

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**Lewis & Clark Elementary – Gymnasium
212 Crystal Drive
Lewistown MT 59457**

Monday, November 23, 2009

BOARD ROUNDTABLE DISCUSSION

5:00 P.M. TO 7:00 P.M.

REGULAR BOARD MEETING

CALL TO ORDER (7:00 P.M.)

1. Roll Call
2. Pledge of Allegiance

BOARD OF TRUSTEES

3. Recognition—Fergus High School Volleyball Team
4. Discussion—2010-2011 General Fund Budgets
5. Discussion—Retirement Incentive
6. Discussion—Facilities/Tax Projections
7. Report—Student Representative
8. Report—Committees of the Board
9. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

10. Report—Investment
11. Other Items

PUBLIC PARTICIPATION

12. Recognition of Parents, Patrons, and Others Who Wish to Address the Board

ACTION ITEMS

MINUTES

13. Minutes of the November 9, 2009, Regular Board Meeting

APPROVAL OF CLAIMS

14. Claims

CONSENT GROUP ITEMS

15. None

INDIVIDUAL ITEMS

16. Approve Personnel Report

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:

- 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.
- 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.

CONSENT GROUP ITEMS

The action of adoption of the "Consent Group" as an official item on the agenda means that all items appearing under the title "Consent Group" shall be adopted by majority approval of a single motion, unless a member of the Board or the Superintendent requests that any particular item be removed from the "Consent Group" and voted on separately.

Generally "Consent Group" items are matters which members of the Board and Superintendent agree are routine in nature and should be acted upon in one motion to conserve time and permit focus on other than routine matters on the agenda.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

3

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

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL VOLLEYBALL TEAM

Requested By: Board of Trustees **Prepared By:** Scott Dubbs **Date:** 11/23/2009

SUMMARY:

The Board of Trustees would like to recognize and congratulate the Fergus High School volleyball team and coaches for their third place finish at the State A Volleyball Tournament held in Bozeman on November 12-14, 2009.

Coaches: Tara Taylor, Deena Ross, and Josie Krause

Team Members: Allie Adams, Leah Berry, Courtney Colver, McCalle Feller, Sierra Fox, Abby Gordon, McKenzie Guyer, Dayna Jensen, Amanda Monger, Lissa Quinlan, Jada Scheffelmaer, Kylee Snapp, and Amanda Stenseth

Managers: Taylor Scott and Jordan Wilcox

SUGGESTED ACTION: Recognition

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

4

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

ITEM TITLE: DISCUSSION—2010-2011 GENERAL FUND BUDGETS

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 11/23/2009

SUMMARY:

Following are preliminary FY11 General Fund budgets for Lewistown Elementary and Fergus High School. As you can see, we face significant shortages in both districts—even if we obtain voter approval for the maximum levy amounts.

Also attached is information pertaining to the District's Title I grant budget. Beginning next year, Title I allocations for Montana school districts will be based on a new formula. As a result of the new formula, Lewistown's Title I allocation will be reduced by about \$37,000 (roughly 12%) per year. This drop, coupled with the requirement to spend 10% of the grant on professional development, will significantly reduce the amount of money we have available to spend on Title I salaries and benefits.

Though not directly related to the General Fund, these changes to Title I will impact the District's funding picture. Stimulus money will likely offset some of the projected shortfall next year; after that, however, we will need to discontinue those expenditures or make room for them in the General Fund.

We will discuss both the General Fund and Title I budgets in more detail at Monday's meeting. Please contact me with questions.

SUGGESTED ACTION: Discussion

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

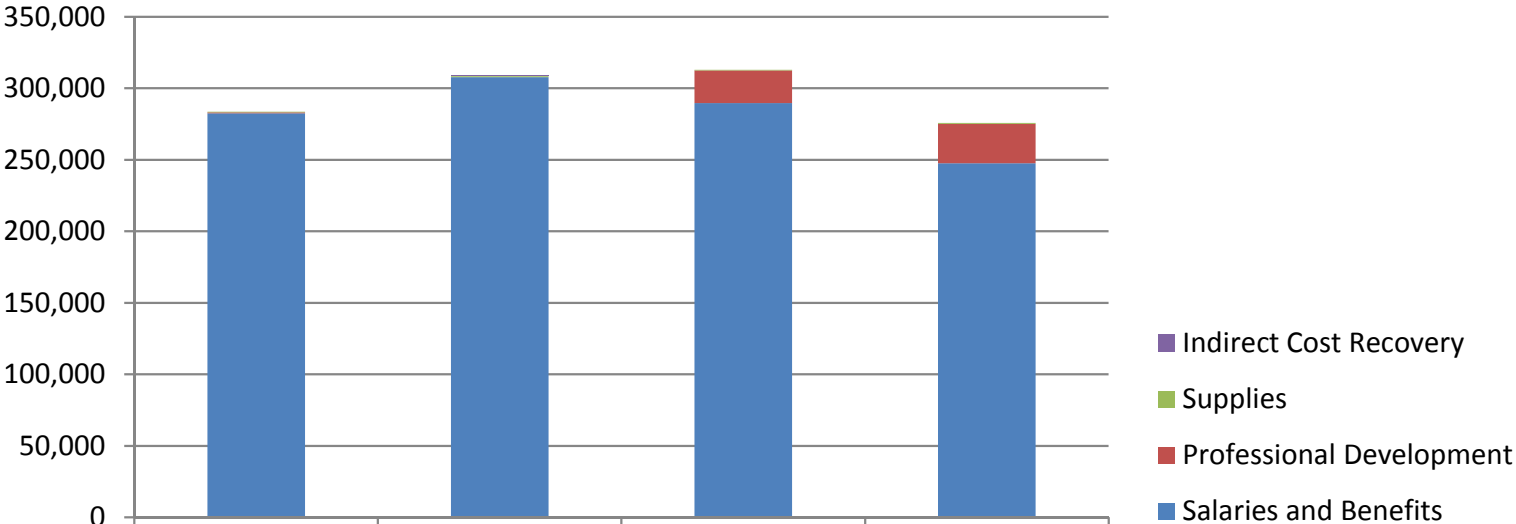
LEWISTOWN PUBLIC SCHOOLS

FY2011 Preliminary General Fund Budget Analysis

November 18, 2009

	Elementary		High School	
	Amount	%	Amount	%
Projected Salaries and Benefits	4,625,091	81%	2,588,524	74%
Projected Utility Costs	285,800	5%	220,350	6%
Projected Other Costs	801,070	14%	681,182	20%
Total Projected Expenditures	5,711,961	100%	3,490,056	100%
Highest Budget Without a Vote	5,511,609	96%	3,262,710	93%
Highest Budget With a Vote	5,615,970	98%	3,293,880	94%
Maximum Voted Amount	104,361	2%	31,170	1%
Surplus/(Shortfall) Without a Vote	(200,353)	-4%	(227,345)	-7%
Surplus/(Shortfall) With a Vote	(95,991)	-2%	(196,176)	-6%

Lewistown Public Schools Title I Grant Expenditures and Budgets FY08 - FY11



	FY08 Actual	FY09 Actual	FY10 Budget	FY11 Preliminary Budget
■ Indirect Cost Recovery	0	465	0	0
■ Supplies	547	607	500	500
■ Professional Development	584	0	22,822	27,579
■ Salaries and Benefits	282,589	307,948	289,789	247,711

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

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

ITEM TITLE: DISCUSSION—RETIREMENT INCENTIVE

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 11/23/2009

SUMMARY:

The Board of Trustees needs to discuss the possibility of having a retirement incentive for the 2009-2010 School Year.

SUGGESTED ACTION: Discussion

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS

Analysis of FY07, FY08, and FY09 Retirement Incentives
November 23, 2009

Year	District	Retiree	Retiree Salary Matrix	Longevity	Retiree 2008 Salary	2008 Retirement Incentive	Retiree 2009 Salary	2009 Retirement Incentive	Retiree 2010 Salary	2010 Retirement Incentive	Replacement	Replacement Salary Matrix	2008 Replacement Salary	2008 Net Savings	2009 Replacement Salary	2009 Net Savings	2010 Replacement Salary	2010 Net Savings
FY09	Elem	J Davis	MA3 Step 15	3%	54,240	0	54,240	0	55,325	5,500	A Jenness	MA Step 4	N/A	0	N/A	0	33,943	17,542
FY08	HS	J Borgreen	MA3 Step 15	4%	52,153	0	54,240	6,600	55,325	6,600	K Ruland	MA Step 5	N/A	0	34,589	15,221	38,015	12,923
FY08	Elem	K Ruland	MA Step 4	0%	31,997	0	33,277	0	33,943	0	D Braulick	BA Step 4	N/A	0	29,503	3,774	30,093	3,850
FY08	HS	M Rea	MA3 Step 15	1%	52,153	0	54,240	6,600	55,325	6,600	F Kuntzelman	MA Step 4	N/A	0	33,277	14,905	35,282	13,996
FY08	HS	M Hamling	MA3 Step 15	2%	52,153	0	54,240	6,600	55,325	6,600	R Stenseth	MA Step 9	N/A	0	39,838	8,887	41,974	7,858
FY08	Elem	N Barber	MA3 Step 15	3%	52,153	0	54,240	6,600	55,325	6,600	J Comes	MA3 Step 9	N/A	0	44,813	4,454	47,312	3,073
FY08	Elem	B Anderson	BA Step 12	0%	36,295	0	37,747	6,600	38,502	6,600	H Woodhall	MA Step 4	N/A	0	33,277	-2,130	0	31,902
FY08	Elem	J Ward	BA2 Step 14	0%	42,406	0	44,102	6,600	41,793	6,600	M Eike	BA Step 4	N/A	0	29,503	7,999	30,093	5,100
FY07	HS	M Anderson	MA Step 13	0%	43,353	6,000	45,087	6,000	45,989	6,000	J Friesen	MA Step 4	31,997	5,356	33,277	5,810	35,178	4,811
FY07	Elem	C Brown	MA3 Step 15	4%	52,153	6,000	54,240	6,000	55,325	6,000	B Kirsch	BA Step 4	28,368	19,871	29,503	20,907	32,196	19,342
FY07	Elem	J Hamling	MA3 Step 15	4%	52,153	6,000	54,240	6,000	55,325	6,000	B McKee	BA Step 4	28,368	19,871	29,503	20,907	30,093	21,445
FY07	Elem	D Melick	MA3 Step 15	4%	52,153	6,000	54,240	6,000	55,325	6,000	A Gee	BA1 Step 4	29,601	18,638	30,785	19,625	36,620	14,918
FY07	Elem	L Robinson	MA3 Step 15	1%	52,153	6,000	54,240	6,000	55,325	6,000	S Fox	MA Step 4	31,997	14,678	33,277	15,505	33,943	15,935
FY07	Elem	V Ross	MA3 Step 15	4%	52,153	6,000	54,240	6,000	55,325	6,000	P Weichel	BA2 Step 4	30,765	17,474	31,996	18,414	33,710	17,828
FY07	Elem	C Sauer	MA3 Step 15	3%	52,153	6,000	54,240	6,000	55,325	6,000	J Reed	MA Step 9	38,306	9,412	41,151	8,716	43,312	7,673
FY07	Elem	C Montgomery	MA3 Step 15	2%	52,153	6,000	54,240	6,000	55,325	6,000	J Collins	BA Step 4	28,368	18,828	29,503	19,822	32,196	18,236

SUMMARY INFORMATION:

District	Data		
	Sum of 2008 Net Savings	Sum of 2009 Net Savings	Sum of 2010 Net Savings
Elem	118,772	137,992	176,843
HS	5,356	44,823	39,588
Grand Total	124,128	182,815	216,431

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

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

ITEM TITLE: DISCUSSION—FACILITIES/TAX PROJECTIONS

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 11/23/2009

SUMMARY:

The Board of Trustees would like to continue the discussion on facilities and look at the tax projections for the proposed bonds.

SUGGESTED ACTION: Informational

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

As mentioned at the November 9 Board meeting, the Board may wish to consider the impacts of a potential bond issue in relation to the whole picture of local property taxes. Several significant events will affect the mills the Lewistown School District levies over the next 20 years. Illustrated by the accompanying graphs, these events include:

- The District is currently levying \$250,000 per year in anticipation of building a new bus barn. At the end of this fiscal year, we will have accumulated close to \$600,000 for this estimated \$1.25 million project. After the District raises the money needed to relocate the bus barn, the roughly 20-mill levy used for this purpose will presumably cease.
- In 2005, Lewistown voters authorized 10-year, \$980,000 building reserve levies in both the Elementary and the High School. That levy authority will expire after FY2015, saving taxpayers approximately 16 mills. Note that the existing building reserve cannot be extended; however, voters can approve another building reserve levy at any time.
- Our new QZAB bond has an eight-year term and will be completely repaid in 2017. Beginning in 2018, then, taxpayers will save the roughly 10 mills currently levied for debt service.
- Repayment of the QZAB will also simultaneously free up the state subsidy, which can then be applied toward the new bond. At that time, the levy for the new \$10 million bond will drop to roughly 48 mills—a 20% decrease.

Although neither certain nor quantifiable at this point, the operational savings of some of the options might also enable us to forego operating levies. Doing so would obviously provide even more savings to the taxpayer.

These graphs contain many assumptions, all of which are subject to debate. Some of the most noteworthy include:

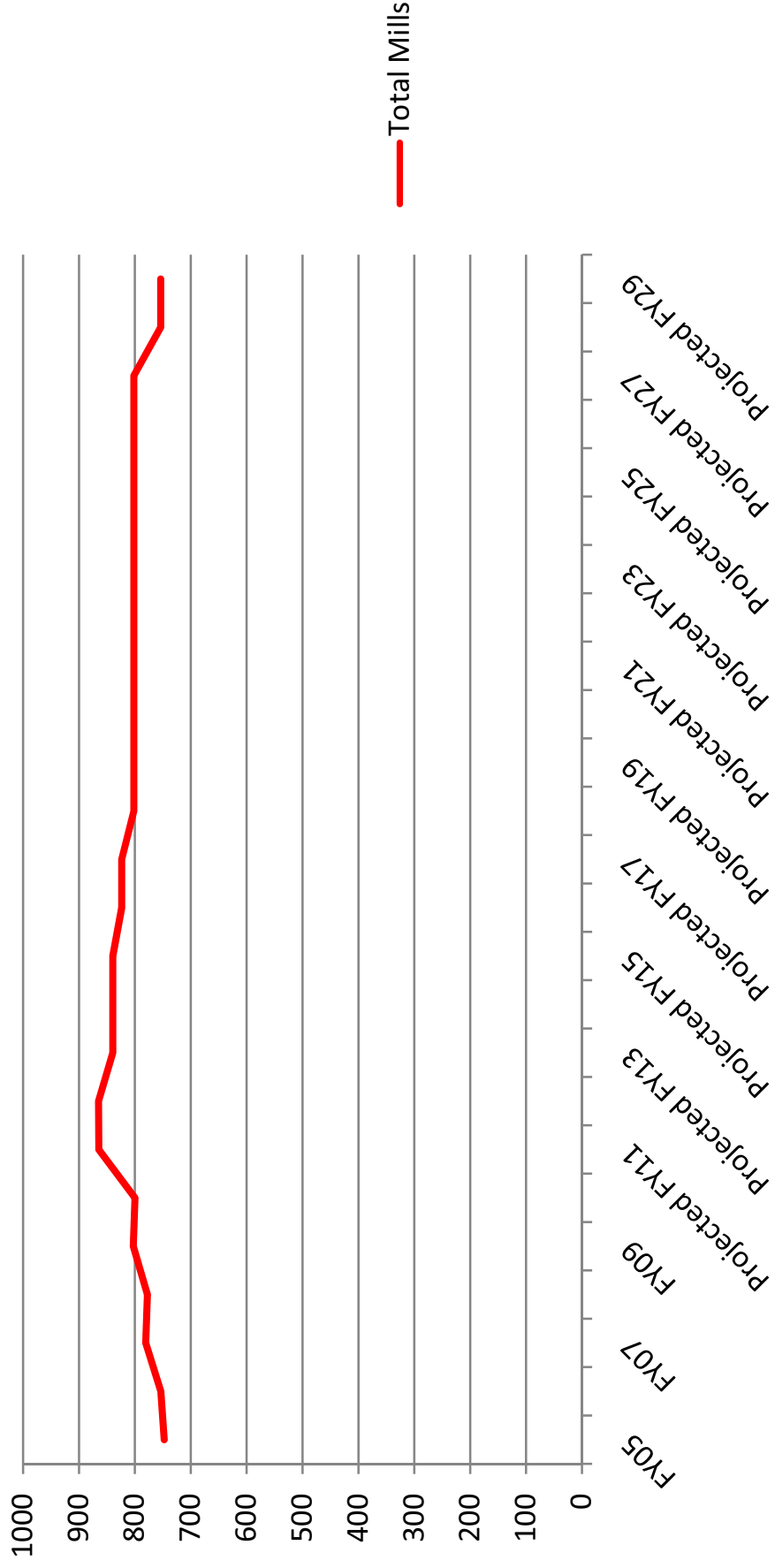
- Mills levied in support of the city and county will remain constant at current levels.
- No increase in mills levied to support our General and Transportation Funds.
- Passage of a \$10 million project would increase taxes between 50-65 mills, depending on the interest rate. For purposes of this example, I assumed the bond would cost 60 mills. Note that many of the options discussed will cost more than the \$10 million. If additional amounts are spent, the mills graph would have to be adjusted accordingly.
- Constant mill value.
- No consideration given for interest earned on sinking fund.

Please contact me with questions.

Mike

Lewistown (Proper) Historical and Projected Mills All Taxing Jurisdictions

FY2005 - FY2029



LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

7

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Taylor Machler **Date:** 11/23/2009

SUMMARY:

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

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

8

- 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 **Date:** 11/23/2009

SUMMARY:

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

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

9

- 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:** _____ **Date:** 11/23/2009

SUMMARY:

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

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

10

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Mike Waterman **Date:** 11/23/2009

SUMMARY:

Attached is the report on the interest earned and distributed for October 2009.

The first column of the report reflects the cash balance in various funds as of October 1, 2009.

SUGGESTED ACTION: Informational

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

INVESTMENT INCOME DISTRIBUTION REPORT
SCHOOL DISTRICT NO.1, FERGUS COUNTY
 October 31, 2009

Following is a distribution report of the income from the investment of school funds for the current reporting period.
 Distribution is prorated on the cash balance of each fund at the beginning of the period.

REPORTING PERIOD: 10/01/2009 - 10/31/09
ELEM INVESTMENT INCOME: \$3,314.24
HS INVESTMENT INCOME: \$1,583.78

FUND	CASH BALANCE	%	CURRENT INTEREST	YTD INTEREST
ELEMENTARY DISTRICT:				
101 GENERAL	537,492.84	11.50%	380.96	798.69
110 TRANSPORTATION	301,844.76	6.46%	213.95	517.16
111 BUS DEPRECIATION	868,691.82	18.58%	615.73	1,456.61
112 FOOD SERVICE	151,831.96	3.25%	107.62	247.67
113 TUITION	0.00	0.00%	0.00	0.00
114 RETIREMENT	572,036.43	12.23%	405.46	955.01
120 RENTAL	8,265.78	0.18%	5.86	13.84
121 COMPENSATED ABSENCES	50,477.68	1.08%	35.78	84.76
124 METAL MINES	83,825.55	1.79%	59.42	140.76
128 TECHNOLOGY	64,119.21	1.37%	45.45	104.81
129 FLEXIBILITY	60,092.77	1.29%	42.59	100.90
160 BUILDING	1,663,362.55	35.57%	1,178.99	2,792.95
161 BUILDING RESERVE	280,147.49	5.99%	198.57	467.58
184 STUDENT ACTIVITIES	33,657.79	0.72%	23.86	56.59
ELEMENTARY TOTAL	4,675,846.63	100.00%	3,314.24	7,737.33
HIGH SCHOOL DISTRICT:				
201 GENERAL	335,231.55	13.40%	212.16	512.90
210 TRANSPORTATION	201,153.21	8.04%	127.32	312.54
211 BUS DEPRECIATION	463,486.13	18.52%	293.35	707.98
214 RETIREMENT	294,871.69	11.78%	186.63	448.73
217 ADULT EDUCATION	27,657.41	1.11%	17.51	46.09
218 DRIVERS EDUCATION	32,764.97	1.31%	20.74	54.01
220 RENTAL	10,200.48	0.41%	6.46	15.54
221 COMPENSATED ABSENCES	24,801.47	0.99%	15.70	37.94
224 METAL MINES	160,195.56	6.40%	101.39	245.02
228 TECHNOLOGY	55,452.50	2.22%	35.10	83.85
229 FLEXIBILITY	55,282.98	2.21%	34.99	84.55
260 BUILDING	64,441.49	2.58%	40.79	98.57
261 BUILDING RESERVE	413,815.11	16.54%	261.92	630.52
281 ENDOWMENT FUNDS	86,119.02	3.44%	54.51	131.93
282 INTERLOCAL AGREEMENT	192,996.02	7.71%	122.15	284.79
284 STUDENT ACTIVITIES	83,831.31	3.35%	53.06	116.42
HIGH SCHOOL TOTALS	2,502,300.90	100.00%	1,583.78	3,811.38
GRAND TOTALS	7,178,147.53		4,898.02	11,548.71

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

11

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 11/23/2009

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.

- ❖ Board Roundtable—Monday, December 14, 2009—5:00-7:00 p.m.—Highland Park
- ❖ Montana State Science Olympiad—Tuesday, November 24, 2009
- ❖ No School—November 25-27, 2009—Thanksgiving Vacation
- ❖ LJHS Little Eagle BB Tournament—December 5-6, 2009
- ❖ Eagle Booster Meeting—Monday, December 7, 2009—7:00 p.m.—Yogo
- ❖ Lewis & Clark Band/Choir Concert—Tuesday, December 8, 2009—7:00 p.m.—FCPA
- ❖ FHS Band Concert—Thursday, December 10, 2009
- ❖ LJHS Band & Choir Concert—Tuesday, December 15, 2009—7:00 p.m.—FCPA
- ❖ FHS Choir Concert—Thursday, December 17, 2009—7:00 p.m.—FCPA
- ❖ Home Athletic Games/Meets:
 - WR vs. CMR/GFH/Glasgow—Thursday, December 10, 2009—5:30 p.m.
 - BBB/GBB vs. Malta—Saturday, December 12, 2009—2:00/3:30/5:00/6:30 p.m.
 - BBB vs. Billings Central—Tuesday, December 15, 2009—4:15/5:30/7:00 p.m.
 - BBB/GBB vs. Fairfield—Saturday, December 19, 2009—2:00/3:30/5:00/6:30 p.m.

SUGGESTED ACTION: Informational

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

BOARD OF TRUSTEES ROUNDTABLE SCHEDULE
2009-2010

Date	Group	Time	Meeting Site
November 9, 2009	Garfield Elementary	5:00-7:00 p.m.	Garfield Elementary School
November 23, 2009	Lewis & Clark Elementary	5:00-7:00 p.m.	Lewis & Clark Elementary School
December 14, 2009	Highland Park Elementary	5:00-7:00 p.m.	Highland Park Elementary School
January 11, 2010	FHS Staff	5:00-7:00 p.m.	Fergus High School
January 25, 2010	Junior High School	5:00-7:00 p.m.	Junior High School
February 8, 2010	Classified Staff	5:00-7:00 p.m.	Lincoln Board Room
February 22, 2010	LEA	5:00-7:00 p.m.	Lincoln Board Room
March 8, 2010	FHS Students	5:00-7:00 p.m.	Fergus High School
March 22, 2010	Admin Council	5:00-7:00 p.m.	Lincoln Board Room

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

12

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

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

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 11/23/2009

SUMMARY:

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

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

13

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

ITEM TITLE: MINUTES

Requested By: Board of Trustees
Prepared By: Mike Waterman
Date: 11/23/2009

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the November 9, 2009, Regular Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

Additional Information Attached
Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

MINUTES
LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA
NOVEMBER 9, 2009

The Board of Trustees of School District Number One and High School District Number One held a regular meeting Monday, November 9, 2009, at 7:00 p.m. in the Garfield Elementary School Gymnasium, Lewistown, Montana.

TRUSTEES PRESENT: Chairman Dave Byerly, Mary Schelle,
Jennifer Granot, Becky Jackson, Monte Weeden, Stan Monger, Jeremy Bristol

ROLL CALL

STAFF PRESENT: Superintendent Jason Butcher,
Business Manager/Clerk Mike Waterman,
Sandi Chamberlain, Andrea Payne,
Laura Gilskey, Beth Kirsch, Matt Lewis,
Jerry Feller, DeeAnn Buehler, Sandy Fox,
Scott Dubbs, John Moffatt, Denise Nelson,
Margee Smith, Paul Stengel, Bobbie Atchison

OTHERS PRESENT: Student Representative Taylor Machler,
Facility Steering Committee Members, Zane Fulbright, Joe Zahler-KXLO/KLCM Radio,
David Murray-Lewistown News-Argus, and other interested parties

Charlie Brown led the group in the Pledge of Allegiance.

PLEDGE

Minutes of the Regular Board Meeting of October 26, 2009, were approved unanimously (Granot/Weeden).

APPROVAL OF MINUTES

The claims referenced in the 2009-10 Bill Schedule and submitted through November 5, 2009, were approved unanimously (Schelle/Granot).

APPROVAL OF CLAIMS

A motion to approve consent group items 5-7 was approved unanimously (Monger/Jackson).

CONSENT GROUP ITEMS

5. Approve adding Monte Bawden to the Substitute Teachers/Assistants List. APPROVE SUBSTITUTE
6. Approve the Lewistown Junior High School General Ledger Report for student activity accounts during September, 2009. APPROVE LEWISTOWN JUNIOR HIGH SCHOOL GENERAL LEDGER REPORT
7. Approve establishing a new student activity account for the Fergus High School Art Club. APPROVE FERGUS HIGH SCHOOL STUDENT ACTIVITY ACCOUNT

8. Approve the Personnel Report - see Exhibit A (Jackson/Schelle - unanimous).

APPROVE
PERSONNEL
REPORT

The Food Allergy Committee has agreed on procedures to mitigate the risks for students with peanut allergies. The Board also reviewed the total mills levied on taxpayers in Lewistown.

OTHER ITEMS

There was no public input.

PUBLIC
PARTICIPATION

Taylor Machler, student representative to the Board, reported on upcoming activities at Fergus High School.

REPORT -
STUDENT
REPRESENTATIVE

Members of the Insurance Committee recently met and discussed taking bids from health insurance vendors, plan offerings available through Montana Unified School Trust, and the addition of American Family Life Assurance Company of Columbus (Aflac) to the school district's benefit offerings. No decisions were made but the committee plans to convene again before the next regular meeting of the Board to consider the issues. It was also noted that the Collective Gaining Committee will start meeting on November 10, 2009.

REPORT -
COMMITTEES OF
THE BOARD

No items were discussed.

CALENDAR ITEMS

The Board recognized Dave Pillar, manager of the local Pamida Discount Center, store clerks and customers for donating \$635.00 to the school district to help cover the cost of student supplies.

RECOGNITION -
PAMIDA
FOUNDATION

Superintendent Jason Butcher facilitated discussion regarding the survey results and information received on school district facilities. Charlie Brown, who is a member of the Facility Steering Committee, provided an overview of the committee's work.

DISCUSSION -
FACILITIES
REVIEW

Trustee Stan Monger asked if the committee had considered adding a middle school wing to Fergus High School. Committee members stated it hadn't been considered specifically; however, they expressed some preliminary concerns with the concept.

Chairman Dave Byerly inquired as to if the committee felt the voting public would support a proposition. Committee members responded by suggesting the question be framed as a daily or monthly cost rather than a project total. They also noted that they felt that the concept of a new junior high building was the wisest use of taxpayer dollars.

The committee and trustees examined the merits of adding grades to both Lewis & Clark Elementary School and Fergus High School.

Representatives from JGA Architects estimated costs for a new facility at \$180.00 per square foot. Many of the expenses are dependent upon site and utility work that must be done to a chosen building location. Equipment costs would also add to that total.

The Board and committee continued to discuss aspects of various options.

DISCUSSION
CONTINUED -
FACILITIES
REVIEW

Each member of the Board spoke regarding what he or she thought was the next step to be taken. Trustee Jeremy Bristol felt that the school district should proceed with plans for a new junior high building/bus barn/administration complex. Trustees Stan Monger, Mary Schelle, and Monte Weeden noted that they would like to see more information on a new junior high building/bus barn/administration complex. Trustees Becky Jackson and Jennifer Granot asked for more details on a new junior high building/bus barn/administration complex and adding onto Fergus High School. Chairman Dave Byerly stated he would like more information on adding a classroom and gym space for one additional grade at Lewis & Clark Elementary School, and to address high priority repairs and upgrades as a fallback position. Trustee Mary Schelle disagreed with that option noting the Board needs to focus on its favorite choice rather than continue to consider multiple alternatives.

Zane Fulbright stated that he felt the survey results received were significant and reliable. He also thought the Board's consensus to proceed with constructing a new building was not consistent with the feedback from the community.

The meeting was adjourned at 9:45 p.m. The next regular meeting will be held on November 23, 2009, at 7:00 p.m. in the Lewis & Clark Elementary School Gymnasium (Jackson - unanimous).

ADJOURNMENT

DAVE BYERLY
BOARD CHAIRMAN

MIKE WATERMAN
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: November 9, 2009

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
JENNESS, Ashley	First Assistant Coach	Lewistown Junior High School	Approve appointment on schedule—(0.057)	November 9, 2009	See attached memo.
WATERMAN, Lisa	Keyboarding Instructor	Garfield Elementary Lewis & Clark Elementary	Approve appointment on schedule—AIDE III Step 4 for grades 3-6 for up to 252 hours (70 days) on a flexible schedule for the 2009-2010 School Year	November 9, 2009	Lisa has served as the Keyboarding Instructor for the past two years.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

14

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees **Prepared By:** Sherry Martin **Date:** 11/23/2009

SUMMARY:

Approve claims paid through November 19, 2009, as approved by the Finance Committee.

SUGGESTED ACTION: Approve Claims as Presented

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

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

15

<u>Agenda Items</u>	<u>Additional Information</u>
15. None	

SUGGESTED ACTION: Approve All Items

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

11/23/2009

Agenda Item No.

16

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

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees
Prepared By: Jason Butcher
Date: 11/23/2009

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

Additional Information Attached
Estimated cost/fund source _____

NOTES:

<i>Board Action</i>	Motion	Second	Aye	Nay	Abstain	Other
Bristol						
Byerly						
Granot						
Jackson						
Monger						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: November 23, 2009

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
DANIELS, Terri	Ski Club Advisor	Lewistown Junior High School	Approve appointment on schedule— (0.015)	November 23, 2009	See attached memo.

Memorandum

To: Jason Butcher, Superintendent
From: Jerry Feller, Junior High School Principal
Date: November 11, 2009
Re: School Activities

Please recommend to the Board of Trustees the following individual(s) for the Junior High School Extracurricular Activities for the 2009-2010 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.

Junior High Ski Club:

Terri Daniels	(0.015)	\$451.40
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THE BOARD OF TRUSTEES OF LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

2009-2010 GOALS AND STRATEGIC OBJECTIVES

Lewistown Public Schools, as entrusted by the Lewistown Community, provides children with an accountable, high quality, rigorous education in a safe, nurturing environment; developing the full potential of each child and preparing them for lifelong success in their personal lives and careers, wherever they may be in the world.

Goal Area 1: Measurable Student Achievement

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed an outstanding educational program that ensures that every student achieves the highest academic performance possible and has multiple opportunities to actively participate in both co-curricular and extra-curricular activities offered by our District. We use a multitude of measures to gauge student performance based on district-created progress goals. We adequately prepare students for their career/job choices and life choices. Our staff is highly supporting and enthusiastic about our differentiated approach to instruction.*

Strategic Objectives:

1. Support staff as they find ways to motivate students in the required testing process.
2. Implement (maximize the positives, minimize and/or alleviate the negatives) whatever recommendations are approved by the Board during 2008-2009 regarding full-time kindergarten.

Goal Area 2: Facilities

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed a state-of-the-art facilities program that meets the needs of our students and staff on a long-term basis. We have prioritized our facility needs and have a plan in place for resources necessary to achieve our facilities program. Our facilities program is fully supported by our community. In planning for our facilities, we have adequately addressed the issue of technology and incorporated that in to our facilities plan.*

Strategic Objectives:

1. Complete the process to develop, with staff and community, a 10-year facilities plan. Research financing options, and develop and implement a plan to secure community understanding and approval of it.
2. Conclude by February 28, 2010, a feasibility study about how to get out of the Lincoln Building, secondary to results of the Facility Study and Plan.

Goal Area 3: Community / Parental Engagement

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has created an environment of collaboration and transparency with families of students and with our community as a whole. Families of students are actively involved in their children's education. The community is highly engaged in helping provide the best education possible for our children. As a result of our community's and family's commitment to public education, we have established a collaborative approach to solving public education issues that includes our local legislators.*

Strategic Objectives:

1. Obtain data on parent use of Infinite Campus portal and utilize data to increase usage.
2. Implement steps to reach out to the community (don't wait for people to come to us), such as: visiting local coffee clubs, radio programs, newspaper articles and columns/opinions (from staff, administrators and trustees).
3. Assess our efforts to reach out to the community – including steps taken during 2008-2009 – and fine tune and improve for 2009-2010.

Goal Area 4: Technology

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed a technology plan that incorporates regular upgrades of both hardware and software and training of staff on existing and new programs. We have successfully incorporated technology into our facilities and all aspects of our educational program in a methodical and effective manner that prepares our students for the real world. We have systems in place to ensure the safety of our students and compliance with District standards.*

Strategic Objectives:

1. Keep technology infrastructure current and sound (routers, switchers, servers, internet service and work stations). Continue to prevent problems and keep technology accessible (security, filtering, preventative updates).
2. Develop a plan to insure that we are investigating and, wherever necessary and affordable, implementing new technologies for cost-efficient delivery of technology for students and staff (such as expanding terminal services, implementing virtualization, proven open-source software solutions).
3. Encourage and support the expanded use of instructional aids for the classroom (projectors, interactive white boards, document cameras).
4. Develop and implement efforts to develop a consistent approach/philosophy by our staff to the use of technology in the classroom as an effective and proven learning tool.
5. Insure that, beginning in 2009-10, the technology staff is consulted and included in textbook/publisher decisions as these decisions increasingly have technology components and impacts.
6. Develop and implement a plan to address the technology generational gap (between staff and students).
7. Determine if and how the district should help educate parents about the ways their children use technology (in and out of school, for good and bad reasons).
8. Develop a timeline on researching, understanding and implementing a plan to leverage social networking and other technology to support better teaching and learning by expanding student-to-student and student-to-faculty connections for collaborating beyond the classroom.

Goal Area 5: Highly Qualified Staff

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has developed a recruitment and retention program to ensure that the District hires and retains high quality, effective personnel. Our teachers and other staff have been provided professional development opportunities that directly correlate to the high academic standards set by the District. Our teachers and other staff have embraced the use of technology into all aspects of our educational programs. The staff shares the vision of the Board in providing differentiated educational programs in order to meet the needs of our students and in achieving the District's high academic standards.*

Strategic Objectives:

1. Seek input from staff on non-financial ways to make jobs more rewarding.
2. Seek to remain competitive with classified, certified and administrative wages and benefits.
3. By September 30, 2009, assess and implement efforts to improve communication with our staff (including roundtables, regular building visits by administrators and suggestions from staff).

Goal Area 6: Fiscal Management/Responsibility

Statement of Intended Outcome, 2009-2010: *Lewistown Public Schools has secured adequate, sustainable funding from the State and has developed a process to prioritize the financial resources that we have according to the educational goals set by the District. We have secured funding sources that are not earmarked for specific causes and have the discretion to determine where funds are needed in order to achieve our high standards and our goals. Through our community engagement initiative, our community understands our budgeting process, they support our schools and they understand our needs and the strategic direction of our District.*

Strategic Objectives:

1. Review all financial processes; streamline and consolidate these processes where possible; find ways to improve efficiencies and accountability in our financial processes while reducing, if possible, staff frustration with them.
2. Seek ways, prior to January 1, 2010, to better involve staff in budget development.
3. Carefully assess specific ways in which we can involve community, staff and the Board in better maintaining a strong and influential presence in the next Montana Legislature (2011).
4. The Lewistown Schools leadership team works with outlying communities to determine what cooperative efforts can be made to make the best use of limited resources.
5. Conclude, prior to August 15, 2010, a review of the Strategic Plan with the adoption of new one-year goals and objectives (2010-2011) and two-year goals and objectives (2011-2012). Revisit our five-year goals and objectives and insure they still represent appropriate and realistic milestones on our way to our 20-year vision.
6. Need to have budget talks with projections early in the fall with an idea for retirement incentives, etc. by November 2009.
7. Have budget projections and potential cuts presented to the public before the School Election held in May of 2010.

School District #1 Mission Statement:

Excellence Today, Success Tomorrow

Core Values of the Lewistown Public Schools:

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

BOARD OF TRUSTEES

Dave Byerly, Chairman
 Jeremy Bristol
 Jennifer Granot
 Becky Jackson
 Stan Monger
 Mary Schelle
 Monte Weeden

**LEWISTOWN PUBLIC SCHOOLS
 2009-2010 SCHOOL CALENDAR**

A. Pupil Instruction

First Semester	89 Days	Second Semester	91 Days
FIRST QUARTER		THIRD QUARTER	
	DAYS		DAYS
First Week	Aug 25 -- Aug 28 4	First Week	Jan 25 -- Jan 29 5
Second Week	Aug 31 -- Sept 4 5	Second Week	Feb 1 -- Feb 5 5
Third Week	Sept 8 -- Sept 11 4	Third Week	Feb 8 -- Feb 12 5
Fourth Week	Sept 14 -- Sept 18 5	Fourth Week	Feb 15 -- Feb 19 5
Fifth Week	Sept 22 -- Sept 25 4	Fifth Week	Feb 22 -- Feb 25 4
Sixth Week	Sept 28 -- Oct 2 5	Sixth Week	Mar 1 -- Mar 5 5
Seventh Week	Oct 5 -- Oct 9 5	Seventh Week	Mar 8 -- Mar 12 5
Eighth Week	Oct 12 -- Oct 14 3	Eighth Week	Mar 15 -- Mar 19 5
Ninth Week	Oct 19 -- Oct 23 5	Ninth Week	Mar 22 -- Mar 26 5
Tenth Week	Oct 26 -- Oct 30 5	Tenth Week	Mar 29 -- Mar 30 2
	45		46

SECOND QUARTER		FOURTH QUARTER	
	DAYS		DAYS
First Week	Nov 2 -- Nov 4 3	First Week	Mar 31 -- Apr 1 2
Second Week	Nov 9 -- Nov 13 5	Second Week	Apr 6 -- Apr 9 4
Third Week	Nov 16 -- Nov 20 5	Third Week	Apr 12 -- Apr 16 5
Fourth Week	Nov 23 -- Nov 24 2	Fourth Week	Apr 19 -- Apr 23 5
Fifth Week	Nov 30 -- Dec 4 5	Fifth Week	Apr 26 -- Apr 30 5
Sixth Week	Dec 7 -- Dec 11 5	Sixth Week	May 3 -- May 7 5
Seventh Week	Dec 14 -- Dec 18 5	Seventh Week	May 10 -- May 14 5
Eighth Week	Jan 4 -- Jan 8 5	Eighth Week	May 17 -- May 21 5
Ninth Week	Jan 11 -- Jan 15 5	Ninth Week	May 24 -- May 28 5
Tenth Week	Jan 19 -- Jan 22 4	Tenth Week	Jun 1 -- Jun 4 4
	44		45

B. Pupil Instruction Related Days (No School for Students)

August 21	All Staff Orientation/PIR	1.0
August 24	PIR	1.0
September 21	PIR	1.0
October 15-16	Staff Development Days - Teachers Convention	2.0
November 4-5	Parent Teacher Conferences (Evening on 4th, All Day on 5th)	1.5
January 18	PIR	1.0
April 8	Parent Teacher Conference (Evening ONLY--Regular School Day for Students)	0.5
Floating	One Day PIR (or Two 1/2 Days)	0.5
		9.0

Totals

2009-2010 Regular Board Meetings		
July	27	5:30 p.m.
Aug.	10	5:30 p.m.
Aug.	24	7:00 p.m.
Sept.	14	7:00 p.m.
Sept.	28	7:00 p.m.
Oct.	12	7:00 p.m.
Oct.	26	7:00 p.m.
Nov.	9	7:00 p.m.
Nov.	23	7:00 p.m.
Dec.	14	7:00 p.m.
Jan.	11	7:00 p.m.
Jan.	25	7:00 p.m.
Feb.	8	7:00 p.m.
Feb.	22	7:00 p.m.
Mar.	8	7:00 p.m.
Mar.	22	7:00 p.m.
Apr.	12	7:00 p.m.
Apr.	26	7:00 p.m.
May	10	7:00 p.m.
May	24	7:00 p.m.
June	14	5:30 p.m.
June	28	5:30 p.m.

C. Holidays (Dates Inclusive)

September 7	Labor Day
September 21	PIR (Vacation Day for Students)
October 15-16	Fall Vacation (Teachers -- Convention)
November 5	Parent Teacher Conferences (Vacation Day for Students)
November 6	Vacation Day
November 25-27	Thanksgiving Vacation
December 21-January 1	Christmas Vacation
January 18	PIR (Vacation Day for Students)
February 26	Vacation Day
April 2-5	Spring Break
May 31	Memorial Day