

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**Fergus High School – Library
1001 Casino Creek Drive
Lewistown MT 59457**

Monday, January 10, 2011

TRANSPORTATION COMMITTEE MEETING

5:30 P.M. TO 6:00 P.M.

BOARD ROUNDTABLE DISCUSSION—FHS STAFF

6:00 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. Report—Student Representative
4. Discussion—Facilities
5. Report—Committees of the Board
6. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

7. Report—Election Update
8. Report—Investment
9. Other Items

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

11. Minutes of the December 10, 2010, Regular Board Meeting

APPROVAL OF CLAIMS

12. Claims

CONSENT GROUP ITEMS

13. None

INDIVIDUAL ITEMS

14. Approve Personnel Report
15. Approve Request to Apply for the National Science Teachers Association's Shell Science Lab Challenge
16. Approve Calling for Bids for Over-the-Road Passenger Coach

EXECUTIVE SESSION

17. Superintendent's Evaluation

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

01/10/2011

Agenda Item No.

3

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Sydney Stivers **Date:** 01/10/2011

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

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

4

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

ITEM TITLE: DISCUSSION—FACILITIES

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 01/10/2011

SUMMARY:

The Board of Trustees will resume the discussion regarding facilities. The school administrators will update the Board with the needs in their individual buildings.

SUGGESTED ACTION: Informational Report

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

5

- 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:** 01/10/2011

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						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

6

- 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:** 01/10/2011

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						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

7

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

ITEM TITLE: REPORT—ELECTION UPDATE

Requested By: Superintendent **Prepared By:** Mike Waterman **Date:** 01/10/2011

SUMMARY:

Mike Waterman, Business Manager/District Clerk, will report on the election calendar and procedures for 2011.

Attached are the Terms of Office Listing and the 2011 School Election Calendar.

Board members terms of office that are due to expire in 2011 include: Jennifer Granot, Becky Jackson, and Stan Monger. These are all three year terms.

SUGGESTED ACTION: Informational

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

As currently exists, Board members terms of office are as follows:

	Expire 2011	Expire 2012	Expire 2013
SCHOOL DISTRICT #1	Jennifer Granot Becky Jackson Stan Monger	Mary Schelle Monte Weeden	Jeremy Bristol Lisa Pierce

School District #1 Three (3) - Three (3) Year Terms:

- _____ 3 year term (to expire in 2014)
- _____ 3 year term (to expire in 2014)
- _____ 3 year term (to expire in 2014)

Petitions Filed for Nomination of School Board Trustee:

**MAY 3, 2011
SCHOOL ELECTION CALENDAR**

<p style="text-align: center;">December 19, 2010 through March 24, 2011</p>	<p>Trustee candidates file for election. Nomination petition and Oath of Candidacy must be filed with election administrator. No person signing a petition may sign more nomination petitions than there are trustee positions open. NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS HE OR SHE MEETS THIS DEADLINE.</p> <p>Candidates from county high school districts with enrollments of 2,000 or more or first-class districts in counties with populations of 15,000 or more must file a form C-1-A, and if desired, a form C-3 with the district clerk and Montana Commissioner of Political Practices within 5 days of filing for office. (13-10-201(6), 13-37-201, 20-3-305 and 20-3-344, MCA) [No earlier than 135 days, or no later than 40 days before election.]</p> <p>Any candidate that has already filed for election, but wishes to withdraw their name, must do so by March 24, 2011. Otherwise, their name must appear on the ballot. (13-10-325, MCA)</p>
<p style="text-align: center;">End of January</p>	<p>Contact the Montana Commissioner of Political Practices (MCP) office at (406) 444-2942 if you are in</p> <p>(1) a first-class district located in a county with populations of 15,000 or more, OR</p> <p>(2) a county high school district with an enrollment of 2,000 or more and did NOT receive a notice and a packet of information from the MCP. (13-37-206, MCA)</p>
<p style="text-align: center;">**Updated in 2009** (SB 276) Changes</p>	<p>County election administrator mails address confirmation forms to electors who have requested absentee ballots for subsequent elections. The county election administrator will mail the address confirmation forms in January. You still must contact your county election administrator for the permanent absentee ballot list.</p>
<p style="text-align: center;">February 17, 2011</p>	<p>First day elector can request an absentee ballot. Voters who wish to vote absentee may request an absentee ballot in writing or in person starting at this date until noon the day before the election. Remember to include the following on the application for absentee ballot:</p> <ul style="list-style-type: none"> ● A section on the form allowing the voter to become part of the permanent absentee list <p>(13-13-211 and 13-13-214, MCA) [75 days before election]</p>
<p style="text-align: center;">March 24, 2011</p>	<p>Trustees call for an election. At least 40 days before the election, the trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) the polling site(s) (if changed from previous school election); and 4) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot. The resolution must be delivered to the county election administrator at least 35 days before the election, but it need NOT be posted. The trustees must also appoint three election judges per precinct. The resolution should appear in the board minutes. An election may also be called by the county superintendent, county commissioners, board of public education or the trustees of a community college. 20-20-401, 20-20-201, and 20-20-203, MCA</p>

March 29, 2011	Last day to file resolutions for school election with county election administrator. (20-20-201(2) , MCA) [no later than 35 days before election]
April 3, 2011 (Next Business Day is April 4, 2011)	Voter registration closes. A voter must register by this deadline to vote in the school election. County election administrator prepares registration list. It is not necessary to publish any notice of closing of voter registration. (20-20-311 and 20-20-312 , MCA) [30 days before election]
April 3 – April 13, 2011	Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district AND posted in at least three public places in the district, provided that in incorporated cities and towns at least one notice must be posted in each ward or precinct. Radio or television notice may supplement the notice. The notice must include 1) the date and polling places of the election, 2) polling place hours, 3) each proposition to be considered by the electorate, 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions and 5) where and how absentee ballots may be obtained. (20-20-204 , MCA) [not less than 20 days or more than 30 days before election]
April 7, 2011 (By 5 p.m.)	Deadline for write-in candidate for a trustee position on a school board to file declaration of intent. (13-10-211(3) , MCA) [not less than 26 days before the election]
April 7, 2011 (After 5 p.m.)	Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees cancel the trustee election. They must then give notice that a trustee election will not be held. (20-3-313 , MCA)
By April 8, 2011	Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. See School Election Handbook for more information. Trustees must pass a resolution stating exact levy amounts by this date in order for the clerk to certify the ballot. This resolution must include the durational limit, if any, on the levy. [not less than 25 days before election] 13-12-201 , 20-20-401 , and 15-10-425 , MCA
April 13, 2011	Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none"> ● The ballot ● Instructions for voting and returning the ballot ● A secrecy envelope, free of any marks that would identify the voter ● A self-addressed, return envelope with affirmation printed on the back of the envelope (20-20-401 , MCA) [at least 20 days prior to election]
April 21-May 23, 2011	Candidates who marked Box "C" on their form C-1-A must file form C-5 with the district clerk and Montana Commission of Political Practices. (13-37-226(4) , MCA) [12 days before and 20 days after the school election]
April 23, 2011 (Next Business Day is April 25, 2011)	Last day to notify election judges of appointment. (20-20-203 , MCA) [not less than 10 days before election]
February 17 until noon May 2, 2011	Deadline for absentee requests. Absentee ballots may be requested 75 days before the election but no later than noon the day before the election. *If the voter has a health emergency between 5 p.m. the Friday before the election (April 29) and noon on the election day (May 3), an emergency request for an absentee ballot may be made by noon on the election day (May 3.) (13-13-211 , MCA)

May 2, 2011 (By 5 p.m.)	Absolute last day for write in candidates to file a declaration of intent (13-10-211 , MCA) A declaration of intent may be filed after the deadline and until 5 pm the day before the election only if a candidate for the office that the write in candidate is seeking: dies, withdraws from the election or is charged with a felony offense.
May 2, 2011	Deliver certified copy of the lists of registered electors for each polling place to the district by election administrator before the election day. District then delivers list(s) to election judges prior to opening of polls. (20-20-313 , MCA)
May 3, 2011	Notify election judges of the names of write-in candidates
May 3, 2011	ELECTION DAY. (20-20-105 , MCA) The election administrator must prepare polling places, print ballots, ensure election judges are present and conduct a fair and unbiased election. (Title 13, Chapter 13 , and 20-20-203 , 20-20-401 , and 20-20-411 , MCA)
April 21-May 23, 2011	Candidates who marked Box "C" on their form C-1-A must file form C-5 with the district clerk and Montana Commissioned of Political Practices. (13-37-226 (4) , MCA) [12 days before and 20 days after the school election]
Following receipt of the tally sheets from all polls AND By May 18, 2011 (Next regular or special board meeting following the election)	Trustees canvass votes, issue certificates of election and publish results. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district. (20-20-415 and 416 , MCA) [within 15 days after the election]
Within 15 days after receipt of certificate of election. (20-20-416 , MCA)	Candidate completes oath of office and files with the County Superintendent. Newly elected trustees may not be seated until the oath is filed. (20-3-307 , 20-1-202 , 1-6-101 , MCA)
May 21, 2011	Deadline for trustees to hold organizational meeting. (20-3-321 , MCA) [not later than the third Saturday in May]
June 1, 2011	Deadline for trustees to request county election administrator to conduct school election for next year. (20-20-417 , MCA)
Additional References:	
Sample forms can be found at this address. http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_7	
1-1-307 , MCA. Postponement of day appointed for an action when it falls on a holiday or Saturday. Whenever any act of a secular nature, other than a work of necessity or mercy, is appointed by law or contract to be performed upon a particular day, which day falls upon a holiday or a Saturday, such act may be performed upon the next business day with the same effect as if it had been performed upon the day appointed.	
20-3-205 , MCA. The county superintendent has general supervision of the schools of the county within the limitations prescribed by this title and shall perform the following duties or acts: (2) administer and file the oaths of members of the boards of trustees of the districts in the county in accordance with the provisions of 20-3-307 , MCA.	
1-5-416 , MCA. A notary public shall: take depositions and affidavits, if the notary is knowledgeable of the applicable legal requirements, and administer oaths and affirmations in all matters incident to the duties of the notary public's office or to be used before any court, judge, officer, or board in this state.	
(MASBO takes special care in preparation of the annual election calendar however, if you find a mistake or oversight, please notify the MASBO office so corrections can be noted in future newsletters and in future calendars. Thank You.)	



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Montana
Office of Public Instruction
Denise Juneau, State Superintendent

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

8

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Mike Waterman **Date:** 01/10/2011

SUMMARY:

Attached is the report on the interest earned and distributed for December 2010.

The first column of the report reflects the cash balance in various funds as of December 1, 2010.

SUGGESTED ACTION: Informational

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

NOTES:

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

Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2010-2011

Criteria: Control#: 8

Acct Mask: _____

Sort By Acct

Print Internal Accounts Only

Type: Interest Posting Date: 12/31/2010

Amount Distributed: \$3,492.22

Control#: 8

Posting Description: Interest Distribution

11/30/2010

Entry#: 308

Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
101.00.000.0000.101.000	\$1,147,638.22	30	.2608476	\$910.95	\$1,147,638.22		\$0.00	Yes
110.00.000.0000.101.000	\$593,397.97	30	.1348739	\$471.01	\$593,397.97		\$0.00	Yes
111.00.000.0000.101.000	\$932,773.82	30	.2120109	\$740.39	\$932,773.82		\$0.00	Yes
112.00.000.0000.101.000	\$106,525.33	30	.0242122	\$84.55	\$106,525.33		\$0.00	Yes
113.00.000.0000.101.000	\$0.00	30	.0000000	\$0.00	\$0.00		\$0.00	Yes
114.00.000.0000.101.000	\$685,107.97	30	.1557187	\$543.80	\$685,107.97		\$0.00	Yes
120.00.000.0000.101.000	\$9,835.87	30	.0022356	\$7.81	\$9,835.87		\$0.00	Yes
121.00.000.0000.101.000	\$51,022.06	30	.0115968	\$40.50	\$51,022.06		\$0.00	Yes
124.00.000.0000.101.000	\$84,729.54	30	.0192582	\$67.25	\$84,729.54		\$0.00	Yes
128.00.000.0000.101.000	\$46,211.38	30	.0105034	\$36.68	\$46,211.38		\$0.00	Yes
129.00.000.0000.101.000	\$85,934.94	30	.0195322	\$68.21	\$85,934.94		\$0.00	Yes
150.00.000.0000.101.000	\$195,456.88	30	.0444255	\$155.14	\$195,456.88		\$0.00	Yes
160.00.000.0000.101.000	\$34,963.89	30	.0079470	\$27.75	\$34,963.89		\$0.00	Yes
161.00.000.0000.101.000	\$426,052.84	30	.0968379	\$338.18	\$426,052.84		\$0.00	Yes
Control# 8 Total:	\$4,399,650.71		.9999999	\$3,492.22	\$4,399,650.71		\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 11/30/2010

End of Report

Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2010-2011

Criteria: Control#: 9

Acct Mask: _____

Sort By Acct

Print Internal Accounts Only

Type: HS Interest Posting Date: 12/31/2010
 Posting Description: Interest Distribution

Amount Distributed: \$2,157.43
 11/30/2010

Control#: 9
 Entry#: 309

Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
201.00.000.0000.101.000	\$737,093.64	30	.2346367	\$506.20	\$737,093.64		\$0.00	Yes
210.00.000.0000.101.000	\$362,894.52	30	.1155191	\$249.22	\$362,894.52		\$0.00	Yes
211.00.000.0000.101.000	\$497,920.01	30	.1585013	\$341.96	\$497,920.01		\$0.00	Yes
213.00.000.0000.101.000	\$219.57	30	.0000699	\$0.15	\$219.57		\$0.00	Yes
214.00.000.0000.101.000	\$329,100.58	30	.1047616	\$226.02	\$329,100.58		\$0.00	Yes
217.00.000.0000.101.000	\$23,228.48	30	.0073942	\$15.95	\$23,228.48		\$0.00	Yes
218.00.000.0000.101.000	\$22,451.64	30	.0071470	\$15.42	\$22,451.64		\$0.00	Yes
220.00.000.0000.101.000	\$8,222.00	30	.0026173	\$5.65	\$8,222.00		\$0.00	Yes
221.00.000.0000.101.000	\$25,069.06	30	.0079802	\$17.22	\$25,069.06		\$0.00	Yes
224.00.000.0000.101.000	\$161,923.95	30	.0515447	\$111.20	\$161,923.95		\$0.00	Yes
228.00.000.0000.101.000	\$85,657.49	30	.0272671	\$58.83	\$85,657.49		\$0.00	Yes
229.00.000.0000.101.000	\$90,715.91	30	.0288773	\$62.30	\$90,715.91		\$0.00	Yes
260.00.000.0000.101.000	\$65,136.78	30	.0207348	\$44.73	\$65,136.78		\$0.00	Yes
261.00.000.0000.101.000	\$560,767.92	30	.1785075	\$385.12	\$560,767.92		\$0.00	Yes
281.00.000.0000.101.000	\$88,409.65	30	.0281432	\$60.72	\$88,409.65		\$0.00	Yes
282.00.000.0000.101.000	\$82,612.07	30	.0262976	\$56.74	\$82,612.07		\$0.00	Yes
Control# 9 Total:	\$3,141,423.27		.9999995	\$2,157.43	\$3,141,423.27		\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 11/30/2010

End of Report

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

9

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 01/10/2011

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.

- ❖ MHSA Annual Meeting
- ❖ Board Meeting—March 14, 2011
- ❖ Roundtable Schedule—Monday, January 24, 2011—Junior High School—6:00 p.m.
- ❖ FHS BPA Region 3 Leadership Conference—Monday, January 17, 2011—Great Falls
- ❖ Eagle Booster Game Feed and Raffle—Monday, January 17, 2011—6:00 p.m.—Eagles
- ❖ No School—PIR Day—Monday, January 17, 2011—Technology
- ❖ Adult Education Registration—Tuesday, January 18, 2011—12:00-5:00 p.m.—CMEC
- ❖ Speech and Drama Divisional Meet—January 21-22, 2011—Lewistown
- ❖ FHS FFA—KMON Contest—January 21-23, 2011—Cascade/Great Falls
- ❖ Home Athletic Games/Meets:
 - BBB vs. Park High—Friday, January 14, 2011—4:15/5:45/7:30 p.m.
 - GBB vs. Browning—Saturday, January 15, 2011—2:00/3:30/5:00 p.m.
 - BBB vs. Blgs Ctrl—Tuesday, January 18, 2011—4:15/5:45/7:15 p.m.
 - BBB/GBB vs. Fairfield—Saturday, January 22, 2011--2:00/3:00/5:00/6:30 p.m.

SUGGESTED ACTION: Informational

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

NOTES:

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



MONTANA HIGH SCHOOL ASSOCIATION
2011 ANNUAL MEETING

Monday, January 17, 2011
Holiday Inn Grand Montana
Billings, Montana

PROPOSALS

- 1. Proposal to Amend Eligibility By-Law for Attendance ----- 1
Presented by: MHSAA Executive Board
- 2. Proposal to Allow Eighth Grade Participation ----- 2
Presented by: Alberton High School
- 3. Proposal to Amend Eligibility By-Law for Transfers ----- 3
Presented by: MHSAA Executive Board
- 4. Proposal to Amend Jewelry Rule ----- 3
Presented by: Billings Senior High School
- 5. Proposal to Eliminate the Liability Catastrophe Plan ----- 4
Presented by: MHSAA Executive Board
- 6. Proposal to Amend 35 Point Rule for Football - Classes A, B & C only ----- 4
Presented by: Denton High School
- 7. Proposal to Amend Rules for Double Dual Wrestling Events ----- 5
Presented by: Columbia Falls High School

1. PROPOSAL TO AMEND ELIGIBILITY BY-LAWS

The MHS Executive Board proposes the following amendments to By-Laws, Article II, Sections (2) through (9), beginning on page 18 of the current MHS Handbook in reference to academic eligibility:

A. Article II, Section (2), Eligibility, 2.1

Section (2) ELIGIBILITY

To be eligible to participate in an Association Contest, a student shall meet all of the following criteria:

- 2.1 A student must be enrolled ***in twenty hours per week*** and in regular attendance ~~twenty~~ ***ten*** hours per week at the school where the student participates. ***Regular attendance is defined as actual physical presence in the building (bricks and mortar).*** A home school student is not eligible to participate for an MHS member school.

B. Article II, Section (2), Eligibility, 2.4

- 2.4 A student must have received a passing grade and received credit in at least twenty periods of prepared work per week or its equivalent during the last preceding semester in which he/she was ~~in attendance~~ ***enrolled.***

C. Article II, Section (2), Eligibility, 2.8

- 2.8 This rule is not applicable to IDEA '04 and Section 504 students when their individual education plans (IEP) under IDEA or their educational accommodation plans under Section 504 certify that the students are not required to meet this minimum academic to have passed 20 hours of prepared work per week. However, all students must be enrolled ***in twenty hours per week*** and in regular attendance ~~twenty~~ ***ten*** hours per week. Special education or Section 504 certification that the student is not required to meet the minimum academic requirements may not be enacted retroactively (after grades have been assigned at the end of the previous semester).

D. Article II, Section (2), Eligibility, Interpretation #4

4. ~~Correspondence course credits cannot be used~~ ***Only school district-approved course work can be used*** to compute the 20 periods of prepared work.

E. Article II, Section (4), Graduate Students

- 4.1 ~~No~~ ***Any*** student ***who meets any of the following criteria*** shall be ***ineligible*** to participate in any Association Activity:

- ~~Who~~ ***The student*** is a graduate of a regular four-year high school.
- ~~Who~~ ***The student*** is a graduate of a secondary school which has the same requirements for graduation as a regular four-year high school.
- ~~Who~~ ***The student*** has earned enough credits to entitle him/her to be graduated from the high school ~~by the spring graduation date~~ ***and has completed eight semesters of high school.***
- The student has received a GED.***

F. Article II, Section (9), Deadline for Enrollment

- 9.1 A student shall have been regularly enrolled ***in at least twenty hours of prepared class work per week*** and in regular attendance ***for ten hours per week*** no later than fifteen (15) school days after the beginning of the semester to be eligible during that semester. This rule shall not apply to transfer students who have met the attendance requirements in the school last attended. ***Regular attendance is defined as actual physical presence in the building (bricks and mortar).***

Rationale:

As delivery methods for education evolve, the corresponding MHSAs academic standards for eligibility need to be evaluated. The high school landscape has changed with the advent of the Montana Digital Academy, the increased availability of distance learning opportunities and the rise in dual enrollment options for college-bound students. The 2010 Eligibility Rules Review Advisory Committee developed recommendations for the MHSAs Executive Board that incorporated those factors while maintaining the primacy of education. In putting forth these amendments, the Executive Board has endorsed the continuation of twenty hours of prepared work per week as a minimum for student eligibility while modifying the “bricks and mortar” attendance requirement so that schools have more options in the delivering academic offerings. Other education-based entities are endorsing and supporting the Montana Digital Academy, including the MTSBA, SAM and MREA.

2. PROPOSAL TO AMEND EIGHTH GRADE PARTICIPATION RULE

Alberton Public Schools propose the following amendment to By-Laws, Article II, Section (5) STUDENTS BELOW NINTH GRADE, subpart 5.1 on page 20 of the current MHSA Handbook:

5.1 No student who is enrolled in a grade below the ninth shall be eligible to participate in an Association contest, except as noted in Part C or eighth grade students meeting the following requirements:

- ~~a. Eighth grade student(s) may play on a high school volleyball and basketball team. The number allowed for practice/participation would be those needed to make a scrimmage type situation for the team. This would be twelve (12) for volleyball and ten (10) for basketball. A track team without sufficient numbers for a relay team may use eighth grade students only on their relay teams. (A high school team may have more than one eighth grade student on their team.)~~
- ~~b. Permission for eighth grade participation must be requested by the school and authorization granted by the Executive Director of the MHSAs. All eighth grade player names will be submitted to the MHSAs Executive Director prior to their first practice. Those eighth grade practice participants would be eligible to play in the varsity contests upon meeting all eligibility criteria and upon approval granted by the MHSAs Executive Director.~~
- ~~c. Eighth grade students allowed to participate by the Executive Director will have eight semesters of high school eligibility remaining when they enroll in the ninth grade.~~

- a. Eighth grade students may play on a high school volleyball, track relay and/or basketball teams.**
- b. Permission for eighth grade participation must be requested by the school and authorization granted by the Executive Director of the MHSAs. Once granted approval, those eighth grade participants are eligible to participate in varsity and JV competition.**
- c. Any eighth grade student allowed to participate will have eight semesters of high school eligibility remaining.**
- d. All eighth grade students participating must meet the academic requirements.**

Rationale:

This would allow JV teams in schools that are struggling with numbers and still allow some control by the MHSAs. Questions like how many athletes you have in grades 9-12 would be asked as a determining factor.

3. PROPOSAL TO AMEND TRANSFER BY-LAWS

The MHSA Executive Board proposes the following amendments to By-Laws, Article II, Section (10) on pages 23-24 of the current MHSA Handbook:

A. Article II, Section (10), Transfer Rule

Add a statement for students returning to the home district of parent(s):

H. A student who has attended high school and resides in a district other than where the student's parent(s) resides, and who subsequently returns to live with the student's parents becomes immediately transfer eligible for varsity competition in the parent's district. This can be applied only one time during the student's career.

B. Article II, Section (10), Transfer Rule, Interpretations, Note A

NOTE a: Athletes participating in cross-country, and track **and swimming** will be allowed to compete in the contests where varsity and sub-varsity team members compete at the same time to conserve time and expense, but are scored separately. Example: cross-country meet where varsity and sub-varsity runners run at the same time but are identified and scored separately.

Rationale:

Section A – Throughout the nation courts have been ruling in favor of the student on transfer cases when the student transfers from his/her parents to live with relatives (in or out of state) or transfers to attend a boarding school, attend a semester at sea etc. and subsequently returns home to their parents and school of record with the expectation of resuming varsity eligibility. This proposed provision demonstrates the MHSA's support for the family being together but also limits this scenario to a one-time exception. The transfer rule's integrity is still protected but flexibility is provided allowing for a one-time return to home and also avoiding possible litigation where precedent has already been set.

Section B – This time and expense saving provision has worked well for the sports of cross country and track and field. Swimming is an individual sport that should be added to this provision allowing sub varsity swimmers to swim at the same time but to be scored separately.

4. PROPOSAL TO AMEND JEWELRY RULE

Billings Senior High School proposes the following amendment to Rules and Regulations, Section (6) MHSA Jewelry Policy on page 39 of the current MHSA Handbook:

Section (6) MHSA JEWELRY POLICY

No jewelry, which includes visible body piercing objects, shall be worn in any sport. Any piece of jewelry that is visible at the start of or during a contest is in violation of the MHSA Jewelry Policy. Religious medals must be taped to the body and under the uniform. Medical medals must be taped to the body so they are visible. ***The MHSA Jewelry Policy does not apply to the sport of golf.***

Rationale:

Golf is not a contact sport. Golf recognizes the minimal risk of injury when wearing jewelry, but acknowledges an increased risk in other sports. This change would eliminate enforcement of the rule for this sport only.

5. PROPOSAL TO ELIMINATE THE LIABILITY CATASTROPHE PLAN

The MHSA Executive Board proposes the following amendments to Rules and Regulations, Section (17) on page 45 of the current MHSA Handbook:

Delete the entire section as shown.

Section (17) — LIABILITY CATASTROPHE PLAN

~~The MHSA member schools, at the 1973 Annual Meeting, adopted a catastrophic insurance plan. This plan was revised and adopted by the MHSA Executive Board in 1993. It is a claims made excess liability policy which has a \$25,000 deductible. Also included is excess medical coverage subject to a lifetime benefit of two million dollars. All member schools are automatically enrolled for the insurance and the premium will be collected from each school by the MHSA Executive Director by August 1 of each year according to the schedule approved and listed as follows: Any school failing to pay the premium on or before August 1 will become ineligible from that date until such premium is paid and shall be required to pay a penalty of fifty dollars (\$50.00) in addition to the regular premium before reinstatement. This plan covers all MHSA sanctioned activities during the defined season.~~

High School Enrollment	Premium
0-40	@ \$ 145.00
41-110	@ \$ 215.00
111-200	@ \$ 275.00
201-300	@ \$ 365.00
301-400	@ \$ 460.00
401-800	@ \$ 610.00
801-up	@ \$ 965.00

Rationale:

The increase in premiums that the schools have experienced over the years and the small number of participants served over the program's existence may determine whether it is an appropriate time to discontinue the insurance plan. This plan was made mandatory in 1973 by the membership.

Fiscal Note:

Depending on enrollment of member schools, premiums range from \$145 to \$965 for the 2010-11 school year. Since the 2005-2006 school year, the total premium base has increased 34%.

6. PROPOSAL TO AMEND 35 POINT RULE FOR FOOTBALL – Classes A, B and C only

Denton High School proposes the following amendment to Football, I-General Rules and Regulations, Section (16) on page 120 of the current MHSA Handbook:

Delete part C as shown below:

- (16) Classes A, B and C: In Classes A, B or C (8 and 6 player) football game, if at any time the score differential reaches 35 points or more, the clock will not be stopped when:
 - A. The ball goes out-of-bounds.
 - B. A forward pass is incomplete.
 - ~~C. A score occurs (unless it reduces the point spread to less than 35 points).~~
- ~~Note: the clock continues to run after a score through the next free kick.~~

- D. A fair catch is made or awarded.
- E. A touchback occurs.
- F. A first down is declared.

If the score differential falls below 35 points, normal timing procedures will be utilized.

The clock will continue to be stopped on all other situations as specified by National Federation Rule 3.4.4 (penalty, time out, end of period).

Rationale:

In games we have played where the 35 point rule has come into play, there seems to be a lot of wasted playing time in the transition from the point after attempt to the time the ball is kicked off. This is time that younger kids could be getting valuable experience. We are seeing about two minutes in transition time which in six-player is 1/5 of the quarter being wasted after a score. In eliminating this rule the purpose of the rule remains intact, but allows teams that are much better than their opponent to still get their younger kids a better chance at quality playing time.

7. PROPOSAL TO AMEND RULES FOR DOUBLE DUAL WRESTLING EVENTS

Columbia Falls High School proposes the following addition to Wrestling, I-General Rules and Regulations, new Section (7) on page 205 of the current MHSA Handbook:

- (7) When three or more schools take part in a double dual meet wrestling competition held in two separate schools/towns that are located less than thirty (30) miles apart and held on the same day, the following provisions apply:**
 - a. One weigh-in will be used for multiple competitions that day.**
 - b. Each dual meet wrestled will be counted as one contested event toward the season limitations.**

Renumber remaining sections accordingly.

Rationale:

Under current rules, a visiting school, for instance Polson High School, would have to weigh in at both Whitefish High School and Columbia Falls High School if they wrestle both schools on the same day. This creates a huge disadvantage for the visiting school. All schools are trying to preserve home dual meets and the current rule makes it hard to do that.

In the case of Columbia Falls and Whitefish, our schools are physically closer to one another than Billings West is to Billings Skyview. If a team visited both West and Skyview on the same day, two weigh-ins are needed.

This proposal was discussed with the Class A schools last June at their Fairmont meeting and was unanimously supported 22-0.

BOARD OF TRUSTEES ROUNDTABLE SCHEDULE**2010-2011**

Date	Group	Time	Meeting Site
November 8, 2010	Garfield Elementary	6:00-7:00 p.m.	Garfield Elementary School
November 22, 2010	Lewis & Clark Elementary	6:00-7:00 p.m.	Lewis & Clark Elementary School
December 13, 2010	Highland Park Elementary	6:00-7:00 p.m.	Highland Park Elementary School
January 10, 2011	FHS Staff	6:00-7:00 p.m.	Fergus High School
January 24, 2011	Junior High School	6:00-7:00 p.m.	Junior High School
February 14, 2011	Classified Staff	6:00-7:00 p.m.	Lincoln Board Room
February 28, 2011	LEA	6:00-7:00 p.m.	Lincoln Board Room
March 14, 2011	FHS Students	6:00-7:00 p.m.	Fergus High School
March 28, 2011	Admin Council	6:00-7:00 p.m.	Lincoln Board Room

BUS TRIP TO ALBERTA BAIR THEATER * SIGN UP NOW!

THE FLYING KARAMAZOV BROTHERS

If you like to laugh while watching amazing feats of dexterity accompanied by a hint of danger, don't miss this show! Whether they are deftly wielding a dozen juggling clubs, dancing a jig, or doing ballet, they keep up a commentary of humorous one-liners & puns. Prime seats on main floor; dinner on your own at arranged stop. Board the bus at Fergus High School. Tour Guide: Sharon McNees. Fee includes bus & show ticket. Board the bus at 2:30 PM; show time at 7:30 PM. Wed, March 23 only. Fee: \$50. No discounts. **Must register and pay by February 23!**

BODY SCULPTING *

This class is designed to help the individual with building bone density through weight bearing exercises. Focus will be on the body as a whole, working through each group of muscles through a variety of exercises. Instructor: Lisa Campbell. Parrish Hall, St James Episcopal Church, Tues & Thurs, 8 wks, Choose one time: 4:15-5:15 or 5:30-6:30 PM, Feb 1-Mar 24. Fee: \$45

BEGINNING YOGA *

The movements, breathing practice & relaxation techniques of Yoga can help to improve fitness, reduce stress & pain, & enhance healing & well-being in your life. Instructor: Judy Kellogg. Garfield School gym, Mons, 8 wks, 5:30-6:30 PM, Feb 7-Mar 28. Fee: \$35

GENTLE YOGA *

A slow easy-paced Yoga class for those who have had Yoga I or previous Yoga experience. Instructor: Judy Kellogg. Garfield School gym, Mons, 8 wks, 4:00-5:00 PM, Feb 7-Mar 28. Fee: \$35

FIRST AID / ADULT, INFANT & CHILD CPR *

A certified American Heart Association course with hands-on learning of life-saving techniques, choking & rescue breathing & practical first aid. Instructor: Don Kern. Central MT Education Center on Airport Rd. All classes held on Saturdays. No discounts.

******FIRST AID:** 9-12 noon. Fee: \$30

Choose 1 date: Jan 22 or Feb 12 or Feb 26 or Mar 5 or Mar 19

******ADULT, INFANT/CHILD CPR:** 1-4 PM. Fee: \$30

Choose 1 date: Jan 22 or Feb 12 or Feb 26 or Mar 5 or Mar 19

******COMBINATION of FIRST AID & CPR:** 9-4 PM, Fee: \$45

BASIC DOG OBEDIENCE *

Course for beginning dog, six months or older. Teaches foundation commands for a well-behaved companion. Require proof of current rabies & distemper/ parvo vaccines at first class. Instructor: Christina McGiboney. Lewistown Junior High School gym. 5 wks, 7-8 PM, Weds, Feb 2-Mar 2. Fee: \$35. No discounts.

MAKING CAREER CHOICES

Wish you knew what kind of a career is right for you? Considering college as a move toward a career goal? This free workshop will help participants explore their personality type & how to choose careers based on the findings of the Myer-Briggs Personality Type Inventory. Will assist individuals to understand life choices, preferences & decision-making while exploring career choices. Instructor: Mike Ley, Central MT Education Center, rm 2, Wed, 6-8 PM, Feb 9 only. No Charge

COMPUTER SERIES

*****BEGINNING COMPUTERS ***

Hands-on course for beginners & intermediate users; includes basic terminology, using software, mouse & Microsoft Windows. Instructor: Todd Lark. FHS rm 106, Mons, 2 wks, 6-9 PM, Feb 7 & 14. Fee: \$25

*****NAVIGATING THE INTERNET & EMAIL ***

Learn the basics of using email & browsing the internet. Look at internet browsers & their features, compare various email services, & discuss ways to protect you & your computer. Computer knowledge is recommended. Instructor: Todd Lark. FHS rm 106, Mons, 2 wks, 6-9 PM, Feb 21 & 28. Fee: \$25

*****DIGITAL PHOTOGRAPHY-THE BASICS ***

Learn how to make your digital photography experience efficient & fun. Learn best practices for downloading pictures, performing basic edits & preparing pictures for sharing via email & web. Will primarily work in Picasa (a free google application). Basic computer skills recommended. Instructor: Todd Lark. FHS rm 106, Tues, 2 wks, 6-9 PM, Feb 15 & 22. Fee: \$25

*****DIGITAL PHOTOGRAPHY-THE GOOD STUFF! ***

Take your photography a step further using advanced editing techniques utilizing Picasa & GIMP (an open source alternative to Adobe Photo Shop). We will learn to optimize work flow, utilize digital tools to make the right edit, & prepare photos for both print & digital media. Instructor: Todd Lark. FHS rm 106, Tue, Mon, Tues: Mar 1, 7 & 8, three sessions, 6-9 PM. Fee: \$30

BASIC WELDING *

Will cover oxy-acetylene, shielded metal-arc & gas shielded-arc (Mig.) (Tig.) welding. Hands-on for beginners & more advanced students. Instructor: Loren Drivdahl. FHS shop, 5 wks, Tues, 6-9:00 PM, Feb 1-Mar 1. Fee: \$75 (includes supplies). No discounts

RUSTIC FURNITURE MAKING USING HAND TOOLS *

Gain skill in use of traditional hand tools, learn basic joinery for function & design, then build a wooden bench or stool by cutting, shaping, planing, fitting, & assembling it with local or recycled wood. Two may work together on a project for a single price. Instructor: Harry Felton. Sat & Sun, 9-5 PM, Feb 12 & 13. Fee: \$75 (tools & materials supplied)

BEGINNING CROCHET *

Learn basics of crocheting & how to read patterns. Finish one or more projects by end of classes. Instructor: Gail Sheridan. Central MT Education Center. 4 wks, Weds, 6-8:00 PM, Feb 9-Mar 2. Fee: \$25 + supplies

CARD MAKING *

A handmade card is a gift in itself. You will learn card making & paper crafting in this class. The instructor will teach rubberstamping techniques & the use of a die cutting machine. Instructor: Denice Marshall. FHS rm 117. Thur, 6-9 pm, Feb 10. Fee: \$15 + supplies

BASIC BEADED JEWELRY *

This class will cover basic stringing materials, clasps & the use of simple tools & findings. Create necklaces, earrings & bracelets using your own favorite beads or using beads & supplies that you can purchase from the instructor. Tools provided. Instructor: Gayle Arntzen. FHS rm 213, 4 wks, Mons, 6-9 PM, Mar 7-28. Fee: \$30 + supplies

DRAWING WITH PEN, INK & COLORED PENCILS *

Build on the drawing basics by taking up the pen & explore shading techniques. Draw a variety of subjects: elements found in a landscape, animals, buildings & people. Colored pencils will be included to give the work added interest. Instructor: Clint Loomis. Junior High School art room. Tues, 7-9 PM, 6 wks, Feb 8-Mar 15. Fee: \$35 + supplies

SOUPS * Recipes & Taste-Testing!

Love to eat soup, but don't like the labor? Try these easy but hearty recipes: Chicken Alfredo Veggie, Corn Chowder, Microwave Potato Soup, Butternut Squash, & Taco Soup. Instructor: Janelle Fulbright. FHS rm 117, Mon, 6-8 PM, Feb 28 only. Fee: \$15

"TRIFLES" OR LAYERED DISHES * Recipes & Taste-

Testing! Do you pass up trifle recipes because you don't know how to prepare them? It's easy to make, impressive to serve & delicious to eat! Appetizers, salads, main entree's & desserts! Great Easter buffet ideas! Instructor: Janelle Fulbright. FHS rm 117, Mon, 6-8 PM, Mar 14 only. Fee: \$15

ICEBOX INTUITION * Recipes & Taste-Testing!

Stop opening up your refrigerator & staring blankly...creative inspiration is available. Given a refrigerator of fresh groceries & a few items from the cupboard, you can creatively throw together dinner...no recipes involved. As a class, help create delicious, colorful & enjoyable meals. Instructor: Denise Seilstad. FHS rm 117, Thur, 6-8 PM, Feb 24 only. Fee: \$15

ARTISAN BREADS IN 5 MINUTES A DAY * Recipes & Taste-Testing!

Fill your kitchen with the irresistible aromas of a French Bakery with just five minutes of prep time. Sample wonderful breads & prepare a batch of dough to take home. Instructor: Denise Seilstad. FHS rm 117, Thur, 6-8 PM, Feb 3 only. Fee: \$20 (includes bread bucket)

FOOD "SERVSAFE" TRAINING

Safe food handling training for people who work in temporary food service such as fair booths or school concession groups; or those employed in restaurants, day cares, etc. Must attend all 4 hours for certification. Instructors: D Seilstad & D Pomroy. FHS 117, Mon & Wed, 7-9 PM, Feb 7 & 9. Fee: \$15 (includes manual)

ADULT BASIC EDUCATION / GED PREPARATION

For adults over 16 years old who are not enrolled in a regular school setting. One-to-one instruction in reading, writing, language skills, math, basic job skills, driver license assistance, computer literacy, & GED exam preparation. Instructors: Bob Feist & Mike Rea. Central MT Education Center. Start anytime. No charge. Tues, Weds & Thurs, 9 AM-noon & 1-5 PM. Evenings by appointment.

ROOM LOCATION KEY:

FHS = Fergus High School

LJHS = Lewistown Junior High School

CMEC = Central MT Education Center, Airport Road

* Limited Enrollment

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

10

- 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:** 01/10/2011

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						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

11

- 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:** 01/10/2011

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the December 13, 2010, 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						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

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

Monday, December 13, 2010

TRANSPORTATION COMMITTEE MEETING

5:00 P.M. TO 6:00 P.M.

BOARD ROUNDTABLE DISCUSSION

6:00 P.M. TO 7:00 P.M.

REGULAR BOARD MEETING

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

1. ROLL CALL

TRUSTEES PRESENT:

Board Chair Becky Jackson, Stan Monger, Lisa Pierce, Jeremy Bristol,
Monte Weeden

TRUSTEES ABSENT:

Jennifer Granot, Mary Schelle

STAFF PRESENT:

Superintendent Jason Butcher, Mike Waterman, Business Manager/District
Clerk, Sandi Chamberlain, Andrea Payne

OTHERS PRESENT:

Student Representative Ella Goodwyn, Joe Zahler-KXLO/KLCM Radio, and
other interested parties.

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

BOARD OF TRUSTEES

3. REPORT—STUDENT REPRESENTATIVE

Ella Goodwyn, student representative to the Board, reported on upcoming
activities at Fergus High School.

4. REPORT—COMMITTEES OF THE BOARD

The Transportation Committee met at 5:00 p.m. today prior to the Board
Roundtable discussion. The committee discussed the bus barn relocation and
the purchase of a new activity cruiser. It was noted that the Airport Board
recently renewed the lease on the existing bus barn through December 2011.

5. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

No items were discussed.

SUPERINTENDENT'S REPORT

6. REPORT—ELECTION UPDATE

Mike Waterman, Business Manager/District Clerk, presented to the Board the 2011 School Election Calendar and advised them of the trustee seats that will be up for election in 2011.

7. REPORT—INVESTMENT

Interest earned and distributed for November 2010, was reported with \$5,479.42 in the elementary funds and \$3,434.97 in the high school funds for a total of \$8,914.39.

8. OTHER ITEMS

Jason Butcher, Superintendent, wanted to recognize and thank the Pamida Foundation for a donation of \$994.55 for the Lewistown Public Schools. This money was raised by the hard work of the local Pamida Discount Center employees through the Back-to-School fundraising promotion. Mr. Butcher passed out the evaluation forms that will be used for the Superintendent Evaluation after the Board meeting on January 10, 2011. The Board will continue the discussion on facilities at the January 10, 2011 meeting. The 2011-2012 School Calendar Committee has had their first meeting to discuss the calendar for the upcoming school year. The Board was also presented with a *Board Meeting Brochure* for their review and discussion. Other dates were listed for upcoming events in the district.

PUBLIC PARTICIPATION

9. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD

Andrea Payne discussed student dropouts. Ms. Payne believes that teachers are a positive influence and tend to keep students in school rather than causing them to drop out as was asserted at a presentation at the last Board meeting.

ACTION ITEMS

MINUTES

10. MINUTES OF THE NOVEMBER 22, 2010, REGULAR BOARD MEETING – approved unanimously (Pierce/Monger).

APPROVAL OF CLAIMS

11. CLAIMS – The claims referenced in the 2010-11 Bill Schedule and submitted through December 9, 2010, were approved unanimously (Weeden/Pierce). The new finance committee members will be Trustees Monger, Bristol, and Pierce.

CONSENT GROUP ITEMS – approved unanimously (Pierce/Bristol).

12. APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2010-2011 SCHOOL YEAR – Substitute Teacher/Aide List—Cassandra Byerly and Elizabeth Olson

INDIVIDUAL ITEMS

13. APPROVE PERSONNEL REPORT – see Exhibit A (Monger/Weeden).
14. APPROVE CALLING FOR BIDS FOR OVER-THE-ROAD PASSENGER COACH. At the recommendation of the Transportation Committee, this issue was tabled until the January 10, 2011 meeting.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m. The next regular meeting will be held on Monday, January 10, 2011, 7:00 p.m. at Fergus High School (Monger– unanimous).

REBECCA S. JACKSON
BOARD CHAIR

MIKE WATERMAN
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: December 13, 2010

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
KOLAR, Tiffany	Ski Club Advisor	Lewistown Junior High School	Approve appointment on schedule—(0.015)	December 13, 2010	See attached memo.
TAYLOR, Tara	Head Volleyball Coach	Lewistown Junior High School	Approve appointment on schedule—(0.065)	December 13, 2010	See attached memo.
PETERSEN, Patti	1 st Assistant Volleyball Coach	Lewistown Junior High School	Approve appointment on schedule—(0.057)	December 13, 2010	See attached memo.
JENNESS, Ashley	Assistant Volleyball Coach	Lewistown Junior High	Approve appointment on schedule—(0.050)	December 13, 2010	See attached memo.
FELLER, Vic	Volunteer Wrestling Coach	Fergus High School	Approve appointment on schedule on a volunteer basis	December 13, 2010	See attached memo.
TECHNOLOGY CURRICULUM TEAM		School District #1	Approve appointment at \$15.00 per hour for up to a maximum of 12 hours	November 8, 2010	See attached memo for a list of curriculum team names and the details of the request.
RETTNERER, Clyde	Custodian	Garfield Elementary School	Accept letter of resignation	December 31, 2010	See attached letter.
DOWNING-BUTCHER, Heidi	Food Server	Highland Park Elementary	Approve revision of contract to add new duties—FS Step 0 for up to 1.50 hours per day	December 13, 2010	See attached memo.
FOLDA, Regina	PM Kitchen Aide	Central Kitchen	Approve revision of contract to add new duties—KA Step 0 for up to 3.00 hours per day Monday-Thursday	December 13, 2010	See attached memo.
HANSEN, Karen	PM Kitchen Aide	Central Kitchen	Approve revision of contract to add new duties—KA Step 0 for up to 3.00 hours per day Fridays only	December 13, 2010	See attached memo.

Memorandum

To: Jason Butcher, Superintendent
CC: Mike Waterman, Business Manager; Sandi Chamberlain, Administrative Assistant
From: Scott A. Dubbs, Curriculum & Assessment
Date: November 30, 2010
Re: Technology Curriculum Team

Listed below is the Technology Curriculum Team who is requesting an opportunity to spend some time on this year's scheduled curriculum review in the evening, rather than only using substitute time during the school day. In many respects this is a positive move as garnering numerous substitutes can be very difficult or impossible and it encourages teachers to remain in the classroom.

It has been a couple of years since the District had a team make this request, but this type of reimbursement has been a past practice of the Lewistown Schools for curriculum team work during the school year of their review, or assessment work in the summer. The rate of pay for teachers is \$15.00 per hour and is only available when working with their team. Additionally, each team member is limited to a maximum of twelve hours for reimbursement. The expense for this reimbursement is offset by the real cost of guest teachers; and as mentioned above the real benefit is that it allows these teachers to remain in class. In order to qualify for the hourly payment, time spent must be outside of the regular school day, which is defined by past practice from 8:00 a.m. to 4:00 p.m.

Teachers on the Technology Curriculum Team are:

- Michelle Trafton
- Devney Welsh
- Pat Geidd
- Germaine Stivers
- Beth Kirsch
- Bruce Marsden
- Sandy Fox
- Lynn Lensing
- Barb Fradley
- Suzy Flentie
- Kim Miller
- Brad Breidenbach
- Jeff Friesen
- Diane Lewis

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

12

- 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:** 01/10/2011

SUMMARY:

Approve claims paid through January 6, 2011, as approved by the Finance Committee.

Members of the Finance Committee for January-March 2011 include: Becky Jackson, Jeremy Bristol, Stan Monger, and Lisa Pierce.

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						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

13

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

SUGGESTED ACTION: No Items to Approve

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

14

- 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: 01/10/2011

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						
Granot						
Jackson						
Monger						
Pierce						
Schelle						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: January 10, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
BUTCHER, Jason	Superintendent	School District #1	Approve Out-of-State Travel to attend the American Association of School Administrators National Convention in Denver, Colorado	February 16-19, 2011	See attached memo.
FLENTIE, Suzie	Science Teacher	Lewistown Junior High School	Approve Out-of-State Travel to attend an ArcGIS 10 Training in Las Vegas, Nevada	February 4-7, 2011	See attached letter.
MAXWELL, Shannon	Title I Aide	Garfield Elementary School	Approve appointment on schedule—AIDE II Step 0+30 for up to 1.00 hour per day	January 10, 2011	See attached memo.
MAXWELL, Shannon	Resource Aide	Garfield Elementary School	Approve revision of contract to reflect change in hours—change from to 2.00 hours per day to 3.00 hours per day	January 10, 2011	See attached memo.
MILLER, Mary	Playground Aide	Lewis & Clark Elementary School	Approve appointment on schedule—AIDE III Step 1+30 for up to 1.00 hour per day	January 10, 2011	See attached memo.
BENNETT III, Joel	Custodian	Fergus High School	Approve appointment on schedule—MAINT II Step 0 for up to 8 hours per day for 260 days per year	January 10, 2011	See attached hiring recommendation.
HODGES, Sheryl JENNESS, Ashley JENNESS, Justin KIRSCH, Beth KYNETT, Mary LEWIS, Matt MAJERUS, Teresa	Staff Members	School District #1	Approve Out-of-State Travel to attend a Multi-Hazard Emergency Planning for Schools Training in Emmitsburg, Maryland	April 3-8, 2011	See attached memo.

Memorandum

To: Board of Trustees, Lewistown Public Schools
From: Jason Butcher, Superintendent
Date: January 3, 2011
Re: Out-of-State Travel

Trustees,

Part of my duties as the Montana Association of School Superintendents (MASS) President Elect is to attend the American Association of School Administrators (AASA) National Convention. I am requesting permission to attend the 2011 AASA National Convention in Denver on February 16, 2011, through February 19, 2011. All expenses for this convention are paid by MASS.

Thank you.

School Board Members,

EdPARC (Education Public Access Resource Center) which is centered at the University of Wyoming is hosting one teacher from each state and the state coordinators to an ArcGIS 10 training to be conducted February 5- 6, 2011 in Las Vegas. The reason Las Vegas was chosen as the location is because it is the cheapest place for everyone to fly in from different states. We would fly on Friday and Monday and the training is on the weekend. This is a way to get the state coordinators and a teacher up to speed on the latest release of ArcMap which is the software that we use in this district and that we introduced teachers to in the summer institutes that we held the last two summers. EdPARC will pay all of my expenses, including sub pay on Friday, February 4 and Monday, February 7.

Thanks,

Suzie Flentie

Memorandum

To: Jason Butcher, Superintendent
From: Matt Lewis, Garfield Elementary Principal
Tim Majerus, Lewis & Clark Principal
Date: January 6, 2011
Re: Contract Revisions

Following is a recommendation for contract revisions for Shannon Maxwell and Mary Miller to reflect duties assigned:

Shannon Maxwell

Remove – Playground Aide	Up to 1.50 hours per day	at Lewis & Clark
Remove – Office Aide	Up to 1.00 hour per day	at Lewis & Clark
Add – Title I Aide	Up to 1.00 hour per day	at Garfield
Change – Resource Aide	Add 1.00 hour per day	at Garfield

Shannon will be working strictly at Garfield Elementary now so that she does not have to travel back and forth during the day.

Mary Miller

Add – Playground Aide	Up to 1.00 hour per day	at Lewis & Clark
-----------------------	-------------------------	------------------

Mary will be taking over some of the playground duties vacated by Shannon Maxwell. Mary is currently working at Lewis & Clark as a Food Server and Resource Aide.

Thank you.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

HIRING RECOMMENDATION

The selection committee has reviewed the candidate's application and related data. On the basis of their review they recommend:

Joel Bennett, III

For:

Job Title

Custodian

Classification

MAINT II

Step

0

Work location

Fergus High School

Date to begin work

January 10, 2011

Days per yr/Hrs per day

260 days per year / 8 hours per day

SELECTION COMMITTEE:

Jerry Feller

Ken Martin

Paul Stengel

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at their regular meeting on January 10, 2011.

Memorandum

To: Board of Trustees, Lewistown Public Schools
From: Jason Butcher, Superintendent
Date: January 5, 2011
Re: Out-of-State Travel Request

The following staff members are being recommended to the Board for permission to travel out-of-state to attend a *Multi-Hazard Emergency Planning for Schools* Training provided by FEMA at the Emergency Management Institute in Emmitsburg, Maryland, April 4-7, 2011:

Sheryl Hodges
Ashley Jenness
Justin Jenness
Beth Kirsch
Mary Kynett
Matt Lewis
Teresa Majerus

The Fergus County Disaster and Emergency Services received a grant that will cover the expenses for training, travel costs and lodging. The District will be responsible for meals for all staff listed above and substitute pay for Beth Kirsch and Mary Kynett.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

15

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

ITEM TITLE: APPROVE REQUEST TO APPLY FOR THE NATIONAL SCIENCE TEACHERS ASSOCIATION'S (NSTA) SHELL SCIENCE LAB CHALLENGE

Requested By: Board of Trustees **Prepared By:** Suzie Flentie/Steve Paulson **Date:** 01/10/2011

SUMMARY:

The Board of Trustees needs to approve the request from Suzie Flentie and Steve Paulson to apply for the National Science Teachers' Association (NSTA) Shell Science Lab Challenge for a \$20,000 lab makeover. Information regarding this challenge is attached for your review.

SUGGESTED ACTION: Approve Request to Apply for the National Science Teachers Association's Shell Science Lab Challenge

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

NOTES:

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

Dear Board Members,

Steve Paulson and I would like to apply for the National Science Teachers' Association (NSTA) Shell Science Lab Challenge for a \$20,000 lab makeover.

NSTA's Shell Science Lab Challenge, a competition for middle and high school teachers, will provide needed science laboratory equipment to schools across the country. Schools will compete for up to \$93,000 in prizes, including a grand prize school science lab makeover support package valued at \$20,000. The program is giving special attention to urban schools and underrepresented groups; however schools in rural areas and those with limited laboratory resources are also encouraged to apply.

Steve and I feel that our labs could really benefit from a \$20,000 makeover. The Lab Challenge will also award several smaller prizes that would be very beneficial. These smaller awards are mentioned briefly in the paragraph below and outlined more specifically in the full application I gave to Jason for your packets.

Educators who have found innovative ways to deliver quality lab experiences in schools with limited lab facilities are asked to illustrate and submit their strategies to the Challenge. Entries will be judged on the basis of several criteria, including uniqueness, creativity, and ability to be replicated. Eighteen winners, including the grand prize winner, will receive donated science lab equipment or gift certificates, a cash grant to purchase additional science lab tools and resources, a \$300 gift certificate to the NSTA Science Store, memberships to the NSTA and the NSTA Learning Center, and support to attend NSTA conferences. All entries will be put into an online library to create a repository of strategies and ideas that other teachers can access and use.

Steve and I would sincerely appreciate the Board's approval to submit an application for this Lab Challenge.

Thanks for your consideration of this matter,

Suzie Flentie

NSTA'S SHELL SCIENCE LAB CHALLENGE CO-SPONSORED BY SHELL AND NSTA

CHALLENGE SUMMARY

Shell and the National Science Teachers Association (NSTA) have partnered to recognize outstanding middle and high school programs for their exemplary approaches to science lab instruction utilizing limited school and laboratory resources. The Challenge will showcase the work of schools submitting innovative, replicable strategies to deliver quality lab experiences with limited equipment/resources, and award teachers/schools with additional tools, resources, and rich professional development opportunities needed to support high-quality science teaching and strengthen their existing capabilities.

AWARD

The award consists of the following:

- ★ 13 regional winner schools *not* advancing to the national finals will each receive a total prize package valued at \$3,000 (including a \$1,000 Shell cash grant for the school, \$1,000 in donated lab equipment, and \$1,000 in NSTA prizes).
- ★ 4 National Finalist schools will each receive a total prize package valued at \$8,500 which includes a \$3,000 Shell cash grant for the school, \$3,000 in donated lab equipment, \$1,000 in NSTA prizes, and (teacher) \$1,500 in a sponsored trip to the NSTA National Conference on Science Education.
- ★ Grand Prize Winning school will receive a total prize package valued at \$20,000 which includes an \$8,000 Shell cash grant for the school, \$8,000 in donated lab equipment, \$1,000 in NSTA prizes, and (teacher) \$3,000 in sponsored trips to the NSTA National Conference on Science Education.

The Finalists and Grand Prize Winner will be honored at the Awards Gala at NSTA's National Conference on Science Education.

ELIGIBILITY

Teachers of science in grades 6-12, in the United States and Canada. Teachers may submit an entry as an individual applicant or as a team. A school may submit an unlimited number of applications; however, a teacher can only be listed on one application per year.

CRITERIA FOR JUDGING

- ★ Demonstrated science inquiry innovation in the middle and high school classroom, with limited equipment and materials
- ★ Demonstrated impact and engagement with students and the school community
- ★ Support of middle and high school education science standards
- ★ Use of safety standards

AWARD SUBMISSION REQUIREMENTS

- ★ Completed and signed application
- ★ A letter of support from an education supervisor/principal who can describe the merit of the applicant's work; the letter should not exceed three pages.
- ★ Resume or vita—with overview of teaching experience, education, and previous awards/recognition (2 pages, maximum)
- ★ All correspondence should be size 12 point in Times New Roman font, and double spaced with each section labeled and all pages numbered (with the exception of the vita and letter of recommendation, which may be single spaced).

CHALLENGE QUESTIONS TO ANSWER:

I. Science Program

1. Describe your school's current science program's philosophy, goals, and objectives and how they fit with the school's mission statement. How many science courses do students take? What is the scope and sequence of the science program? If computer-assisted technology is available to you for use in the teaching of science in your classroom/school, please explain how you use it. (200 words or less.)
2. Describe the school's approach to incorporating State and/or National Science Education Standards in the study of science. (200 words or less.)
3. Please explain your philosophy of teaching; include your philosophy of teaching laboratory science. (100 words or less.)
4. How have you implemented laboratory instruction in your science teaching practices? How often do your students participate in laboratory instruction? (100 words or less.)
5. What impact have these activities had on student learning and achievement (e.g., test scores, future selection of science courses). (150 words or less.)

II. School Science Facility

6. Describe your school's current laboratory facilities and what types of equipment and/or resources are in the facilities. Do you consider your school's current laboratory facilities and resources to be limited? Explain why the school's laboratory facilities might be classified as "limited". Please include estimates of space dedicated to your current science laboratory facilities. (150 words or less.)

III. Science Instruction

7. How do you work toward student understanding and application of science concepts utilizing your school's current limited laboratory facilities? Explain how you are an effective science teacher, given your limited laboratory facilities/resources. (150 words or less.)
8. Describe how the limitations with your school's laboratory resources have impacted meeting your science program's goals and objectives described in question #1. Has it impeded student achievement and success in science? (100 words or less.)
9. Describe an innovative laboratory activity you have implemented using limited school laboratory resources. Illustrate how the activity relates to State and/or National Science Education Standards and your school's science curriculum. Include the following:
 - A) What is the target grade level for this activity?
 - B) Why did you select this activity?
 - C) What impact did this activity have on your science program's goals?
 - D) What impact did this activity have on student learning?
 - E) How can this activity be replicated in other schools with limited laboratory resources?
 - F) Please address how safety requirements are met when performing this activity.(500 words or less)
10. Please explain if the activity describe above is your own original idea, if it was developed in conjunction with other teachers or school/school district personnel, or if it was taken from another source. If the idea has been jointly developed, please indicate the name(s) and affiliation(s) of those who helped develop the idea. (You must ensure that the joint parties consent to have this idea submitted for consideration to the Challenge.) If the activity was taken from another source, please state the source, whether it has been previously published, and date of publication, and indicate whether you modified the activity from the original source. (50 words or less.)
11. How would winning equipment/resources make a difference in your science teaching and in the learning experience for your students? (100 words or less.)

NSTA'S SHELL SCIENCE LAB CHALLENGE CO-SPONSORED BY SHELL AND NSTA

Grade Level: Middle Level (6–8) If 6th grade, check here if housed in elementary setting High School (9–12)
I am/we are submitting this application as: Individual Group/Team

Primary Applicant _____ Position _____

Co-Applicant (s) _____ Position (s) _____

School Name _____

School Address _____

City _____ State _____ Zip _____

Telephone (____) _____ FAX (____) _____ E-mail _____

All questions require an answer

How many years have you been a classroom teacher teaching science? _____ Current Grade Level? _____

Percentage of students receiving free or reduced lunch _____

Title 1 School Yes No

School Type Public Private DoD Urban Rural Suburban

Signature _____ Date _____

Principal's Name _____ Phone Number _____

I certify that the primary applicant is a full-time classroom teacher at the above referenced school, and the program described herein has existed for one year or more and is ongoing. I fully support the submission of this application.

Principal's Signature _____ Date _____

Submit your application and supporting materials to:

NSTA's Shell Science Lab Challenge/NSTA at shellsciencelab@nsta.org

Upon receipt, applications become the property of NSTA. Applications will not be returned to applicants. Late applications will not be accepted. All material must be sent as one pdf file. Completed applications must be received by February 2, 2011.

Questions? Please visit our website at <http://shellsciencelab.nsta.org> or e-mail shellsciencelab@nsta.org.

NSTA/Shell Science Lab Challenge
National Science Teachers Association
1840 Wilson Boulevard
Arlington, VA 22201-3000

NSTA'S SHELL SCIENCE LAB CHALLENGE CO-SPONSORED BY SHELL AND NSTA

CHECKLIST

Occasionally, we receive entries that are incomplete or in which the applicant did not follow the specified guidelines. Entries that do not follow the stated rules for submission are disqualified, regardless of the merit or innovation of the entry. Make sure you and a colleague review the checklist below before sending in your application so you can ensure that your efforts will not be disqualified. Ensure that your application communicates the information you intend. Don't forget to check for correct spelling. All written components should be typed and double spaced, on standard 8-1/2" x 11" white paper, with 1" margins. The font is a standard 12-point size. If you have questions regarding your application, please e-mail shellsciencelab@nsta.org.

Complete the list, sign it, and attach it to your application. Each entry includes

- a completed application form signed by you and your principal;
- one-page vita or resume;
- one (1) letter of support;
- label each section and number each page; and
- answers to all application questions.

Each application must be based on a unique program and process. Submission of the same idea and materials to different NSTA programs will result in the disqualification of all applications.

If you are selected as a Shell Science Lab Challenge winner, NSTA must request and receive your school's EIN to issue a 1099 form. Your application will not be returned and becomes the property of NSTA. If you have received an award for this project from another provider, you must notify NSTA.

If your application is selected as a winner, NSTA reserves the right to reproduce information/photos/other content in promotional materials and on the NSTA website. By submitting materials that contain images of students and other individuals, you assume complete responsibility for obtaining appropriate release consent forms and permission to transfer these materials to NSTA.

Signed _____ Date _____

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

16

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

ITEM TITLE: APPROVE CALLING FOR BIDS FOR AN OVER-THE-ROAD PASSENGER COACH

Requested By: Board of Trustees
Prepared By: Transportation Committee
Date: 01/10/2011

SUMMARY:

The Board of Trustees needs to approve calling for bids to purchase an over-the-road passenger coach as recommended by the Transportation Committee.

SUGGESTED ACTION: Approve Advertising for Bids to Purchase an Over-the-Road Passenger Coach

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

CALL FOR OVER-THE-ROAD PASSENGER COACH BIDS

Notice is hereby given that the Board of Trustees of Lewistown School District Number One, Fergus County, Lewistown, Montana, will receive sealed bids at the office of the Business Manager/Clerk in the Lincoln Building, 215 7th Avenue South, up to the hour of 12:00 noon, Wednesday, February 9, 2011, for the provision of an over-the-road passenger coach for Lewistown School District Number One according to the specifications on file in the office of the Business Manager/Clerk. Bids will be opened for consideration at this time. Bids are to be made only on the bidding form which contains the required specifications, and which can be obtained upon request.

The Board of Trustees reserves the right to reject any or all bids or any portion thereof.

Mike Waterman, Business Manager/Clerk
Lewistown School District Number One
Fergus County

To Be Published: Lewistown News-Argus

January 26, 2011
February 2, 2011

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

01/10/2011

Agenda Item No.

17

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

ITEM TITLE: EXECUTIVE SESSION—SUPERINTENDENT'S EVALUATION

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 01/10/2011

SUMMARY:

The Board of Trustees will go into Executive Session to conduct the Superintendent's Evaluation.

SUGGESTED ACTION: Discussion

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

NOTES:

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

THE BOARD OF TRUSTEES OF LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

2010-2015 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, 2010-2015: *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. Response to Intervention (RTI) is embraced and consistently implemented by staff in every building in the district and is used to monitor and improve student achievement.
2. The District is consistent in each building in developing and implementing both curricula as well as intervention programs to insure student achievement and success.
3. The District has evaluated the high school graduation requirements and its processes for allowing deviation from the requirements for both college bound and vocation bound students.
4. The District is consistent at all levels in developing and implementing differentiated instruction techniques.

Goal Area 2: Facilities

Statement of Intended Outcome, 2010-2015: *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. Develop a comprehensive plan to address the District's building and facilities needs to insure our physical plant can effectively and efficiently address the needs of our students, staff and community for the next 20 years.
2. Secure community support and funding necessary to implement the comprehensive facilities plan.
3. Use gifting and fund-raising via the Central Montana Foundation to assure long-term funding for critical needs in our buildings and grounds.

Goal Area 3: Community / Parental Engagement

Statement of Intended Outcome, 2010-2015: *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. Develop, implement and maintain a consistent, district-wide effort to involve parents and interested community members in our schools.
2. Implement an accepted and used communication system so that information can be shared quickly and effectively with parents and interested community members and to allow easy and effective communication from parents and interested community members with the Board, administration and district staff.
3. Implement a program whereby those parents and community members interested and willing to advocate for public schools with the legislature and state agencies are empowered to do so.

Goal Area 4: Technology

Statement of Intended Outcome, 2010-2015: *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. Have implemented steps 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.
3. Provide staff development to ensure that technology standards are implemented in classrooms district wide.
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. Determine how the district should help educate parents about the ways their children use technology (in and out of school, for good and bad reasons).

Goal Area 5: Highly Qualified Staff

Statement of Intended Outcome, 2010-2015: *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. Implement a consistent, rigorous and fair assessment and evaluation process for staff that is understood and supported by administrators and staff.
2. Professional development is tailored to meet the needs of teachers, administrators, and staff. They are part of the planning and assessment of these opportunities.

Goal Area 6: Fiscal Management/Responsibility

Statement of Intended Outcome, 2010-2015: *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 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, 2011, a review of the Strategic Plan's 1-5 year goals and objectives and insure they still represent appropriate and realistic milestones on our way to our 20-year vision.

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

Becky Jackson, Board Chair
 Jeremy Bristol
 Jennifer Granot
 Stan Monger
 Lisa Pierce
 Mary Schelle
 Monte Weeden

**LEWISTOWN PUBLIC SCHOOLS
 2010-2011 SCHOOL CALENDAR**

A. Pupil Instruction

First Semester	91 Days	Second Semester	89 Days
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FIRST QUARTER	DAYS	THIRD QUARTER	DAYS
First Week	Aug 25 -- Aug 27 3	First Week	Jan 24 -- Jan 28 5
Second Week	Aug 30 -- Sept 3 5	Second Week	Jan 31 -- Feb 4 5
Third Week	Sept 7 -- Sept 10 4	Third Week	Feb 7 -- Feb 11 5
Fourth Week	Sept 13 -- Sept 17 5	Fourth Week	Feb 14 -- Feb 18 5
Fifth Week	Sept 20 -- Sept 24 5	Fifth Week	Feb 21 -- Feb 24 4
Sixth Week	Sept 27 -- Oct 1 5	Sixth Week	Feb 28 -- Mar 4 5
Seventh Week	Oct 4 -- Oct 8 5	Seventh Week	Mar 7 -- Mar 11 5
Eighth Week	Oct 11 -- Oct 15 5	Eighth Week	Mar 14 -- Mar 18 5
Ninth Week	Oct 18 -- Oct 20 3	Ninth Week	Mar 21 -- Mar 25 5
Tenth Week	Oct 25 -- Oct 29 5		44
	45		

SECOND QUARTER	DAYS	FOURTH QUARTER	DAYS
First Week	Nov 1 -- Nov 3 3	First Week	Mar 28 -- Apr 1 5
Second Week	Nov 8 -- Nov 12 5	Second Week	Apr 4 -- Apr 8 5
Third Week	Nov 15 -- Nov 19 5	Third Week	Apr 11 -- Apr 15 5
Fourth Week	Nov 22 -- Nov 23 2	Fourth Week	Apr 18 -- Apr 20 3
Fifth Week	Nov 29 -- Dec 3 5	Fifth Week	Apr 26 -- Apr 29 4
Sixth Week	Dec 6 -- Dec 10 5	Sixth Week	May 2 -- May 6 5
Seventh Week	Dec 13 -- Dec 17 5	Seventh Week	May 9 -- May 13 5
Eighth Week	Dec 20 -- Dec 21 2	Eighth Week	May 16 -- May 20 5
Ninth Week	Jan 3 -- Jan 7 5	Ninth Week	May 23 -- May 27 5
Tenth Week	Jan 10 -- Jan 14 5	Tenth Week	May 31 -- Jun 2 3
Eleventh Week	Jan 18 -- Jan 21 4		45
	46		

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

August 23	All Staff Orientation/PIR	1.0
August 24	PIR	1.0
October 21-22	Staff Development Days - Teachers Convention	2.0
November 3-4	Parent Teacher Conferences (Evening Only on 3rd, All Day on 4th)	1.5
January 17	PIR	1.0
April 7	Parent Teacher Conference Evening <u>ONLY</u> (Regular School Day for Students)	0.5
		7.0

Totals

2010-2011 Regular Board Meetings		
July	26	5:30 p.m.
Aug.	9	5:30 p.m.
Aug.**	24	7:00 p.m.
Sept.	13	7:00 p.m.
Sept.	27	7:00 p.m.
Oct.	11	7:00 p.m.
Oct.	25	7:00 p.m.
Nov.	8	7:00 p.m.
Nov.	22	7:00 p.m.
Dec.	13	7:00 p.m.
Jan.	10	7:00 p.m.
Jan.	24	7:00 p.m.
Feb.	14	7:00 p.m.
Feb.	28	7:00 p.m.
Mar.	14	7:00 p.m.
Mar.	28	7:00 p.m.
Apr.	11	7:00 p.m.
Apr.	25	7:00 p.m.
May	9	7:00 p.m.
May	23	7:00 p.m.
June	13	5:30 p.m.
June	27	5:30 p.m.

** TUESDAY

C. Holidays (Dates Inclusive)

September 6	Labor Day
October 21-22	Fall Vacation (Teachers -- Convention)
November 4	Parent Teacher Conferences (Vacation Day for Students)
November 5	Vacation Day
November 24-26	Thanksgiving Vacation
December 22-31	Christmas Vacation
January 17	PIR (Vacation Day for Students)
February 25	Vacation Day
April 21-25	Spring Break
May 30	Memorial Day