PTSG ACTIVITIES:

- Assisted with Open House.
- Sponsored Book Fair at Parent-Teacher Conference.
- Organized 5th annual Garfield Carnival which raised money for the school.
- Donated \$50 to each classroom teacher for room supplies.
- Provided orange juice during SAT testing.
- Recognized teachers during National Education Week.
- Volunteered for several classroom projects.
- Provided monthly treats for our teacher's lounge.
- Planted tree to replace one damaged by vandalism.



Your public schools...
There's no better place to learn. ©

Lewistown Public Schools

Highland Park Elementary
1312 7th Avenue North
Lewistown, Montana 59457
(406) 538-2555

Conrad Robertson
Superintendent

L.J. Bowman
Principal

Cindy Giese
Secretary

TO: Conrad Robertson

FROM: L. J. Bowman *LJB*

RE: Annual Report 1992-93

DATE: June 10, 1993

1992-93 has been an exciting and successful school year!

OUR MISSION IS:

To work together to promote and celebrate education by creating a safe, effective environment which encourages a lifelong pursuit of learning.

GENERAL GOALS:

To provide diverse instructional experiences for the whole child through teaching a logical, sequential, and appropriate curriculum.

To enhance and promote self esteem.

To insure that all staff follows a code of ethics.

To encourage professional development and decision-making among staff.

To prepare students to responsibly participate in the world-wide community.

To promote parental involvement and community support.

SCHOOL IMPROVEMENT GOAL:

To develop a school-wide homework policy and implement a consistent strategy involving homework for all students which will ultimately improve student performance.

Status: Goal has been established. Parents have been surveyed. We have analyzed parent data and taken direction from the results. We have formalized the goal and developed the consistent strategies to be implemented. We need to choose evaluation devices to be used so as to measure change. We will first look at the Stanford results to detect any change.

HIGHLIGHTS OF THE YEAR:

- Linda Edwards was served as 1992 Montana Teacher of the Year.
- An active PTSG raised \$3800.00 through our wrapping paper fundraiser. Profits have been used to purchase desks and chairs for Rooms 9 and 2. The PTSG also sponsored an Agriculture Day on May 14.
- Buttreys receipts raised enough income to purchase two 27" color TV's, computer software and six basketballs for classrooms. IGA receipts raised enough to purchase one color TV, one VCR and the mounting device for use in a classroom.
- Parent Teacher Conferences were well attended. Next year students will be invited to attend conferences with parents.
- Our music and classroom performances were outstanding. Many thanks to classroom teachers, Vicki Begin, Rich Garcia, Angela Garcia, and Chuck Garnaas for their hard work.
- Our Service Council raised enough money to purchase two assembly programs and contribute to the greenery of our school. They have participated in three Board presentations this year.
- Red Ribbon Week was a success.
- We participated in numerous community programs including: Emergency Services Week, Art Center decorations, Fire Prevention Week, Montana Power Company Safety presentations, Bus Safety, the Trapper Cabin, and other special programs.
- The groundwork has been completed to begin a pilot program for an Intervention Assistance Team at Highland Park in 1993-94. This complies with a management recommendation from the 92-93 Collective Gaining Team.

Annual Report 1992-93 - page 3

- Class lists were completed and available for teachers to see by May 17, 1993, which complies with another management recommendation from the 92-93 Collective Gaining Team. To this date six of thirteen teachers have requested to see the lists.

LJB/csg

TO: Conrad Robertson
FROM: Dave Sharstrom
SUBJECT: Annual Report for 1992-93 - Lewis & Clark
DATE: June 10, 1993

MISSION STATEMENT:

THE FUNDAMENTAL MISSION OF LEWIS AND CLARK IS TO PROVIDE AN ATMOSPHERE WHERE EVERY PERSON WILL DISPLAY RESPECT FOR SELF, OTHERS, AND PROPERTY. HIGH EXPECTATIONS WILL BE REFLECTED THROUGH HARD WORK AND COOPERATIVE INVOLVEMENT. OUR AIM IS FOR ALL TO BECOME RESPONSIBLE, PRODUCTIVE CITIZENS.

GENERAL GOALS:

- * TO PROMOTE PARENTAL INVOLVEMENT AND COMMUNITY SUPPORT.
- * ENHANCE A POSITIVE SCHOOL CLIMATE WITH COOPERATION AMONGST STAFF AND STUDENTS HAVING CLEAR DISCIPLINARY PROCEDURES AND IMPROVED ATTENDANCE.
- * IMPLEMENT THE NEW READING PROGRAM INTO ALL GRADE LEVELS WITH EMPHASIS ON AN INTEGRATED APPROACH TO THE TEACHING OF READING. (INCORPORATE STRATEGIES FOUND IN BOTH SKILLS-BASED AND LITERATURE-BASED READING.)

State, local and national agencies/organizations that helped our school by providing activities or educational programs for our students are as follows:

- . Ms Montana spoke with the K-6 students on building self-esteem.
- . Missoula Children's Theatre put on a skit to help students say no to drugs and alcohol.
- . Emergency Medical Week
- . Artist in the Schools Program
- . Fire Prevention Week (local firemen)
- . Artwork for Lewistown Art Center
- . Fish and Wildlife Service hosted a Wildlife Fair at the fairgrounds.
- . Montana Power Presentations
- . Small Wonder DayCare students visited Lewis & Clark

- . Billings Gazette employees demonstrated how to create a book. (Henkel and Potter)
- . Bus Safety Demonstrations
- . Universities provided L&C with two student teachers: Michelle Hartman and Linda Colton
- . Fish, Wildlife and Parks funded a Montana Trapper Log Cabin exhibit

STUDENT ACTIVITIES

- . Participated in bike safety education which included a neighborhood bicycle ride
- . Involved in Red Ribbon Week Activities
- . Wrote articles for News-Argus
- . Organized student groups for "Odyssey of the Mind" competition
- . Planned activities for Homecoming Week and Spirit Week
- . Conducted monthly bake sales
- . Participated in building and county spelling bee
- . Celebrated Native American Day
- . Included in activities such as field trips, Book-It program, and extra-curriculars
- . Offered a Chapter I Kindergarten Program at Garfield
- . Involved in Awards Assemblies (Academic and Athletic)
- . Attended a Science Carnival in Great Falls (sixth grade)
- . Organized a Product Fair (L&C students in the Extended Studies program.
- . Wrote articles for essay contest (4th graders wrote on "Our Special Mother")
- . Involved in elementary track meets
- . Participated in an Easter Egg Hunt (sponsored by 5th grade for Kindergarten)

PTSG ACTIVITIES

- . Assisted with monthly cookie sales
- . Supplied the teachers' lounge with monthly treats for the teachers
- . Held membership drive at the Lewis & Clark Open House
- . Conducted a Book Fair during Parent/Teacher Conferences
- . Organized the Saturday Movie Matinee Project
- . Volunteered helpers for Preschool Screening
- . Planned a Teachers' Luncheon for Teachers' Appreciation Week
- . Purchased McDonalds hamburger certificates to be placed in year end report cards
- . Bought Presidential Academic Award pins for the Awards Program
- . Gave each teacher a personalized letter opener for Teacher Appreciation Day

- . Paid half the cost for a microwave oven for the teachers' lounge
- . Provided funds for three student assemblies: National Frisbee Team (Bay Aerials), Sam Ting (Pollution), and Reptiles
- . Provided students with ice cream treats during SAT testing and for the end-of-the-year sack lunch picnic
- . Purchased letter dies for the Ellison Letter Machine
- . Purchased software for the elementary library

In summary, I feel that the students and teachers at Lewis & Clark had a successful year. I consider myself fortunate to have the privilege of serving as principal at Lewis & Clark. Lewistown School District is truly a quality education system.

Conrad Robertson
Superintendent of Schools
215 7th Ave. South
(406) 538-8777
Dennis Bergo
Principal
914 West Main
(406) 538-5168

Lewistown Junior High School

School District No. 1

Lewistown Public Schools
Lewistown, Montana 59457

Date: June 8, 1993

To: Conrad Robertson, Superintendent

From: Dennis Bergo

Re: Year End Summary Report - Junior High

Below is a summary of activities, accomplishments and recommendations for the Lewistown Jr. High for this past school year.

- * Home economics kitchen has received several new appliances and fixtures as a beginning of a remodeling process.
- * The physical science and life science labs need to be completed.
- * The physical plant has lots of needs in terms of minor/major maintenance.
- * The physical plant has needs based upon the 1993 annual Fire and Life Safety inspection recommendations.
- * Overall operation of the building has been trouble-free. Maintenance has been improved.
- * Vandalism has been virtually non-existent.
- * Total staff involvement with school improvement - teachers writing individual and personal goals.
- * PTSG activities included volunteering time and labor in classrooms, concessions, open house, staff breakfast, dances and ski trips. They raised approximately \$1,000.00
- * Attendance was excellent with an average of 95.6%
- * The student council provided good leadership and raised \$5,000.00
- * Students made extensive use of the computer lab.
- * The faculty has participated in a variety of in-service training programs and out students have participated in a variety of testing programs.
- * Open House and Parent Teacher Conferences once again saw a nearly 90% turnout.
- * To the Lewistown School Board - we appreciate your hard work and support.

1992-93
FERGUS HIGH SCHOOL REPORT
Rich Wilson, Principal

If Fergus High School didn't have as many academic accomplishments as in past years, the year was fulfilling in other ways. The students were just excellent to work with in 1992-93. Several teachers commented on the success of the year, but we never really reached a consensus on why the year did turn out so good. Undoubtedly there were a combination of reasons. They might include athletic success, the incentive reward program in Renaissance, strong student leadership, an excellent student council, a completely positive approach in construction of the student handbook, or maybe a combination of these and yet other factors. In any case I think there was a very cordial and cooperative atmosphere present and the students deserve considerable credit for making it happen.

The down periods of the year seemed to heal quickly, and fortunately there were not that many of them.

Our most serious happening was a sexual assault that occurred during lunch in an area off limits to students. The two students involved found a way to get out of their regular classes and meet in that area just prior to the lunch release bell. After learning the facts surrounding the incident and questioning the on-duty personnel, I don't believe we could have done anything differently to have kept the students from meeting. We will, of course, learn from this experience and try to anticipate something as serious as another assault. With what appears to be increasing numbers of students with past problems enrolling, we have to remain ever aware of potential for more problems.

On a more academic note, our Science Olympiad team didn't score as good as in the past two years. Academic Decathlon lost in Montana competition for the first time. We didn't repeat the award from the Montana High School Association for having the highest grade point average for students who participated in Class A athletics, but we took second.

Our math students participated in the regional Montana Council of Teachers of Mathematics Math Contest held yearly in Grass Range. Our highest scoring student was Wendy Owens who finished third overall. Our scoring as a whole was down some from past years, and our participation was marred by two of our students who were caught cheating. We did however come out the highest scoring school.

Our math students also participated in the American High School Mathematics Competition where we scored 27th out of 68 Montana schools who participated in the competition. Wendy Owens

was our highest scorer finishing 64th out of 2896 students who took the test.

We had several students score very high on the ACT test. With 35 being a perfect score, we had the following students score 30 or above:

<u>Student</u>	<u>Year in School</u>	<u>Score</u>	<u>Date Student Took Test</u>
Shawn Watts	10	31	October 24, 1992
Wendy Billingsley	11	30	February 6, 1993
Steve McCoy	10	33	April 3, 1993
Nick Wanzenreid	10	31	April 3, 1993

As you can see, none of these students have graduated so I project that with a little more knowledge gained we may have as many as eight or more students in the 30's by the end of the April examination in 1994. I might add that an eighth (8th) grade student, Bradley McCoy, scored a 27 on the April ACT test this year. Great job!

Individual data for local students taking the ACT in 1992-93 is available but the state and national norm figures are not yet available. These figures will be reported later. Also keep in mind that these scores include both college core and non-core students. Of the sixty seniors who's scores are shown, at least ten were non-core students. For example the lowest 6 scores of 14, 15, 16, 16, 16, and 17 were all non-core students who lowered the average. We always include both core and non-core students in the total average.

AVERAGE ACT COMPOSITE
Highest Score for Seniors Only

<u>Local:</u>	<u>Number</u>	<u>Composite</u>
1986-87	71	22.7
1987-88	68	22.0
1988-89	74	22.6
1989-90	68	22.6
1990-91	73	21.4
1991-92	68	22.2
1992-93	60	22.4

Our advanced placement English class continues to prosper, and the advanced placement math course is beginning to gain favor. It's been more difficult in chemistry and physics because of inadequate laboratory equipment. At this time Mr. Hallett's successes have come from students who are determined to spend additional time beyond the school day to complete lab requirements. The video disc program listed as BPU request will help, but lab time will continue to be a problem. If we can work in a lab period

some where, it would be helpful. Unfortunately, our increasing student load may not provide us that flexibility.

Biology presents yet a different concern. We have all these ninth graders wanting life science in the freshman year and in spite of Mr. Gebert's efforts, we can't get upper class students to sign up for Advanced Biology. For the most part, our Advanced Biology is made up of sophomore students who took biology as a freshman. I will be encouraging our counselors to attempt to direct upper class students toward our advanced life science class. Of course, the need for a blocked period to handle the labs is the same as for chemistry and physics.

Presently we are encouraging students into classes where they can get their one fine arts credit. We discovered that about 30% of junior students in 1992-93 needed fine arts. Generally we will attempt to get students to take care of their fine arts requirement in the first two years of high school. The following are classes where fine arts credit was received in 1992-93 as well as classes of fine arts that will be available in 1993-94:

Instrumental Music

Choral Music

Art I through IV

1993-94 Drama (1 yr. class for 1 credit)

1993-94 Architectural Drawing (1 sem. for 1/2 credit)

(waiting for OPI approval)

We are writing in some changes in the architectural drawing course description to bring it up to 1/2 credit in fine arts for the one semester. The state wants us to be very specific before they make a one semester to 1/2 credit approval. We are also attempting to get our Home Ec fashion class approved as a fine arts credit. They're saying maybe to our proposal. We will continue to pursue that possibility.

I believe Eagle Renaissance was a positive influence on our school. When we began some students thought it was just another "flash in the pan" program. But, when it caught on we saw our number of participants grow each quarter, and the enthusiasm became evident. There is no doubt in my mind that Eagle Renaissance has a place in our school. Now it will be up to our core team to study the year's results and then make a recommendation to the trustees for 1993-94. We need a teacher to serve as our coordinator to see to it that incentive and rewards happen on schedule. If Renaissance is approved, we will want coordination settled before we go on.

Twenty of our 91 graduates received scholarship aide to attend post secondary schools. Geoff Billingsley led this group with an appointment to the Air Force Academy. Jessica Reesor and Aaron Wolfe received awards that will pay for most of their first year

of college. The Central Montana Foundation awarded twelve scholarships in 1993. Three of these went to past graduates. Several other organizations, schools and foundations, including the Class of 35, awarded from one to eight scholarships to our graduating seniors.

Sarah Bren represented Fergus High in the Montana Flag Day Essay Competition. Sarah was a regional winner and went on to represent us in Helena. She made a great impression on the State Committee that culminated in a personal letter to Fergus High congratulating her for her attitude, character, and her demeanor.

Other students received individual and group recognition during the year, but the list is too vast to warrant a complete report.

The Blue/Gold Leadership Breakfast was once again our showcase event of the year. The speaker this year was Senator Conrad Burns. He provided some "down home" humor and served as a good role model for the day. Mr. McMillan, Student Body President Jessica Reesor, and the rest of the student council continued a tradition of excellence with the Blue/Gold function. We thank them and others who contributed to this year's event.

Attendance in 1992-93 dropped just slightly from 1991-92. However, when we look at the record since 1987-88, there is no doubt that our attendance policy has improved average attendance. Once again our goal was to maintain a 96% average. In light of our three full years of having an attendance policy, 1990-93, our average is 94.40%. A more reachable goal is 95%, but it might be hard to reach even that figure. We definitely have had an increase in the numbers of students whom I would consider poor attenders. It appears that within our 1993-94 freshmen, there is again a significant number of students who will continue that trend.

ATTENDANCE PERCENTAGES

	<u>1st Qtr.</u>	<u>2nd Qtr.</u>	<u>3rd Qtr.</u>	<u>4th Qtr.</u>	<u>Average</u>
1987-88	94.18	90.90	89.55	92.06	91.67
1988-89	93.67	92.79	92.18	93.00	92.91
1989-90	93.00	94.10	93.26	95.38	93.94
1990-91	95.29	94.05	93.57	96.43	94.84
1991-92	95.77	93.69	93.66	94.23	94.33
1992-93	95.57	93.95	91.86	94.81	94.05

During the 1992-93 school year 25 students enrolled sometime after the first week of school. During the same period 27 students transferred out and 20 students dropped. We started 1992-93 with 449 students and finished with 435. Four students who had enrolled and dropped in the past did the same in 1992-93. Our drop out rate for the year was 3.79%, down from 4.49% last year. For the sake

of consistency we determine the drop out rate without including those students who have dropped and re-entered and then dropped again. We have followed this example for the years 1989-90 through the present. Mr. Utterback had informed me that earlier years may not have consistently included the elimination of students who had dropped more than once before. Also, the method of figuring drops was calculated by many different people in the past 20 years. Further, consistency of method varied from year to year giving us percentages that were not easily comparable. Beginning this year a formula is given and all percentages since 1989-90 were refigured. The figures shown below from 1989 are correct and comparable by use of the same formula.

FERGUS HIGH SCHOOL DROPOUTS

Enroll. 1st Week	Year	Male	Female	Comptr. Drops*	1,2,3**	Adjstd. Drops	Dropout Rate***
	71-72	12	7	19			
	72-73	13	5	18			
	73-74	11	10	21			
	74-75	9	17	26			
	75-76	21	16	37			
	76-77	18	10	28			
	77-78	10	8	18			
	78-79	16	12	28			
	79-80	12	15	27			
554	80-81	3	6	9			
496	81-82	7	4	11			
497	82-83	1	4	5			
450	83-84	8	6	14			
494	84-85	18	11	29			
472	85-86	8	10	18			
512	86-87	9	11	20			
480	87-88	19	12	31			
453	88-89	19	8	27	11	16	3.53%
449	89-90	13	12	25	10	15	3.34%
425	90-91	14	10	24	8	16	3.76%
445	91-92	12	9	21	1	20	4.49%
449	92-93	15	6	21	4	17	3.79%

* Computer reported drops yearly.

** 1. Reported previously. 2. Dropped twice in same year.
3. Died.

*** Drop-out rate in percentage uses only the student's first drop.

Yearly percentage rate is total number dropped minus students who dropped and were counted in an earlier year minus any student who was counted twice in the same year minus students who have died. Divide that figure by the total number of students in school following the first full week of school. That figure is the yearly drop-out rate. A pre-registered student not starting the school

year will show as a drop on the computer and are lined out because they did not attend.

We have cooperated with Diane Oldenberg to provide opportunities for past dropouts to take the General Educational Development test (GED). We have been sensitive to the special needs of pregnant students and those who have small babies. In these cases we have used any of the following revisions to the regular school day:

- Additional absences as needed;

- Shortened the attendance day;

- Provided daily homework assignments;

- Maintained a weekly group meeting where the girls can discuss problems and concerns in the company of our female counselor;

With superintendent permission we have allowed correspondence completion beyond the 1 1/2 credit requirement of the board. (One high risk girl who was not pregnant was allowed this privilege, but she dropped out in spite of our efforts.)

In 1992-93 we added 36 more student desks thus having fulfilled our goal of updating the very poor desks that were in all English rooms four years ago. We also added 54 new student lockers to bring our present total to 482. It remains an important priority in the high school to purchase additional lockers so that we can spread students out in the hallways. There are times when some parts of our hallways are impassible due to two students to a locker, and too much concentration in some areas. Also, supervision is impossible when congestion is high.

We added more computers and printers bringing our total number of computers at the high school to 85 and our printer total is now 51. Most of our computers are IBM or compatibles with a few Apples in the music department and Chapter 1. Of our 34 district supported teaching and administrative staff, I consider 28 of us to be computer efficient; with four of us having at least basic computer skills. It will be a goal at Fergus for 1993-94 to finish the year with 100% of the staff having average or better skills on the computer.

Our one staff member who moved from room to room to teach English classes adjusted to the situation and achieved our curriculum goal. We did learn that teaching English in the downstairs Health room left the teacher and students feeling removed from the English classroom atmosphere that exists in the English classroom wing. We moved Mrs. Allen at the semester, and the atmosphere and attitude showed an upward movement.

Next year we will have a new science/math teacher, and we will apply what we've learned in getting Mr. Guyer off on the right foot.

Our major book replacement this year was Reading. In the High School that meant the implementation of the revised 9-12 literature adoption. Curriculum teams also met and rewrote curriculum for computers, Home Economics, Art and Math. The Math books are ordered and will be available in August of 1993. We will be looking at a major science curriculum adoption in 1993-94.

Teacher absences occurred at about the same rate as in 1991-92. The results are intended to provide an accounting of class time lost and do not include administrators or counselors. Our total "Full Time Equivalent" (FTE) without these people is 28.5 teachers who have classes assigned to them daily. Using the formula 28.5×180 teaching days, the cumulative total of teaching days at Fergus High School in 1992-93 was 5,059. Teacher absences show:

<u>Reason for Absence</u>	<u>Days Absent</u>	<u>Percentage of 5049</u>
Professional Development Leave	146.5	2.90%
Sick Leave, Family Illness & Bereavement	81.0	1.60%
Activity Absences	129.5	2.60%
Other absences-- business, jury duty, etc.	46.0	.09%
TOTALS	403.0	8.00%

Thus we found that teachers were in the classroom an average of 92% of the time. My attempts to cut back on teacher absences have been largely unsuccessful. Although a few professional leaves were denied, most were granted because of legitimate reasons to attend. Activity absences have remained about the same because it's been impossible to schedule at times that would allow less school time lost. The same is true for staff development and professional development.

In light of the high number of substitutes we have in the building, I think staff inservice on how to prepare for a substitute is needed. The teacher's goal should be to insure that students are not short changed when the regular classroom teacher is absent.

My 1992-93 goals for Fergus were:

1. Restructure work assignments in the office so we can keep up with the work load better.

2. Maintain a positive work place.
3. Implement the Eagle Renaissance achievement program.
4. Stress Fergus as a strong academic and activity school.
5. Work at achieving excellence with the programs we have. Don't overburden the staff with more new programs this year. (Over the last three years we have implemented several new programs, and the staff is feeling a little stressed out at this time.)

My 1993-94 goals are:

1. To spend additional time with department heads and individual teachers to help achieve the curriculum goals for each study area.
2. To provide continuous evaluation of staff performance and completion of curriculum goals.
3. To confront cheating as a serious problem at Fergus High School. (In some cases students tell me certain staff members don't do enough to discourage cheating. Likewise, too many students don't view cheating as a wrong act.)
4. To assist classroom teachers with classroom behavior guidelines and the consistent use of Assertive Discipline.
5. To provide encouragement and direction to the Fergus staff in the use of technology and software (including a pilot study of applied learning involving two teachers and two separate classes. Applied academics is a concept of Tech Prep. This team teaching attempt will be a one to two week controlled project that will also involve our Tech Prep coordinator D.K. Slagel.)
6. To maintain the concept of incentive and reward for our teachers and staff. I hope that attempt will be through the Renaissance Program we started in 1992-93.

FERGUS HIGH SCHOOL ACTIVITIES

201 CASINO CREEK DRIVE
LEWISTOWN, MT 59457
(406) 538-2321

1992-93

YEAR END REPORT

Golden Eagle Activities in 1992-93 experienced another exciting year of individual and group accomplishments here at Fergus High. We feel our activities are providing the educational experiences needed to develop strong individual citizens through this, the "other half of education." Again, as in past years, those outstanding efforts within the activity program brought the student body together and generally enhanced the overall attitude and atmosphere of the school and it's public.

Some of the many HIGHLIGHTS for the year included:

Continuing successes of our activities participants in academics. Last year we proudly accepted the Montana High School Association's Class A "Academic Excellence Award" for the 1990-91 school year. Early on it appeared we could become the state's first repeat champion, but we were just "nosed out" by Colstrip. The Academic Excellence Award is the top academic award given by the association and it's member schools. It is a reflection of the grade point averages of letter-winning student participants in athletics, speech, drama and music. From our end, the award has become another indicator that the Fergus staff's philosophy that academics must come before activities.

Another similar success was that of our ACADEMIC DECATHLON team at Fergus High this school year. This group of students and their coach, Lynne Wise, had another great year. As two-time defending State Champions the Eagle team was narrowly defeated by Miles City in the state competition. The only negative about the program will be it's absence in future years. Principal Rich Wilson, the State Coordinator, and Mrs. Wise worked hard for the past three years to promote and develop a network of schools throughout the state that would participate and promote this form of academic competition. In the long run however the battle was ultimately destined to fail because of the lack of school funding throughout the state.

As I have reported on in the past, the Screaming Eagle BAND, under the direction of Rich Garcia, is developing a strong tradition of excellence and excitement within the walls of Fergus High. The symphonic band achieved much acclaim, again, and the future appears to be getting brighter and brighter as we look to develop a concert band of freshmen next school year. It is hard to beat a program that sent 28 members to the State Solo and Ensemble Festival last May. The Jazz and Pep Bands are always a part of the reason the band is recognized as one of the top groups in the state. Leading the way for the students was junior Dan Wood who was a member of the All-State Band and was second chair trumpet for the prestigious six-state All-Northwest Band. Dan was also winner of the bands most coveted award, the John Phillip Sousa Award. Todd & Lori Combs were members of the All-State Orchestra and Aaron Wolfe was the Louis Armstrong Jazz award winner.

Fergus High's CHOIR department was headed up by new staff member Randy Crain, who provided new leadership and energy to the program. Under his direction, concert choir and symphonic choir were very entertaining and were well received during their concerts. Under Mr. Crain the students learned to enjoy the time they spent singing. I believe the Choralaires were more than just outstanding, they truly enjoyed their

FERGUS HIGH SCHOOL ACTIVITIES

201 CASINO CREEK DRIVE
LEWISTOWN, MT 59457
(406) 538-2321

opportunity to entertain others. The participants in the All-State Choir included Heather Evans, Brandi Link, Aaron Wolfe and Jennifer Rutledge. Another indication of improvement was apparent this spring as 22 participants qualified for the State Solo and Ensemble Festival in May.

Coaches Mike Rea and Julie Allen led the **SPEECH & DRAMA** team to several successes this season. Highlights included a strong finish by Wendy Billingsly as she finished with a bronze metal in Impromptu Speaking at the State A-B-C Speech and Drama Meet. Overall, the team qualified four students to the State Meet. Another big event for the Fergus team and coaches was the hosting of their own invitational meet, which was held for the first time in four years.

The year, summer included, is always a busy one for the **CHEERLEADERS** and this year was no exception. Under the leadership of advisor Ellen Gerharz the girls continued working hard to improve individual skills and school-wide spirit and sportsmanship. The team members continue to be strong representatives of the school throughout the community and represent the school well at all levels. Added to the team for 1992-93 was an additional varsity cheerleader while a JV cheerleader will be added to the team for school year 93-94.

The only true disappointment in the activities arena was the host of problems **EAGLETTE** program. As mentioned last year, finding a quality replacement as a new advisor would be tough. Early in the summer Deanna Benton was selected as this year's advisor. Early on everything seemed to work out fine, but by the end of the season, after numerous confrontations the program and it's support base fell apart.

The efforts of student body President Jessica Reesor and advisor Lynn McMillan were primary reasons for the success of the **STUDENT COUNCIL**. Other officers in the organization included Vice President Aaron Wolfe and Secretary/Treasurer Tina Eastman. Many new projects were initiated and other accomplishments were achieved during the year as the group provided another year of positive leadership within the school. The council's recognition programs are always a vital part of the school year and included the Good Apple Award program, the AAA Awards, the Student of the Month Awards, the new FHS "Eagle Clock" Awards and the Blue/Gold Leadership Breakfast. In conjunction with Mr. Picco and his students, the Student Council sponsored "Eagle Project" will be completed and on display in the oval at the main entrance of the school.

Ron Miller, the head **GIRLS BASKETBALL** coach, started off the year with a solid core of senior girls who, along with some younger girls, achieved much success together. Senior Deena Wier was an All-State performer as she helped lead an extremely balanced team to success. The varsity season ended with a very respectable 14-7 record following a heart-breaking loss to the defending State Champions from Dillon. The JV team finished the year with an outstanding 16-2 record under the guidance of assistant coach Sue Habbe. Jim Daniels coached the sophomores to a 12-5 record while Dick Brosseau lead the freshman to a 10-7 record.

The **FOOTBALL** program went through a rebuilding year but was very competitive in the Central A. Their hard work resulted in a hard earned record of 2-6 with the major highlight included their victory over Anaconda. Next season hopes to be better although the Eagles will have to fill the shoes of All-State Team members David

FERGUS HIGH SCHOOL ACTIVITIES

201 CASINO CREEK DRIVE
LEWISTOWN, MT 59457
(406) 538-2321

Southworth and Kevin Moffatt. The Eagles were led by head coach Gary Gebert and assistants Vic Feller, Sam Richter, Rick Wright, Ron Hrubes and Mike Rea. Records for the JV & freshman teams were 5-4 and 6-2 showing strong potential for teams in the future.

The CROSS COUNTRY team worked hard, but fell just a little short in team numbers and experience. The team, under the direction of Eadie Schultz, was again very young and experienced many injuries and other set-backs late in the year. The major highlight of the year happened at the State A Meet in October as sophomore Erann Brown came through by placing 19th as the team ended up fifteen overall.

Vic Feller took over the head coaching position for the WRESTLING team in 1992-93. Highlights included increased numbers of participants, successful home matches and a divisional team which qualified twelve members for state but again just missed the third place trophy. The overall team dual record was 10-7. Both Aaron Wolfe and Troy Lane were divisional champions in their weight class and finished 3rd at the state tournament in Billings.

The VOLLEYBALL program continued their successes and had another excellent year. The team earned a third place finish at the Central A Divisional in Havre but were unable to come back home to participate in the State Tournament. First year head coach Sterling Sundheim and assistant coaches Cindy Huether and Melanie Smith worked hard at developing a solid program that should continue it's winning ways next year. Their successes in the Electric City Classic started the highlight reels as they blazed through the season with a varsity record of 18-8 against outstanding competition. The team was lead by senior All-State member Deena Wier and All-Conference members Lori Brown and Sarah Bren. The JV record was a shining 17-7 while the frosh were also strong at 17-4.

The BOYS BASKETBALL team had exceptional year where the boys were not only entertaining to watch but tough to beat in the big games. They finished the season with an overall record of 15-9, tying for second in the conference and bringing home a second place trophy in the tough Central A tournament. Their trip to the state tournament was the first since 1988. Head coach Brian Orr also worked hard to develop a strong program from the varsity down through grade 5. Assistants were Dick Brosseau, Sam Richter and Jim Daniels. The JV record was 9-7, the sophomores were 11-5 and the freshmen completed the season at 8-10.

The GOLF program lost several outstanding players and still had one of it's best years. Head coach Ron Miller and assistant Bob Oldenburg provided excellent leadership for both teams with the boys and girls winning several meets during the regular season. They completed a fine year as the boys finished fifth and girls eighth at the State Class A Meet. Jessica Reesor and Brian Haugen (fifth at State) were outstanding leaders for their respective teams.

The TENNIS team was again led by the successes of its doubles teams this season as three of the four doubles teams placed at divisional and qualified for state. Seniors Aaron Wolfe and Scot Kurns played well at the State A Meet to lead the team. Again, several of the divisional participants were underclassmen so the future looks bright. Head coach Earl Evans and assistants Diane Lewis and Dan Evans continue to have large numbers of participants out for tennis.

FERGUS HIGH SCHOOL ACTIVITIES

201 CASINO CREEK DRIVE
LEWISTOWN, MT 59457
(406) 538-2321

TRACK & FIELD program was lead by long-term head coach Eadie Schultz. Along with her assistants Dick Brosseau, Tim O'Hare and Harriette Brandon-Pallett they enjoyed another successful track season. The girls team won the Central A Divisional Meet and brought home the runners-up trophy following the State A Track & Field Meet in Missoula. The team enjoyed much individual success as well. Leading the team for the girls were sophomores Lori Brandon (state high jump champion) and Chelsie Chapman, junior Heather Wilson and freshman Jennifer McMillan (state 300 hurdles champion). The boys team shows promise as five of the seven state qualifiers were sophomores.

JUNIOR HIGH programs again made outstanding gains in providing good experiences for kids and yet improving as developmental programs for the high school teams. The football, boys and girls basketball, track & field, cross country and wrestling teams all participated on an interscholastic basis for the third year and will just continue to improve. Scheduling problems will probably continue to be a problem as we are not in a "set" league for junior high teams and our traditional rivals learned to get games elsewhere when we gave up interscholastic competition several years ago.

At the ELEMENTARY level, in grades five and six, Jim Daniels coordinated good programs in volleyball, basketball, wrestling and track. Girls basketball being successfully moved to the fall and wrestling being re-instituted were the major changes in the activities program at this level. Head coaches continue to provide clinics and other inservice activities for elementary programs and hope to spend more time working with the younger athletes in the future. Changes in next year may include separation of the girls and boys basketball into their more traditional seasons. Current elementary season lengths were: volleyball & basketball - 8 weeks each; wrestling & track - 6 weeks each. Elementary participant numbers were: volleyball - 76; girls basketball - 75; boys basketball - 82; wrestling - 19; girls track - 52; and boys track - 45.

In looking ahead to the next few years several concerns still remain within the activities program, primarily for the athletics teams which work hard to represent the school and the community. The largest of those concerns continues to be the lack of finances. While some improvement over the past is evident, it is difficult for coaches to consistently meet expectations when other schools receive greater financial support. Related to the financial picture is the need for obvious facility improvements in several activities. An all-weather track, new tennis courts and athletic field stands are just a few of the needs. Hopefully these facility needs can be obtained with help outside of the district. Outside of the financial issue, good leadership within each program is essential and obtaining strong coaches and advisors must continue to be a priority within the school system. Hopefully we will be able to work together to develop and maintain both needed financial support and activity leadership. Other concerns include the continuation of the participation fee process and provision of adequate supervision and medical assistance for activities.

Respectfully submitted,



Scott A. Dubbs, Assistant Principal/Activities

LEWISTOWN PUBLIC SCHOOLS

MUSIC DEPARTMENT

RICHARD GARCIA
MUSIC COORDINATOR

Date: June 4, 1993
To: Conrad Robertson
School District #1 School Board Members
Re: Year End Report 1992-93

Below is a summary of the activities, accomplishments and recommendations of the Music Department for the past year.

Highlights

*Lewistown Public Schools hosted the Eastern "A" Band Festival held on January 31 and February 1,2 at Fergus High School. Participating were 6 school bands. More than 304 Students in were housed and fed, by the Lewistown Community. The Fergus Band performed brilliantly and recieved high marks for their one (1) rated performance as well as their warm hospitality.

*Lewistown Public Schools sent Dan Wood, Jennifer Rutledge, Aaron Wolfe, Brandi Link, Heather Evans, Todd Combs and Lori Combs to the 1992-93 All-State Music Festival.

*Lewistown Public Schools sent Dan Wood to the All-Northwest Music Festival in Portland Oregon. Dan Wood sat second chair trumpet in the band. The band is selected by audition only from the northwest states.

*Lewistown Public School Jazz Bands and Swing Choirs were exceptional in their public performances.

Activities

Concerts

- *10 major concerts by the Elementary Band and Chorus through the High School Band and Chorus.
- *2 Eastern "A" Festivals
- *2 District Festivals
- *1 State Festival
- *22 Pep Band performances

Programs

- *Many Elementary School programs were held at the Fergus Center For The Performing Arts as well as at the individual Elementary Schools.

Summer Parades

- *2 with high participation

Community Performances

- *14 Community performances

Improvements

- *Fergus High School Music Library is continuing to be inventoried.
- *Lewistown Junior High Music Library is being inventoried.
- *CD ROM Technology was introduced and is being used as a musical resource.
- *Lewistown Public School Music Department has dramatically improved their french horn fleet.

STAFF DEVELOPMENT

Lewistown Public Schools

201 Casino Creek

Lewistown, MT 49457

(406) 538-2321

June 10, 1993

TO: Conrad Robertson
Superintendent of Schools

REF: 1992-1993 Accomplishments
Staff Development

The following outline is a breakdown of major activities and projects that were undertaken by Staff Development Program during the school term 1992-1993. They represent the services and opportunities for training that have been offered to district personnel.

I. Math/Science (Title II - Math/Science Allocation)

- * Regional Math Conference - Las Vegas, NV
5 teachers - 20 hours of training each
- * National Math Convention - Seattle, WA
5 teachers - 20 hours of training
- * National Science Convention - Kansas City, MO
3 teachers - 20 hours of training each
- * Elementary Computer Education - Lewistown, MT
6 teachers - 3 hours training each
- * Math Their Way Workshop - Lewistown, MT
20 Teachers - 30 hours training each
- * Holograms - Lewistown, MT
1 Teacher - 4 hours training each
- * Spectrophotometer - Lewistown, MT
5 Teachers - 3 hours Training each
- * Math Manipulative - Lewistown, MT
12 Teachers - 1 hour Training each
- * Computer Inservice - Lewistown, MT
16 Teachers - 3 hours training each
- * Math Inservice - Lewistown, MT
14 Teachers - 6 hours training each

- * Science Inservice - Lewistown, MT
16 Teachers - 6 hours training each

Summary of Math/Science Activities:

The Math/Science Program provided 97 teachers with a total of 1137 contact hours of in-service training. Teachers affected by the program included 1 High School, Junior High School, and Elementary Staff Members. Accordingly, each of the 97 teachers received approximately 12 hours of in-service training in math/science area.

II. GENERAL STAFF DEVELOPMENT (Chapter II - Block Grant)

- * School Law - Lewistown, MT
August, 1992
10 Staff - 3 hours training each
- * Gifted and Talented Training - Lewistown, MT
Oct 16, 1992
109 teachers - 4 hours training each
- * Cooperation VS. Competition - Lewistown, MT
(Funding for the Central Montana Cooperative)
Jan 6, 1993
106 Staff Members - 6 hours training each
- * Havre School Visit - Havre, MT
April, 1993
5 Teachers - 6 hours training
- * Motivation and Self Image - Lewistown, MT
April 6-8, 1993
102 teachers - 7 hours training each

Summary of General Staff Development Activities:

The Staff Development Program provided 106 staff members with a total of 1846 contact hours of in-service training. All teachers, K-12, were affected by the program. Consequently, all teachers in the district received approximately 18 hours of staff development services.

Sid Wilson
Staff Development Coordinator

CHAPTER I SUMMARY FOR 1992-93 SCHOOL YEAR
SUMMARIZED BY MARYJO HAMLING, PROGRAM COORDINATOR

This federally funded basic skills program has 4 full-time and 7 part-time positions.

Staff includes::	Garfield:	RoseMary Tews Misti Dobesh (Kinder.) Dan Melick Karen Combs (4/5 time) Leslie Hadden Jackie Rickl (4/5 time) Harry Fradley 1/2 time reading Valorie Snapp reading and math LaRae Acker - reading MaryJo Hamling - math Victor Feller - math
	Highland Park:	
	Lewis & Clark (new this yr.)	
	Junior High:	
	Fergus High:	

BPU Manager: Dennis Bergo Authorized Rep.: Stacey Vestal

Elementary Allocation (K-8): \$ 280,610

Fergus High School 9-12 : 92,850

The federal allocation pays for Chapter I teachers' salaries and benefits, inservice, substitute teachers, supplies and equipment.

Highlights:

1. 213 students in k-12 participated, in reading, math or both. Thirteen kindergarteners participated in the Extended Day Kindergarten, begun this Fall. They attended morning kindergarten at their neighborhood school and in the afternoon were taught by Misti Dobesh at Garfield in the Chapter I kindergarten program. (5 each from Garfield and Lewis & Clark, 3 from Highland Park.)
2. We had a good effort in staff development, sending all Chapter I teachers to the Fall Conference in Helena, along with three classroom teachers and 2 principals. Three Chapter I teachers attended NCTM math conferences (2 to Seattle, one to Columbus, Ohio). Teachers also attended Children at Risk Workshop in Billings, 2 attended Agate Conference, and an in-service was held in Feb. here for Highland Park Ch. I staff to acquaint them with their new MacIntosh computer.
3. Fergus High Reading program and Junior High math program were in PIP (program improvement process this year.) Both teams worked hard to write the PIP plans required by the state. FHS received \$6,600 in PIP funds and Junior High received about \$1300. Effective with the April 1993 SAT/TASK test scores, both buildings are now out of PIP. (PIP is based on gains for students in annual April testing.)
4. Chapter I held a pre-school year Summer program in July-Aug. for three weeks for eligible students. Teachers Nancy Beck, Pattle Ross and Mark Beck worked with math and reading skills with students in primary grades, at Lewis and Clark School. We received positive feedback from teachers and parents and will be doing a similar program July 19-August 3.
5. Another strength of the program is the Reading in the Content Area - Social Studies program at Fergus High. Sophomore and junior Chapter I students take a world or American history course taught by LaRae Acker for which they receive credit toward graduation.
6. The evaluation reports for 1992-93 school year are completed. Based on the SAT/TASK scores, Highland Park and Garfield reading programs and Fergus High math program will be in PIP.

7. The needs assessment and screening for next school year are complete. The master priority lists of eligible Chapter I students for 1993-94 have been completed and distributed in all buildings. By doing these on the computer the process is much more efficient than in the past.

8. Annual Chapter I parent meeting held Feb. 4th had a good turnout of parents from all 5 buildings attend. Karen Combs and MaryJo Hamling presented a short overview of the Megaskills program. Due to the positive reception, three Megaskills workshops were held in March and April, with about 15 Chapter I parents attending these. These parent workshops will probably be continued in 93-94 school year.

9. The use of a kindergarten checklist, rather than SAT scores for students in the spring of their kindergarten year is a big plus for the program and for our district. The kindergarten checklist was re-written and improved, with coordination and cooperation of the 3 kindergarten teachers, Chapter I staff and administration. This cooperative effort will greatly benefit the children as they enter first grade.

RECOMMENDATIONS:

1. To offer extended day kindergarten program at Garfield both in afternoon (as we did this year) and also in the morning. Misti Dobesh will teach the afternoon session and another teacher will need to be hired to do am.

2. The district needs to improve the physical facility for the Chapter I program at Lewis and Clark (located in the hallway) and at the Junior High, where the main-floor classroom is over-crowded and undesirable due to materials etc. from other programs/depts. who share that room. The Chapter I program has 2 sites -- the second room is upstairs next to the library. Ideally one adequate room would maximize use of Chapter I materials and computers and serve the program's students much better.

3. Implement a new design for the Chapter I 7th grade reading program. The proposal is to have Harry Fradley integrate the Ch. I program into the content area (7th grade social studies classes.) The goal is to better serve the Chapter I 7th grade students, who presently must choose between a reading class elective and other electives (art, home ec, etc.)

4. To continue strong efforts to improve understanding of the Chapter I program -- by parents and by classroom teachers. (Some still confuse Chapter I with special education programs.) This needs to be done district-wide through in-service and also at the building levels.

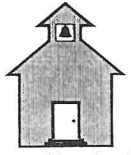
5. Continue concerted efforts on coordination with the regular program and special ed. program. Time and effort need to be dedicated to this important component.

6. Need advanced planning by the district administration prior to application for the 94-95 school year (before May 1994), since the federal cutbacks will be felt at that time. This year, large carryover funds in both elementary and high school programs will delay the true impact.

7. The district needs to devote energy and time to study language and reading skills, particularly for grades 7-10. Chapter I does not serve students in the language area, yet many are in need of assistance, and formal reading instruction ends at 6th grade. This could be in conjunction with Language Arts Curriculum Team work.

8. In 6th grade on, planning prior to the students signup for their next years courses should include using the newest (April) test scores and Chapter I eligibility lists. This year 8th graders were scheduled BEFORE the lists were available -- so the students eligible for Chapter I as ninth graders were not scheduled into those classes.

9. Special coordination at crucial transitions -6th to 7th grade and 8th-9th grade so that students don't get "lost in the cracks" of the system.



Your public schools...
here's no better place to learn. ©

Lewistown Public Schools

School District Number One
215 7th Avenue South
Lewistown, Montana 59457
(406) 538-8777

SPECIAL EDUCATION

1992 - 93 ANNUAL REPORT

The special education department had another successful year for school year 1992 - 93. Approximately 125 students received special education instruction through one of the special education teachers. In addition, 14 students received adaptive P.E. assistance and 101 students received speech therapy (both of which were provided through the cooperative). Because there was no turnover in personnel, stability of programming was very evident.

The district has continued to make gains in inclusion / accommodations of children within regular classrooms. Several more students who have significant needs were incorporated into regular classrooms with the help of assistants. Many positive comments were heard from parents and teachers. The decisions made in this regard were certainly in the best interest of the children involved. The director of a parent advocacy group from Billings has shared positive comments with the district in this regard also.

We are excited about plans for school year 1993 -94 which were formulated during this school year. We plan to relocate the preschool special education program at Head Start in the Fall. This shift will mean that all of our preschoolers will be in programs with children who do not have disabilities. One of the buildings will also be piloting Student Assistance Teams which will help teachers attempt more interventions prior to placement into resource rooms. Many professionals in the district will be researching the Inclusion Model for serving more students in the regular classroom. After researching the model in depth, hopefully there will be recommendations as to how to serve resource students in a different manner.

In conclusion, as director I appreciate the support that has been provided to our program by the board. The decisions that you have made have been in the best interest of our students with disabilities.

COMMUNITY EDUCATION, 1992-93

Diane Oldenburg, Director

The office of Community Education continues to serve an ever-increasing number of central Montanans with varied and diverse offerings from each of four departments. Please note the attached report for specific enrollment figures.

ADULT EDUCATION

A comprehensive program of 102 educational, social, recreational and cultural opportunities for adults was offered during the 1992-93 term. Advertising efforts were increased by distributing the adult education flyers to 6,500 area households three times per year, as well as to all area businesses through a combined effort with the Lewistown Area Chamber of Commerce.

Classes were held in conjunction with the American Red Cross, Family Planning, Edward D. Jones Company, Piper, Jaffrey and Hopwood, and the Lewistown Historical Preservation Association.

New registration procedures and refund policies were developed and implemented resulting in positive and long overdue changes.

Considerable time was spent assisting White Sulphur Springs and Roundup in establishing adult education programs for their school districts.

I was elected to the state board of the Montana Association of Adult and Community Educators for a three year term. During this school year, I attended the Montana MAACE Conference, the state Adult Education Directors meeting, and several MAACE board meetings.

DRIVER EDUCATION

Many new programs were added to the Driver Education curriculum:

- * A two-mile stretch of highway was adopted for litter clean-up by our students three times per year.
- * A lease with O.P.I., for use of the Montana Advanced Driver Facility, has added many challenging facets to our behind-the-wheel training.
- * All students now receive a complete vision screening at the beginning of each session.
- * Behind-the-wheel training now includes a trip to Great Falls, allowing each student to experience highway and big city traffic conditions.
- * For payment of an optional fee, students receive a lesson in operating a manual shift vehicle.

Enrollment in Driver Education remains strong and will most likely experience an increased demand as the larger classes move into the freshman and eighth grade levels.

ADULT BASIC EDUCATION/GED PROGRAM

Free classes were offered two evenings per week at Fergus High School and three mornings per week at the Lewistown Public Library. Recruitment of the general population, as well as a strong referral system between area human service agencies, provided a steady stream of clients this term.

A federal evaluation team reviewed the Lewistown ABE program in March. Commendations, suggestions and recommendations were given by the team and addressed by the local ABE staff. A full report was given to the Board of Trustees in May.

This summer, as an experiment, we are offering two ABE classes each week, from late May through mid-August, at the Lewistown Public Library site. We are already experiencing higher attendance rates than was ever anticipated. In addition, the GED exam schedule was expanded to accommodate the new summer class schedule.

We also contract with HRDC during the summer months to provide the education component for their Summer Youth Enrichment Program. Nine high-risk youths will be served in 1993.

EDUCATIONAL OPPORTUNITIES FOR CENTRAL MONTANA

EOCM experienced a difficult transition year, regarding post-secondary courses, due to the conversion from a quarter system to a semester system. College course offerings were limited, as the number of hours required for each credit increased. Enrollment was down because of increased tuition costs and loans almost doubled.

Additions to the department include a library of catalogs from most post-secondary institutions in Montana, available for students to check out and peruse. A professional adult-student counselor from Great Falls now accepts appointments through the Community Education office. The counselor visits monthly with area adults interested in returning to, or beginning, a post-secondary education. Financial aid, student support services, career counseling, and information about Montana schools are among the services provided.

The Montana Committee for the Humanities programs were well-received this year. Several speakers' bureau events that were presented to the open public, were also designated as PIR activities for area teachers and additionally, were shared with our high school students at special classroom presentations.

In my role as EOCM director, I also conducted a successful fund-drive, raised the revolving loan fund from \$5,000 to \$7,500, and met with representatives from UM, MSU, EMC and John Hutchinson, Montana's Commissioner of High Education.

OTHER

Representing the Community Education office, I served on the Chamber of Commerce Education Committee, the Human Services Coalition, the Teen Parent Taskforce, Project Care, the Literacy Board (LEARN), the JOBS Taskforce, the Central Montana Job Network, the PIR Committee, the Adult Basic Education Advisory Board and the Montana Association of Adult and Community Educators. I also served as a judge for the Montana state Soroptimist's Youth Citizenship Award.

OFFICE OF COMMUNITY EDUCATION
1992-93

ADULT EDUCATION

FALL		WINTER		SPRING	
Classes offered	<u>28</u>	Classes offered	<u>39</u>	Classes offered	<u>35</u>
Classes held	<u>23</u>	Classes held	<u>27</u>	Classes held	<u>31</u>
Enrollment	<u>313</u>	Enrollment	<u>443</u>	Enrollment	<u>331</u>

TOTAL ADULT EDUCATION PARTICIPANTS: 1,087

DRIVER'S EDUCATION

School Year		Summer '93	
<u>3</u> sessions	<u>69</u>	<u>2</u> sessions	<u>54</u>

TOTAL DRIVER EDUCATION PARTICIPANTS: 123

ADULT BASIC EDUCATION/GED

ABE/GED Class Enrollment	<u>59</u>	Total GED exams given	<u>46</u>
GED Examinees, no class	<u>20</u>	No. completing exam	<u>34</u>
Summer Youth Program	<u>9</u>	No. passing GED exam	<u>28</u>

TOTAL ABE/GED PARTICIPANTS: 88

EDUCATIONAL OPPORTUNITIES FOR CENTRAL MONTANA

FALL SEMESTER		SPRING SEMESTER	
College classes	<u>7</u>	College classes	<u>8</u>
Enrollment	<u>86</u>	Enrollment	<u>106</u>

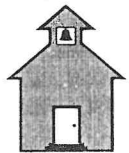
Number of classes offered:	18	EOCM Loans given:	56 for \$6,719.08
Types/number of classes held:	15	Scholarships given:	4 for \$500.00
Computer.....	6		
Education.....	8		
General.....	1		

Workshops/Seminars held:		MT Committee for the Humanities	
Held	<u>2</u>	Held	<u>8</u>
Enrollment	<u>116</u>	Enrollment	<u>436</u>

Kids Computer Camp '93		Adult Student Counseling	<u>14</u>
Enrollment	<u> </u>		
(Scheduled August 9-13, 1993)			

TOTAL EOCM PARTICIPANTS: 758

TOTAL PARTICIPANTS SERVED BY COMMUNITY EDUCATION, TO DATE: 2,056



Your public schools...
There's no better place to learn.

Lewistown Public Schools

School District Number One
215 7th Avenue South
Lewistown, Montana 59457
(406) 538-8777

TO: Conrad Robertson
FROM: L. J. Bowman *[Signature]*
RE: Curriculum Annual Report
DATE: June 10, 1993

- Curriculum teams were established for Math and Guidance.
- Math curriculum was revised and adopted.
- Math materials were purchased K-12. Textbook adoptions were made for K-2 and 9-12.
- Guidance curriculum was developed and adopted.
- Reading/Literature K-12 and Art K-12 curriculum teams worked on assessment for these areas.
- The Computer curriculum team provided administrators with a list of recommendations for the future. Computer labs will be set up for 4-6 in all elementary buildings next year.
- The Gifted/Talented curriculum was revised and adopted.
- Home Economics curriculum was revised and adopted.

Projects Next Year

- Science K-12 curriculum revision and adoption
- Computer K-12 curriculum revisions
- Math curriculum assessment
- Guidance curriculum assessment
- Gifted/Talented curriculum assessment

LJB/csg

June 7, 1993

TO: Superintendent Robertson
FROM: John Moffatt
RE: Annual Report - Drug and Alcohol Program

The Drug and Alcohol Program has had a successful year with the following highlights:

- Sponsored facilitator's workshops in the fall and spring with Dr. Tom Nowlin of EMC as the presenter.
- Sam Richter has been active in coordinating efforts between parents, community agencies, and the public schools.
- Drug and Alcohol services and the law enforcement have been active in the community.
- A representative from the judicial system has been an active member of the Prevention Team.
- Grant monies will be fully expended.
- The Drug and Alcohol Prevention Team met each month.
- Red Ribbon Week in October was successful. An expanded list of activities, including a "Fun Run", was implemented. Sam Richter surveyed teachers to gauge which programs were judged most effective. Of more than 15 Red Ribbon Week activities, only the Courthouse Rally was rated unfavorably.
- Provided student spots for MTI and TIP camps.
- Offered three Insight classes for students grades 9-12.
- Provided \$200 for the high school FUN (Friends United Network) Group. This money was used to sponsor the Red Ribbon Week Dance and another dance later in the year.
- Reviewed the referral system for K-6 CARE groups.
- Sponsored teachers' attendance at the Children at Risk Conference.
- Sponsored student attendance at the "Youth in Crisis" Workshop.
- Provided spring performances by Missoula Children's Theater (K-6) and NBC representatives (7-12) to follow up on Red Ribbon Week themes.
- Sponsored Covenant Players assembly as a spring follow-up to Red Ribbon Week. Other Spring Awareness Week activities were held in each school.
- K-6 ME-ME program in operation in all three schools.
- Completed Drug/Alcohol grant reapplication for 1993-94. Estimated budget is at least \$30,904.11, which is slightly more than last year's figure.
- Sam Richter, working with the Fergus County Sheriff's Department, wrote a D.A.R.E. grant which could bring that program to Lewistown.
- Expanded the district's drug/alcohol resource library.
- Organized the Lewistown Parent Network based on a model from Kennewick, Washington. This organization now includes adults representing approximately 300 students in our district. Directories are being printed and will be distributed to all members.

ANNUAL SCHOOL REPORT
SCHOOL FOOD SERVICES
JUNE 25, 1993

We served 130,900 school lunches during the 1992-93 school year, a 5% increase over last years, averaging 727 school lunches daily. It is a known fact that the more meals you serve, the cheaper they become. This increase has been a great help to our program financially. If our a la carte sandwiches, salads and catered noon lunches were added to this count, we would have averaged more than 750 lunches daily. Since we had made such a large increase in school lunch prices last year, we decided the prices should remain the same during this school year to encourage greater participation in the lunch program. We did, however, raise the price of milk in January as it had not been raised for several years. After raising the price of milk, we immediately noticed an increase in lunch participation at all elementary schools. The increased cost of milk may have been a factor in encouraging students to participate in the lunch program as milk is included with a hot lunch. To help our program financially, we increased the prices of several a la carte items and reviewed and repriced our charges for catered school events.

- In the elementary schools, we continue to offer several choices of main entree and vegetables daily plus salad choices to increase participation. The students enjoy the choices as well as the "Promotional Theme Days".

- Several a la carte items are sold at both the Junior and Senior High Schools as well as Salad, Sandwich, Hamburger, Pizza and Mexican Combo lunches along with the Hot Lunch choices. These are also available to the staff at Junior and Senior High School as well as at Lincoln School

- Last fall, we held meetings with the food service staff and school secretaries reviewing new prices for meals, tickets and a la carte prices. We also assisted them with the implementation of new and existing accounting policies recommended by state and federal authorities.

- We have continued to develop and update our computer programs to assist us with required inventory, food and accounting programs.

- Nineteen of our Food Service employees are currently certified with ASFSA and have participated in several of the district's in-service meetings this year as well as the state summer conference. We had three employees take the Sanitation & Safety Course at the annual state conference last year and a new employee will be attending the course this summer.

- Our staff continues to implement USDA's new DIETARY GUIDELINES utilizing the new USDA cookbook. We continually adjust

all of our recipes adding extra herbs for flavor enabling us to use less salt and sugar in our recipes. We use very little saturated fat and all of our salad dressings are made with 1/2 low fat yogurt.

- This past year our a la carte snacks sales showed an increase in the Teacher Lounges and Junior and Senior High Schools. Our catering program sales also increased from 72 events to 85 events. We have received many compliments on our catered events and it is helping us to improve our Food Service financially.

- Financially this has been a very good year for Food Service. We were fortunate to have a large inventory at the beginning of the year and utilized many of the Desert Storm products in our food preparations. We will have some of this product left to use next year which is a big saving to our department. Increases in a la carte and catering sales have helped to increase our financial stability as well as revised managerial skills in buying products.

- Our Food Service Staff has again "pulled together", cutting labor costs when possible, and helping in many numerous ways to help our department to become more stable financially. All of our employees are very dedicated and continually strive to provide a well balanced, nutritious as well as delicious meal for the students and staff. I recommend that we use the present lunch prices next year and I look forward to new challenges in the 93-94 school year as Food Service Director.

TRANSPORTATION DEPARTMENT

ANNUAL REPORT FOR THE YEAR 1992-1993

For the year of 92-93 our buses traveled 151,180 miles for the year, we had 1,442,664 passenger miles . We traveled all of these miles safely with out any passenger injuries.

This year we did a lot of major repair on our MCI activity buses we rebuilt one engine for one of the MC-5's and installed it. On the MC-8 we did a retro fit and installed a rebuilt turbo engine to improve performance and fuel milage this retrofit went very well and it seems to have accomplished both of our goals.

We also replaced the rear end in one of the MC-5's as it failed in Miles City.

This year we installed the video camera system in our buses which involved putting a black box in all the buses and wiring in a 12 volt wire for each black box and then we rotate two cameras between the route buses and the review the videos.

We also trained a number of drivers this year and we have as many relive drivers as I can remember.

The transportation Department continues to do the maintenance for the maintenance department and the Driver education car.

Maintenance Program Summary
1992-1993

The School District No. 1 Maintenance Department has had another productive year. We have again increased our preventive maintenance workload. Also, minor improvement projects continue to be completed. This year these included such jobs as the construction of the weight and wrestling rooms at Fergus High, sidewalk replacement, installation of new equipment and furnishings, and replacement of counter-tops & sinks. Our production has been reduced this spring due to Don Crofutt's recovery period after having surgery to fuse vertebrae in his neck.

Custodial operations have continued without any changes in scope or procedures. We experienced no turnover of personnel this year. We continue to have requests to upgrade our custodial care. Due to budget considerations, however, increasing staff still does not seem likely in the near future.

Contracted services continue to be used for numerous repair and maintenance activities, and for major improvement projects.

Highlights to date have included:

>Parking lot improvements @ Fergus	- \$22,500
>Carpet replacement and installation	- \$14,100
>Seal playground asphalt @ H.P.	- \$4,800
>Painting of elementary buildings	- \$4,400
>Upgrade Unit-ventilator controls in 5 classrooms @ H.P.	- \$4,000
>Replace phone system @ Garfield	- \$3,000
>Replacement of condensate pump @ Garfield	- \$3,500
>Repair of brick planter & wall @ L&C.	- \$1,400

Goals for the remainder of the year include:

>Re-roofing @ Lewis & Clark School	- \$40,200
>Install flooring @ Fergus	- \$35,900
>Painting of elementary buildings	- \$3,880
>Remove library window walls @ L&C	- \$2,978
>Seal part of asphalt @ Fergus	- \$1,740
>Install additional cabinetry @ Fergus	- \$3,520
>Replace 3 circulation pumps @ L&C	- \$2,100

Future goals include:

- > Complete installation of playground equipment.
- > Continue yearly improvements at all elementary sites.
- > Complete building and grounds improvements at Fergus.
- > Maintain budget for maintenance and operations.

LEWISTOWN PUBLIC SCHOOLS
CENTRAL OFFICE ANNUAL REPORT
June 8, 1993

1992-93 was another busy year for the Central Office. In July the District installed a new computer system. With changing technology, changes in software, and requirements from the State it is important to keep the system current. Actually, the District can save money over an older system whose maintenance costs are higher than the total cost of a new system. Currently we are looking at being a pilot school to begin electronic transfer of information to OPI.

Summer was spent transferring data to the new system, preparing for the audit, closing out FY 91-92, and starting FY 92-93.

In September the District was audited by Sam Boggess and Associates as part of state requirements for schools. The District received a "clean audit" and is in complete compliance with the recently mandated GAAP accounting procedures.

Once again Classified Council was active and dealt with suggestions, complaints, compliments, and started a program to recognize all classified employees. Each month this spring a different classification of employees received pins and badges as a thank-you for their contribution to the District.

The Central Office staff went through a series of meetings during the winter and logged all the tasks they performed each day. This data was used to reorganize and consolidate some functions to make the office more efficient and to provide better service to staff, students, parents, and the public. As an ongoing part of this the staff meets each Monday morning to plan and organize the week.

The Central Supply Store continues to grow and has added numerous items requested by staff plus some equipment and furniture items. These items, when ordered in groups, can often times save substantial amounts of money for the District.

Because of increasing demand IMC services have been expanded with the acquisition of a computer, laser printer, and scanner. This allows more of the handbooks and specialty printing to be done in-house. All printing can now be done faster and more professionally thus saving money for the District. The copier usage continues to increase with an excess of 3.5 million copies.

The Central Office Staff, using their own time and money, began monthly stress reduction meetings. These meetings varied from a retreat to Circle Bar Guest Ranch, a seminar conducted by Chris Tremain, going out to dinner, or meeting for games at someone's home. This has helped the staff maintain a high quality of work and cooperation.