

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Highland Park Elementary—Gymnasium
1312 7th Avenue North
Lewistown MT 59457

Monday, December 14, 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 Cross Country Teams
4. Presentation—Andrea Payne, LEA President
5. Discussion—Facilities
6. Report—Student Representative
7. Report—Committees of the Board
8. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

9. Report—Investment
10. Other Items

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

12. Minutes of the November 23, 2009, Regular Board Meeting

APPROVAL OF CLAIMS

13. Claims

CONSENT GROUP ITEMS

14. Approve Substitute(s)
15. Approve Lewistown Junior High School Activity Fund Report for October 2009
16. Approve Fergus High School Activity Fund Report for October 2009

INDIVIDUAL ITEMS

17. Approve Personnel Report
18. Approve Request for Permission to Earn a Master's Degree in Educational Leadership
19. Approve ARRA Part B Federal Flow-Through Application to CMLRCC for Special Education Expenses for Lewistown Elementary Schools
20. Approve ARRA Part B Federal Flow-Through Application to CMLRCC for Special Education Expenses for Fergus High School
21. Approve Trustee Resolution Calling for an Election
22. Approve Reissuing of Lost Payroll Warrant

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

12/14/2009

Agenda Item No.

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

ITEM TITLE: RECOGNITION—FERGUS HIGH SCHOOL CROSS COUNTRY TEAMS

Requested By: Board of Trustees **Prepared By:** Scott Dubbs **Date:** 12/14/2009

SUMMARY:

The Board of Trustees would like to recognize and congratulate the Fergus High School Cross Country teams and coaches on their successful season.

The girls were 1st at the Central A Divisional Meet and 3rd at the State Meet. The boys were 2nd at the Central A Divisional Meet and missed the 3rd place trophy at the State Meet by one point. Caleb Bentley, Brook Rodgers and Kiera Bulluck all placed in the top 15 at State earning All State Honors.

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

12/14/2009

Agenda Item No.

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

ITEM TITLE: PRESENTATION—ANDREA PAYNE, LEA PRESIDENT

Requested By: Board of Trustees **Prepared By:** Andrea Payne **Date:** 12/14/2009

SUMMARY:

Andrea Payne, Lewistown Education Association President, requested to be placed on the agenda in order to talk to the Board regarding retirement.

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
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

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

ITEM TITLE: DISCUSSION—FACILITIES

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 12/14/2009

SUMMARY:

The Board of Trustees would like to continue the discussion on facilities and look at the cost information presented by JGA Architects for the options being considered.

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						

LEWISTOWN ELEMENTARY DISTRICT**Estimated MILL LEVY IMPACT ANALYSIS****20-Year Tax-Exempt Bonds****15-Year QSCB (0%) Bonds****\$2,343,000 General Obligation**

Mill Levy Computation:	Tax-Exempt 20-Year Term	Tax-Exempt 15-Year Term	QSCB 15 Year Term	Difference 20-Year vs QSCB	Difference 15-Year vs QSCB
Principal Amount of Bonds:	<u>\$2,343,000</u>	<u>\$2,343,000</u>	<u>\$2,343,000</u>	<u>\$10,000,000</u>	<u>\$10,000,000</u>
Total Interest Over Life of Bonds (1):	\$1,259,416	\$873,485	\$0	\$1,259,416	\$873,485
Estimated Annual Bond Payment (1):	\$180,121	\$214,432	\$156,200	\$23,921	\$58,232
LESS: Estimated Annual State Aid for Debt Service (2):	<u>\$16,543</u>	<u>\$16,543</u>	<u>\$16,543</u>	\$0	\$0
EQUALS: Estimated Net Annual Debt Service:	\$163,578	\$197,889	\$139,657	\$23,921	\$58,232
DIVIDED BY: FY 2008/09 Mill Value:	<u>\$11,381,411</u>	<u>\$11,381,411</u>	<u>\$11,381,411</u>		
EQUALS: Estimated Number of Mills Required:	14.37	17.39	12.27	2.10	5.12

Estimated Tax Increase for Individual Residential Taxpayer:

2008/09 Tax Year "Phase-In Value" of Residential Property(3)	2008/09 Tax Year "Taxable Market Value" of Residential Property (3)	2008/09 Tax Year "Taxable Value" of Residential Property(3)	Estimated ANNUAL Tax (4)	Estimated ANNUAL Tax (4)	Estimated ANNUAL Tax (4)	Estimated ANNUAL Tax (4)	Estimated ANNUAL Tax (4)
\$25,000	\$16,500	\$497	\$7.14	\$8.64	\$6.09	\$1.04	\$2.54
\$50,000	\$33,000	\$993	\$14.28	\$17.27	\$12.19	\$2.09	\$5.08
\$75,000	\$49,500	\$1,490	\$21.41	\$25.91	\$18.28	\$3.13	\$7.62
\$100,000	\$66,000	\$1,987	\$28.55	\$34.54	\$24.38	\$4.18	\$10.16
\$150,000	\$99,000	\$2,980	\$42.83	\$51.81	\$36.57	\$6.26	\$15.25
\$200,000	\$132,000	\$3,973	\$57.10	\$69.08	\$48.75	\$8.35	\$20.33
\$250,000	\$165,000	\$4,967	\$71.38	\$86.35	\$60.94	\$10.44	\$25.41

(1) Estimate based on tax-exempt bonds being repaid at 4.50% over 20 years (about 0.25%-0.50% conservative based on current rates). Qualified School Construction Bonds "QSCB" (to the extent allocation is received) are tax-credit bonds and have a 0% interest rate.

(2) The estimated effects of State support for debt service have been calculated using the current estimates from the Office of Public Instruction concerning the amount of reimbursement that districts statewide are eligible for and the estimated amount to be appropriated by the legislature for the biennium. As additional qualifying districts sell bonds, the amount of State aid for individual districts will decrease each year without an offsetting increase in the total amount appropriated by the State. THE AMOUNT, IF ANY, OF FUTURE BIENNIAL APPROPRIATIONS CANNOT BE ESTIMATED.

(3) Based upon Class 4 residential property. The "Phase-In Valuation" and the "Taxable Market Value" for tax purposes will be different than the valuation of most residential real property for resale purposes. To better calculate the estimated tax impact of the bond issue, property owners should look up their exact taxable value as shown on their personal tax statement from the County Treasurer and use the formula shown below.

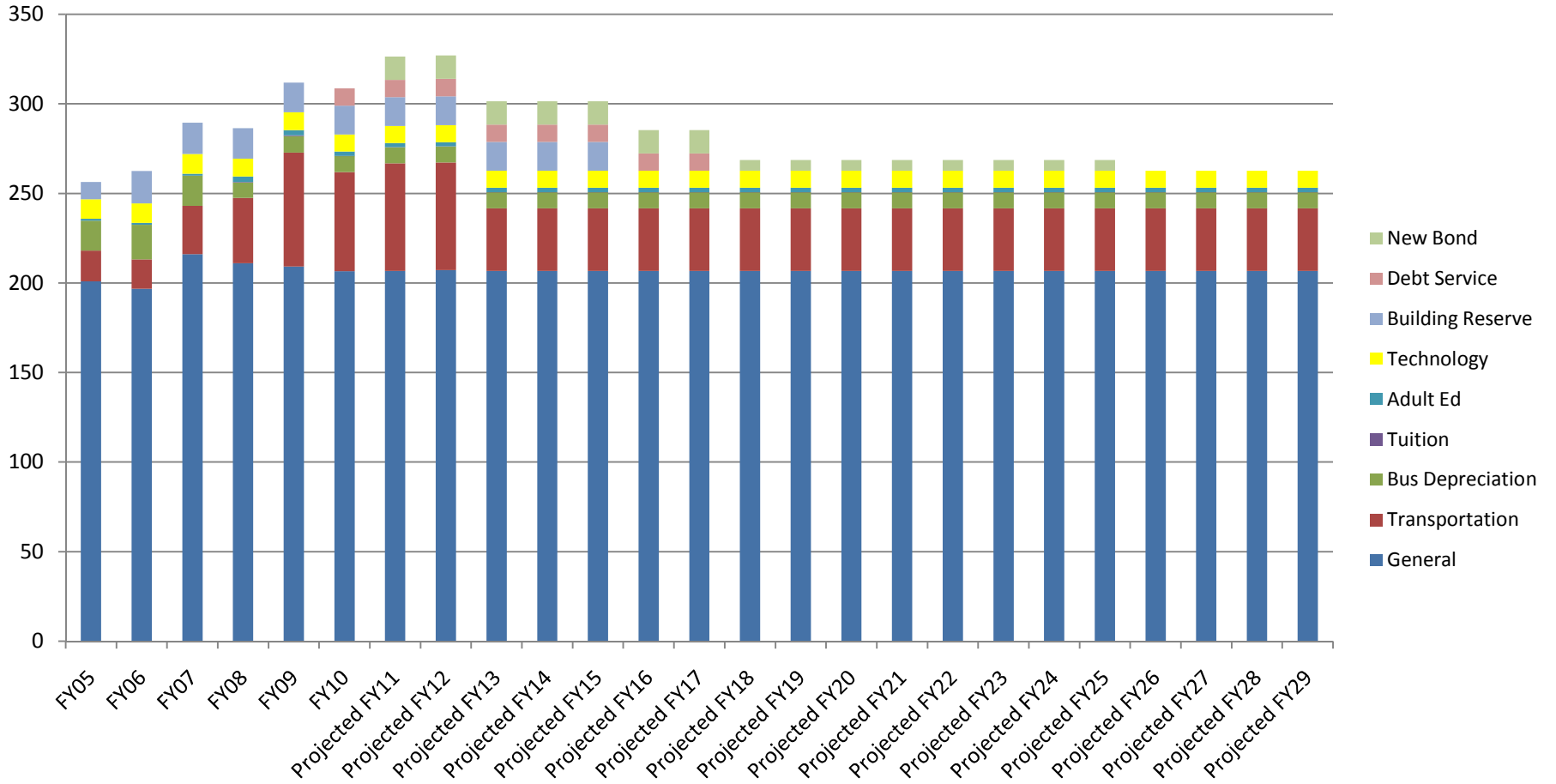
(4) Tax Impacts are based on recently enacted property tax legislation for the current tax year. Tax Impacts will vary every year depending on such factors as District Mill Value, State reimbursement (if any), method of calculating taxable valuation, and actual debt service.

* All property owners (including farming and ranching operations, commercial businesses, home owners etc...) should use the following formula to calculate the estimated tax impact of the Bond issue.

Taxable Value (From Personal Tax Statement) X "Mills"/1,000 = Estimated Annual Tax Impact.

Lewistown Public Schools

Historical and Projected Mills FY2005 - FY2029



**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

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- 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:** 12/14/2009

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

12/14/2009

Agenda Item No.

7

- 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:** 12/14/2009

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

12/14/2009

Agenda Item No.

8

- 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:** 12/14/2009

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

12/14/2009

Agenda Item No.

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Mike Waterman **Date:** 12/14/2009

SUMMARY:

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

The first column of the report reflects the cash balance in various funds as of November 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
November 30, 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: 11/01/2009 - 11/30/09
ELEM INVESTMENT INCOME: \$4,057.32
HS INVESTMENT INCOME: \$2,034.09

FUND	CASH BALANCE	%	CURRENT INTEREST	YTD INTEREST
ELEMENTARY DISTRICT:				
101 GENERAL	244,595.97	5.89%	238.89	1,037.58
110 TRANSPORTATION	249,860.34	6.01%	244.02	761.18
111 BUS DEPRECIATION	862,900.12	20.77%	842.72	2,299.33
112 FOOD SERVICE	140,275.18	3.38%	136.99	384.66
113 TUITION	0.00	0.00%	0.00	0.00
114 RETIREMENT	468,147.49	11.27%	457.20	1,412.21
120 RENTAL	7,648.06	0.18%	7.47	21.31
121 COMPENSATED ABSENCES	50,081.68	1.21%	48.91	133.67
124 METAL MINES	83,167.93	2.00%	81.22	221.98
128 TECHNOLOGY	56,285.11	1.35%	54.97	159.78
129 FLEXIBILITY	59,659.73	1.44%	58.26	159.16
160 BUILDING	1,615,877.70	38.89%	1,578.09	4,371.04
161 BUILDING RESERVE	279,411.86	6.73%	272.88	740.46
184 STUDENT ACTIVITIES	36,559.28	0.88%	35.70	92.29
ELEMENTARY TOTAL	4,154,470.45	100.00%	4,057.32	11,794.65
HIGH SCHOOL DISTRICT:				
201 GENERAL	190,616.79	8.54%	173.63	686.53
210 TRANSPORTATION	176,643.22	7.91%	160.90	473.44
211 BUS DEPRECIATION	461,195.96	20.65%	420.09	1,128.07
214 RETIREMENT	234,529.83	10.50%	213.62	662.35
217 ADULT EDUCATION	25,593.73	1.15%	23.31	69.40
218 DRIVERS EDUCATION	29,504.18	1.32%	26.87	80.88
220 RENTAL	10,521.52	0.47%	9.58	25.12
221 COMPENSATED ABSENCES	24,650.94	1.10%	22.45	60.39
224 METAL MINES	159,223.23	7.13%	145.03	390.05
228 TECHNOLOGY	52,703.83	2.36%	48.01	131.86
229 FLEXIBILITY	54,989.13	2.46%	50.09	134.64
260 BUILDING	64,050.36	2.87%	58.34	156.91
261 BUILDING RESERVE	412,670.75	18.48%	375.89	1,006.41
281 ENDOWMENT FUNDS	86,465.10	3.87%	78.76	210.69
282 INTERLOCAL AGREEMENT	176,920.71	7.92%	161.15	445.94
284 STUDENT ACTIVITIES	72,866.88	3.26%	66.37	182.79
HIGH SCHOOL TOTALS	2,233,146.16	100.00%	2,034.09	5,845.47
GRAND TOTALS	6,387,616.61		6,091.41	17,640.12

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 12/14/2009

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.

- ❖ End of December 2009 Claims—
 Send Claims Report to Finance Committee on Monday, December 28, 2009
 Claims Mailed on Wednesday, December 30, 2009
- ❖ Board Roundtable—Monday, January 11, 2010—5:00-7:00 p.m.—FHS Staff
- ❖ 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
- ❖ No School—December 21-January 1, 2010—Winter Vacation
- ❖ Home Athletic Games/Meets:
 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.
 BBB vs. Havre—Friday, January 8, 2010—4:15/5:30/7:00 p.m.
 GBB vs. Belgrade—Saturday, January 9, 2010—2:00/3:30/5:00 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

12/14/2009

Agenda Item No.

11

- 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:** 12/14/2009

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

12/14/2009

Agenda Item No.

12

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:** 12/14/2009

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the November 23, 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 23, 2009

The Board of Trustees of School District Number One and High School District Number One held a regular meeting Monday, November 23, 2009, at 7:00 p.m. in the Lewis & Clark Elementary School Gymnasium, Lewistown, Montana.

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

ROLL CALL

STAFF PRESENT: Superintendent Jason Butcher,
Business Manager/Clerk Mike Waterman,
Sandi Chamberlain, Tara Taylor, Deena
Ross, Josie Krause, DeeAnn Buehler,
LaVonne Borgreen, Andrea Payne, Matt
Lewis, Ann Ruddy, Bobbie Atchison,
Richard Brosseau

OTHERS PRESENT: Fergus High School Golden Eagle
Volleyball Team, Student
Representative Taylor Machler, Joe
Zahler-KXLO/KLCM Radio, David
Murray-Lewistown News-Argus, and
other interested parties

TRUSTEES ABSENT: Jeremy Bristol

LaVonne Borgreen led the group in the Pledge of Allegiance.

PLEDGE

The Board recognized the Fergus High School Golden Eagle Volleyball Team and coaches for taking third at the state competition held in Bozeman.

RECOGNITION -
FERGUS HIGH
SCHOOL GOLDEN
EAGLE
VOLLEYBALL
TEAM

Preliminary General Fund budget figures for the 2010-11 school year were examined by the trustees.

DISCUSSION -
2010-11
GENERAL FUND
BUDGETS

Members of the Board considered the possibility of once again offering a retirement incentive to certified staff. Consensus was against offering an incentive this year.

DISCUSSION -
RETIREMENT
INCENTIVE

Facility discussion was continued as well as the impacts of a potential bond issue in relation to the whole picture of local property taxes.

DISCUSSION -
FACILITIES/TAX
PROJECTIONS

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

REPORT -
STUDENT
REPRESENTATIVE

The Collective Gaining Committee will resume discussions on December 2, 2009. The Insurance Committee met and will offer employees optional Aflac coverage and also hear proposals from alternate health insurance vendors.

REPORT -
COMMITTEES OF
THE BOARD

Members of the Board acknowledged the feedback and information received at the roundtable held earlier in the evening. They also congratulated Fergus High School students and staff on their play performance of the *Sound of Music*. Superintendent evaluation will be conducted at the first meeting in January.

CALENDAR ITEMS

Investment earning for October was reported with \$3,314.24 in the elementary funds and \$1,583.78 in the high school funds for a total of \$4,898.02.

REPORT -
INVESTMENT

Superintendent Jason Butcher noted that the regular meeting held December 14, 2009, will take place at Highland Park Elementary School following the scheduled roundtable.

OTHER ITEMS

There was no public input.

PUBLIC
PARTICIPATION

Minutes of the Regular Board Meeting of November 9, 2009, were approved unanimously (Weeden/Monger).

APPROVAL OF
MINUTES

The claims referenced in the 2009-10 Bill Schedule and submitted through November 19, 2009, were approved unanimously (Jackson/Granot).

APPROVAL OF
CLAIMS

16. Approve the Personnel Report - see Exhibit A (Granot/Weeden - unanimous).

APPROVE
PERSONNEL
REPORT

The meeting was adjourned at 8:10 p.m. The next regular meeting will be held on December 14, 2009, at 7:00 p.m. in the Highland Park 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 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.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

13

- 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:** 12/14/2009

SUMMARY:

Approve claims paid through December 10, 2009, as approved by the Finance Committee.

Need to select a new Finance Committee for January-March 2010. Current members of the Finance Committee include: Dave Byerly, Jennifer Granot, Becky Jackson, and Mary Schelle.

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

12/14/2009

Agenda Item No.

14 - 16

<u>Agenda Items</u>	<u>Additional Information</u>
14. Approve Substitute(s) 15. Approve Lewistown Junior High School Activity Fund Report for October 2009 16. Approve Fergus High School Activity Fund Report for October 2009	

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

12/14/2009

Agenda Item No.

14

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

ITEM TITLE: APPROVE SUBSTITUTE(S)

Requested By: Board of Trustees **Prepared By:** Sandi Chamberlain **Date:** 12/14/2009

SUMMARY:

The following individual(s) need Board approval in order to be placed on the:

Substitute Teacher List:

Justine Davis	B.A. Psychology
Samuel Lambert	B.A. Psychology/B.S. Exercise Science
Abby Rath	B.S. Mathematics/Earth Science

SUGGESTED ACTION: Approve Substitute(s)

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

12/14/2009

Agenda Item No.

15

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

ITEM TITLE: APPROVE LEWISTOWN JUNIOR HIGH SCHOOL ACTIVITY FUND REPORT FOR
OCTOBER 2009

Requested By: Board of Trustees **Prepared By:** Christy Rogers **Date:** 12/14/2009

SUMMARY:

The Board of Trustees needs to approve the Lewistown Junior High School Activity Fund report for October 2009.

SUGGESTED ACTION: Approve Lewistown Junior High School Activity Fund Report(s) 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						

From: 10/01/2009
To : 10/31/2009

General Ledger Report

From Account: 1
To Account: 190

Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000100 General Activities	1846.72	0.04	0.00	0.00	1846.76	0.00	1846.76
000105 Builder's Club	106.20	0.04	0.00	0.00	106.24	0.00	106.24
000115 Cheerleaders	613.06	552.69	0.00	0.00	1165.75	0.00	1165.75
000120 Consumer Tech	459.72	0.04	0.00	0.00	459.76	0.00	459.76
000125 FACS	221.00	0.04	0.00	0.00	221.04	0.00	221.04
000130 BC,SC Store	1490.70	382.99	-886.06	0.00	987.63	0.00	987.63
000135 Music	99.64	0.03	0.00	0.00	99.67	0.00	99.67
000140 Photo Club	2632.72	290.53	-176.92	0.00	2746.33	0.00	2746.33
000145 H.E.L.P.S.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000150 Service Learning	557.39	0.03	-280.00	0.00	277.42	0.00	277.42
000155 Ski Club	1551.76	0.03	0.00	0.00	1551.79	0.00	1551.79
000160 Student Council	1055.36	0.03	-48.09	0.00	1007.30	0.00	1007.30
000180 NEWS	53.91	0.03	0.00	0.00	53.94	0.00	53.94
000190 COMPUTER SERV LEARNING	128.98	0.03	0.00	0.00	129.01	0.00	129.01
Group Total	10817.16	1226.55	-1391.07	0.00	10652.64	0.00	10652.64
Grand Total	10817.16	1226.55	-1391.07	0.00	10652.64	0.00	10652.64

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: _____ Date: __/__/__
Principal: _____ Date: __/__/__

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

16

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

ITEM TITLE: APPROVE FERGUS HIGH SCHOOL STUDENT ACTIVITY FUND REPORT FOR
OCTOBER 2009

Requested By: Board of Trustees **Prepared By:** Robin Moline **Date:** 12/14/2009

SUMMARY:

The Board of Trustees needs to approve the Fergus High School Activity Fund report for October 2009.

SUGGESTED ACTION: Approve Lewistown Junior High School Activity Fund Report(s) 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						

From: 10/01/2009
To : 10/31/2009

General Ledger Report

From Account: 1
To Account: 999999

Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000110 PASS-THROUGH	6774.23	0.00	0.00	0.00	6774.23	0.00	6774.23
002010 CLASS OF 2010 SENIOR	1313.85	0.00	0.00	0.00	1313.85	0.00	1313.85
002011 CLASS OF 2011 JUNIOR	337.00	0.00	0.00	103.00	440.00	0.00	440.00
002012 FCCLA/CULINARY	2.28	0.00	-51.92	0.00	-49.64	0.00	-49.64
002013 CLASS OF 2012 SOPH.	0.00	0.00	-36.94	103.00	66.06	0.00	66.06
	-----	-----	-----	-----	-----	-----	-----
Group Total	119559.10	22991.33	-22822.71	0.00	119727.72	0.00	119727.72
	-----	-----	-----	-----	-----	-----	-----
Grand Total	119559.10	22991.33	-22822.71	0.00	119727.72	0.00	119727.72

From: 10/01/2009
To : 10/31/2009

General Ledger Report

From Account: 1
To Account: 999999

Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000990 PETTY CASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000991 CASH ON HAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000992 CHECK ACCOUNT	87820.58	22991.33	-22822.71	-8600.00	79389.20	0.00	79389.20
000993 SAVINGS ACCOUNT	1704.99	0.00	0.00	0.00	1704.99	0.00	1704.99
000994 INVESTMENTS	25079.59	0.00	0.00	0.00	25079.59	0.00	25079.59
000996 NSF CHECKS	353.50	0.00	0.00	0.00	353.50	0.00	353.50
000997 TRAVEL ACCOUNT	8986.16	0.00	0.00	8600.00	17586.16	0.00	17586.16
000999 EDWARD JONES	1790.05	0.00	0.00	0.00	1790.05	0.00	1790.05
Group Total	125734.87	22991.33	-22822.71	0.00	125903.49	0.00	125903.49
Grand Total	125734.87	22991.33	-22822.71	0.00	125903.49	0.00	125903.49

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper : _____ Date: __/__/__

Principal : _____ Date: __/__/__

Board Chairman : _____ Date: __/__/__

Bank Reconciliation Report

From: 10/01/2009
To : 11/01/2009

Checking Account
CHECK ACCOUNT

Ending Balance on statement dated 11/01/2009 -> 84216.88
Add: Outstanding Deposits (Bank Deposits) -> + 0.00
Less: Outstanding Checks -> - 4826.86
Cash Balance as of 11/01/2009 -> 79390.02

Cash Balance for CHECK ACCOUNT as of 10/01/2009 -> 87820.58
Add: Total Deposits (Bank Deposits) -> + 22992.15
Less: Total Checks and Withdrawls -> - 31422.71
Cash Balance as of 11/01/2009 -> 79390.02

Summary of Asset Accounts

Table with 6 columns: Account, Beg. Bal., Recpt/JV, Disb/JV, Transfers, End. Bal. Rows include PETTY CASH, CASH ON HAND, CHECK ACCOUNT, SAVINGS ACCOUNT, INVESTMENTS, NSF CHECKS, TRAVEL ACCOUNT, EDWARD JONES INVESTMENT, and Asset Totals.

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.
Bookkeeper : _____ Date: ___/___/___
Principal : _____ Date: ___/___/___
Board Chairman : _____ Date: ___/___/___

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

17

- 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: 12/14/2009

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: December 14, 2009

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
GODBEY, Kay	Speech Aide	School District #1	Accept letter of resignation	November 30, 2009	See attached letter.
DURBIN, Casey FRIESEN, Jeff GRAHAM, Jimmy MOEN, Matt WALSH, Spencer WATERMAN, Mike	Volunteer Boys Basketball Coaches	Fergus High School	Approve appointment on a volunteer basis	December 14, 2009	See attached memo.
CONNER, Kelsey (Kar)	Volunteer Girls Basketball Coach	Fergus High School	Approve appointment on a volunteer basis	December 14, 2009	See attached memo.
FELLER, Vic MACK, Loren	Volunteer Wrestling Coaches	Fergus High School	Approve appointment on a volunteer basis	December 14, 2009	See attached memo.
BRANDON, Luke	School Play Advisor	Fergus High School	Approve appointment on schedule— (0.040)	December 14, 2009	See attached memo.
LANTZER, JoAnne	Accompanist	Lewistown Junior High School	Approve appointment on schedule— AIDE I Step 0 for up to 3 hours per day	December 14, 2009	See attached memo.
COMES, Julie GREMAUX, Cindy REDFERN, Sharon SNAPP, Val ZANTO, Darcy	Title I Staff	School District #1	Approve out-of-state travel to attend the National Title I Conference in Washington D.C.	January 21-24, 2010	See attached letter.

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: December 14, 2009

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
WAHL, Gloria	Title I/Library Aide	Fergus High School	Accept letter of resignation	December 31, 2009	See attached letter.
GEBERT, Gary	Coach	Fergus High School	Approve out-of-state travel to attend the National Organization of Coaches Association Directors (NOCAD) Annual Conference in Oklahoma City, OK	January 15-18, 2010	See attached travel request. Gary is the president elect for the Montana Coaches Association, which will be covering all of the expenses for this trip.

November 19, 2009

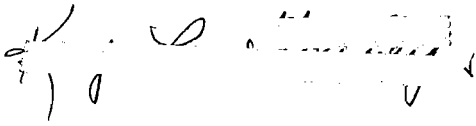
Lewistown School District Number One

With much regret I am resigning from my job as a speech aide, effective November 30, 2009.

I am resigning for medical reasons and will miss being part of the Lewistown School District, as I have been for the last 29 years.

I want to thank the School District for allowing me the privilege of working with students and Staff. This has been a big part of my life and a great place to work.

Kay Lois Godbey

A handwritten signature in black ink, appearing to read "Kay Lois Godbey". The signature is written in a cursive style with some loops and flourishes.



FERGUS HIGH SCHOOL
Athletic Director Jim Daniels, Athletic Secretary Wendy Pfau
(406) 535-2321 Fax: 535-3835

TO: Jason Butcher, Superintendent of Schools

FR: Jim Daniels A.D.

RE: Extracurricular Activities

Please recommend to the Board of Trustees the following individual for extracurricular activities for the 2009-2010 School Year. Stipends and salaries are taken from the collective Gaining agreement.

Athletic Coaches:

**Fergus High School
Volunteer Coaches**

**Boys Basketball: Mike Waterman
Spencer Walsh
Jeff Friesen
Casey Durbin
Matt Moen
Jimmy Graham**

Girls Basketball: Kar Conner

**Wrestling: Vic Feller
Loren Mack**

Activity Advisors:

**Fergus High School
School Play:**

Luke Brandon	Advisor	(0.040)	\$1,203.72
---------------------	----------------	----------------	-------------------

Luke was approved as the Co-Advisor for the School Play in June 2009. There is not going to be another advisor this year, therefore Luke should receive the full stipend.

Thanks!!

Memorandum

To: Jason Butcher, Superintendent
From: Jerry Feller, Principal
Date: November 24, 2009
Re: Hiring Recommendation

Following is the hiring recommendations for an Accompanist for Lewistown Junior High School:

JoAnne Lantzer AIDE I Step 0 Up to 3 hours per day

Thank you for your consideration of this request.

Jerry Feller
Principal

Lewistown Public Schools
December 10, 2009

To: Lewistown Schools Board of Trustees

From: Sharon Redfern, Principal
LPS Title 1 Director

Re: National Conference Attendance

As part of Lewistown Public Schools' ongoing professional development, Title 1 teachers will be attending the national Title 1 Conference in Washington, D.C., on January 21-24, 2010. Our goal for the conference will be to glean successful best practices that are appropriate for all students, especially those at-risk, and to identify successful models of Title 1 programs. Title 1 staff will meet during the conference and following the conference to discuss implementation of such programs at Lewistown Public Schools.

Attending will be Darcy Zanto, Highland Park; Julie Comes, Garfield; Cindy Gremaux, Lewis and Clark; Val Snapp, Lewistown Junior High; and Sharon Redfern, Title 1 Director.

GLORIA WAHL

30 November 2009

Scott Dubbs
Principal
Fergus High School
1001 Casino Creek Drive
Lewistown MT 59457

Mr Dubbs:

The purpose of this letter is to inform you that for personal reasons I will be leaving my position at FHS at the end of this calendar year.

I'd like to thank you and the rest of the staff here for the opportunity I've had while employed at FHS. I feel that I'm a better person as a result of my association with my dedicated and talented coworkers.

Sincerely,



Gloria Wahl

737 Aspen Trail Lewistown MT 59457

IN-STATE/OUT-OF-STATE TRAVEL REQUEST
and
REQUEST FOR USE OF SCHOOL VEHICLE

NAME Gary Gebert ADDRESS FHS TODAY'S DATE 12-1-09

Part A
Pre-Travel:

ITEMS 1-6 MUST BE COMPLETED. Use purchase orders if you want the district to pay items 2-5.
Please **attach** purchase orders to this form.

(TYPE OR WRITE THROUGH ALL COPIES—PRESS FIRMLY)
******SEE BACK FOR INSTRUCTIONS******

1. **CONFERENCE/MEETING:** NOCAD Annual Conf. **LOCATION:** OKLA. City, OK

Conference Starts: Date: 1-15-10 Time: 5:00 (A.M. P.M.)
 Conference Ends: Date: 1-17-10 Time: 3:00 (A.M. P.M.)
 Departure: Date: 1-15-10 Time: 7:00 (A.M. P.M.)
 Return: Date: 1-18-10 Time: 5:00 (A.M. P.M.)

2. **Transportation:** (check one) Is a school vehicle available on district website? NA
 (http://www.lewistown.k12.mt.us -- Request District Vehicles)
 Did you reserve a vehicle on district website? _____
 Auto: _____ x _____ /mile = \$ _____ Driver's Name: _____
 (Distance) (Rate)
 Airline: Requisition #/P. O. # _____ (attach proof of cost) Total Travel \$ 0

3. **Lodging:** (Receipts Required) Requisition #/P. O. # _____ (attach proof of cost)
OR
 Number of Nights: _____ Rate = \$ _____ Total Lodging \$ _____
 Maximum Reimbursement: In-State: Reimbursed at Current State Rate
Out-of-State: Reservation will be made at Conference location, if possible

4. **Meals:** In-State: Out-of-State: Total Meals \$ _____
 _____ Breakfast (\$ 5.00) _____ Breakfast (\$ 6.00)
 _____ Lunch (\$ 6.00) _____ Lunch (\$ 8.00)
 _____ Dinner (\$12.00) _____ Dinner (\$14.00)
paid by MCA

5. **Registration Fee:** Requisition #/P. O. # _____ (attach copy of registration forms) **OR** Registration \$ _____

6. **Other Expenses:** (Receipts required for \$5.00 or more) Other Expenses \$ _____
 (Taxi, bus, etc.)

TOTAL TRIP EXPENSE \$ 0

MAXIMUM EMPLOYEE REIMBURSEMENT, INCLUDING ALL FEDERAL GRANTS \$ 0

APPROVED MODIFIED DISAPPROVED Building Administrator Recommendation 12-10-09 Date
ADMINISTRATOR: PLEASE SEND ENTIRE FORM TO SUPERINTENDENT'S OFFICE

Superintendent and/or Board of Trustees Date

Part B
Post-Travel:

Complete **all** information below **after your trip** and **return the WHITE copy** (the original signed copy) to **ACCTS PAYABLE** at the Lincoln Building within **10 working days**.

******SEE BACK FOR INSTRUCTIONS******

Actual Travel Costs: Payment to You

1. Meals: \$ _____
 2. Travel: (Attach airline ticket if applicable) \$ _____
 Date/Time of Departure _____ Date/Time of Return _____
 School Vehicle **Ending** Odometer Reading: _____ Credit Card Used? Yes No
 School Vehicle **Beginning** Odometer Reading: - _____ (If YES, attach receipts)
 Total Miles Traveled: = _____

3. Lodging: (Attach receipts) \$ _____
 4. Registration: (Attach receipts) \$ _____
 5. Other Local Transportation (taxi, bus, etc.): (Attach receipts) \$ _____

TOTAL PAYMENT DUE EMPLOYEE \$ _____

Claimant's Signature _____ Position _____

ADMINISTRATORS USE ONLY

CENTRAL OFFICE USE ONLY

Gary is the president-elect
of the MCA

Travel Request Number: _____ Date: _____
 Budget Code for Travel: NA
 Budget Code for Fuel Expense: _____

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

18

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

ITEM TITLE: APPROVE REQUEST FOR PERMISSION TO EARN A MASTER'S DEGREE IN EDUCATIONAL LEADERSHIP

Requested By: Board of Trustees
Prepared By: Jason Butcher
Date: 12/14/2009

SUMMARY:

The Board of Trustees needs to approve the request from Luke Brandon to obtain a Master's Degree in Educational Leadership, which is outside his Secondary English and Secondary History Fields.

SUGGESTED ACTION: Approve Request to Earn a Master's Degree in Administration and Supervision

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						

Luke Brandon
312 2nd Ave South
Lewistown, MT 59457

December 9, 2009

Lewistown School Board
215 7th Ave South
Lewistown, MT 59457

Dear Members of the Lewistown School Board,

I am requesting permission to pursue a graduate degree outside of my teaching field. This is my fourth year teaching in the Lewistown School District and my ninth year as a teacher in Montana. I am currently licensed to teach both history and English. In order to advance my career in education I would like to become a school administrator.

Upon your approval, I will apply to the Montana State University School of Education, and will seek a master's degree in educational leadership. I intend to complete this program through on-line courses, and attendance at the summer sessions on the Bozeman campus. I will spend a maximum of three years earning this degree and licensure. I have attached a list of courses I will be taking as I pursue this degree.

Sincerely,

Luke A. Brandon

Educational Leadership/ Principal Certification

COURSE REQUIREMENTS

EDUCATIONAL LEADERSHIP CORE:

EDLD 507	Foundations of Educational Leadership	3
EDLD 508	Supervision of Instruction	3
EDLD 515	Planned Change	3
EDLD 520	School and the Community	3
EDLD 524	Instructional Leadership in the Elementary School or	3
EDLD 525	Instructional Leadership in the Secondary School	3
EDLD 532	School Law	3
EDLD 555	School Finance	3
EDLD 574	Field Experience	3
EDLD 564	The Comprehensive Portfolio	3
Total Credits		27

RESEARCH:

EDCI 402	Educational Statistics I	3
EDCI 506	Applied Educational Research	3
Total Credits		6
Total Credits Required for Degree		33

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

19

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

ITEM TITLE: APPROVE ARRA PART B FEDERAL FLOW-THROUGH APPLICATION TO
CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE FOR
SPECIAL EDUCATION EXPENSES FOR LEWISTOWN ELEMENTARY SCHOOLS

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 12/14/2009

SUMMARY:

Lewistown Public Schools needs to apply for Federal Special Education Funds from Central Montana Learning Resource Center Cooperative (CMLRCC). These funds will be used to pay salary and benefits for Special Education staff to assure implementation of student IEP's.

The Board of Trustees needs to consider and approve the School District's application for these needed funds.

SUGGESTED ACTION: Approve Elementary Flow-Though Application to CMLRCC

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						

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

215 7th Avenue South
Lewistown, MT 59457

Director (406) 535-7454
Staff (406) 535-9012

**CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE
APPLICATION FOR
ARRA FUNDS FLOW THROUGH**

2009-10 SCHOOL YEAR

Section I

School Superintendent Jason Butcher Telephone 535-8777
School District Name Lewistown Elementary Number 0258
Address 215 7th Avenue South
Lewistown MT 59457
County Fergus

SECTION II

I, the undersigned authorized official of Lewistown Elementary
School District Number 1 located in Fergus
County submit this application to the Central Montana Learning Resource Center
Cooperative for ARRA Part B Flow-Through Funds. I also agree to provide Central
Montana Learning Resource Center Cooperative with an end of the year evaluation on
expenditures of all funds and data regarding student outcomes as a result of this funding.

Superintendent or Authorized District Official

School Board Chairperson

SECTION III (Central Montana Learning Resource Center Cooperative Use Only)

Project Number _____
Budget Code _____
Amount _____ Date _____

SERVING SPECIAL STUDENTS IN
FERGUS, WHEATLAND, GOLDEN VALLEY, PETROLEUM, MUSSELSHELL AND
JUDITH BASIN COUNTIES

Section IV

Please give a brief description of how you intend to use this money and a brief description of how you will evaluate or document the expenditure of funds to improve student achievement.

ARRA Funds Requested	ARRA Funds are to be used for	Documentation/ Student Outcomes <small>(What data will be collected to document gains in student achievement?)</small>
<p>Salaries _____ 12,800</p> <p>Benefits _____ 3,200</p> <p>Travel _____</p> <p>Materials _____</p> <p>Equipment _____</p> <p>Supplies _____</p> <p>Other _____</p> <p>TOTAL ARRA Part B FUNDS APPLIED FOR _____ 16,000</p>	<p>Salary & benefits for special education staff to assure implementation of student IEPs.</p>	<p>Documentation based upon MAP & AIMSweb assessments.</p>

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

20

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

ITEM TITLE: APPROVE ARRA PART B FEDERAL FLOW-THROUGH APPLICATION TO
CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE FOR
SPECIAL EDUCATION EXPENSES FOR FERGUS HIGH SCHOOL

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 12/14/2009

SUMMARY:

Lewistown Public Schools needs to apply for Federal Special Education Funds from Central Montana Learning Resource Center Cooperative (CMLRCC). These funds will be used to pay salary and benefits for Special Education staff to assure implementation of student IEP's.

The Board of Trustees needs to consider and approve the School District's application for these needed funds.

SUGGESTED ACTION: Approve Fergus High School Flow-Though Application to CMLRCC

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						

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

215 7th Avenue South
Lewistown, MT 59457

Director (406) 535-7454
Staff (406) 535-9012

**CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE
APPLICATION FOR
ARRA FUNDS FLOW THROUGH**

2009-10 SCHOOL YEAR

Section I

School Superintendent Jason Butcher Telephone 535-8777
School District Name Fergus High School Number 0259
Address 215 7th Avenue South
Lewistown MT 59457
County Fergus

SECTION II

I, the undersigned authorized official of Fergus High School
School District Number 1 located in Fergus
County submit this application to the Central Montana Learning Resource Center
Cooperative for ARRA Part B Flow-Through Funds. I also agree to provide Central
Montana Learning Resource Center Cooperative with an end of the year evaluation on
expenditures of all funds and data regarding student outcomes as a result of this funding.

Superintendent or Authorized District Official

School Board Chairperson

SECTION III (Central Montana Learning Resource Center Cooperative Use Only)

Project Number _____
Budget Code _____
Amount _____ Date _____

SERVING SPECIAL STUDENTS IN
FERGUS, WHEATLAND, GOLDEN VALLEY, PETROLEUM, MUSSELSHELL AND
JUDITH BASIN COUNTIES

Section IV

Please give a brief description of how you intend to use this money and a brief description of how you will evaluate or document the expenditure of funds to improve student achievement.

ARRA Funds Requested	ARRA Funds are to be used for	Documentation/ Student Outcomes <small>(What data will be collected to document gains in student achievement?)</small>
<p>Salaries _____ 12,800</p> <p>Benefits _____ 3,200</p> <p>Travel _____</p> <p>Materials _____</p> <p>Equipment _____</p> <p>Supplies _____</p> <p>Other _____</p> <p>TOTAL ARRA Part B FUNDS APPLIED FOR _____ 16,000</p>	<p>Salary & benefits for special education staff to assure implementation of student IEPs.</p>	<p>Documentation based upon MAP & AIMSweb assessments.</p>

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

21

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

ITEM TITLE: APPROVE TRUSTEE RESOLUTION CALLING FOR AN ELECTION

Requested By: Board of Trustees
Prepared By: Mike Waterman
Date: 12/14/2009

SUMMARY:

If the Board of Trustees chooses to run an election for the available \$2.343 million in Qualified School Construction Bond allocation, it needs to approve a Trustee Resolution Calling for an Election.

SUGGESTED ACTION: Approve Trustee Resolution Calling for an Election

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						

TRUSTEE RESOLUTION CALLING FOR AN ELECTION

BE IT RESOLVED, the Board of Trustees for School District No. One, Fergus County, State of Montana, will hold a Special Mail Ballot Bond Election on _____, the _____ day of _____, 2010, which date is not less than forty (40) days after the passage of this resolution.

The purpose of the election is to _____. If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Mike Waterman, election administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA.

The board hereby appoints the attached list of electors of this district who are qualified to vote at such election to act as judges at the election.

BE IT FURTHER RESOLVED, that the clerk of this school district is hereby directed to notify the above named election judges of their appointment and to notify the county election administrator of the date of holding said election, and request him/her to close registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the election administrator will choose a replacement from certified judges.

No further proceedings were conducted relating to the election.

Dave Byerly
Print Name of Board Chair

Signature of Board Chair

Mike Waterman
Print Name of District Clerk

Signature of District Clerk

DATED this 14th day of December, 2009.

20-20-201, MCA

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

12/14/2009

Agenda Item No.

22

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

ITEM TITLE: APPROVE REISSUING OF LOST PAYROLL FUND WARRANT

Requested By: Board of Trustees
Prepared By: Mike Waterman
Date: 12/14/2009

SUMMARY:

The Board of Trustees needs to approve the reissuing of lost Payroll Fund Warrant #23212 dated October 30, 2009, in the amount of \$817.52, payable to Natalie Butler, Lewistown, Montana.

SUGGESTED ACTION: Approve Reissuing of Lost Payroll Fund Warrant

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 SCHOOL DISTRICT NUMBER ONE
215 7th AVENUE SOUTH
LEWISTOWN, MT 59457
Phone: 535.8777/Fax: 535.7292

INDEMNITY BOND FOR LOST OR DESTROYED WARRANT

KNOW ALL MEN BY THESE PRESENT, that, Natalie Butler, of 1889 Moulton Road, Hilger, MT 59451 as Principal, and Sandi Chamberlain, of 101 Carroll Trail, Lewistown, MT 59457, and Tammy Wynne, of 222 Maple Street, Lewistown, MT 59457, as Sureties, are held and firmly bound unto Fergus County, Montana, in a sum of \$1635.04 to be paid to the Treasurer of Fergus County, Montana, for which payment, well and truly to be made, we bind ourselves and our heirs, executors and administrators, jointly and severally, firmly by these present.

The condition of this obligation is such that whereas a certain Warrant #23212 of Fergus County, Montana, dated October 30, 2009, in the sum of \$817.52 payable to Natalie Butler is alleged to have been lost or destroyed.

That sufficient proof having been made that the said warrant has been lost or destroyed, a duplicate of such warrant has been issued to the owner or holder thereof, which said duplicate is to take the place, in order of registration and payment, of such original warrant.

NOW, if the said obligors shall well and truly save harmless and indemnify the County from all loss, costs, or damages, by reason of the issuing of the duplicate, and if the said obligors will pay to any person entitled to receive the same, as the lawful holder of the original warrant, all moneys received upon such duplicate, then this obligation to be void, otherwise to remain in full force and effect.

Dated: December 14, 2009

Principal

*Note: Signature of each Surety
required in two places

Surety

Surety

STATE OF MONTANA)
) ss,
COUNTY OF)

Sandi Chamberlain and Tammy Wynne, the sureties named in the foregoing Indemnity Bond, being first duly sworn, each for himself and not for the other, deposes and says that he is responsible and a householder or freeholder, within the State of Montana, and is worth the amount fixed as the penalty of the said bond, over and above all his just debts and liabilities, exclusive of property exempt from execution.

Surety

Surety

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20__.

Signature of person authorized to take oaths

Printed name of person authorized to take oaths

Notary Public for the State of Montana
Residing at _____, Montana
My commission expires _____

(*Note: This bond should be double the amount of the warrant alleged to have been lost or destroyed.)

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				DAYS	THIRD QUARTER				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				DAYS	FOURTH QUARTER				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)

		Totals
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

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