

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457**

Monday, April 25, 2011

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. Report—Committees of the Board
5. Discussion—General Fund Budgets
6. Discussion—Facilities
7. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

8. Report—Election Update
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 April 11, 2011, Regular Board Meeting

APPROVAL OF CLAIMS

12. Claims

CONSENT GROUP ITEMS

13. None

INDIVIDUAL ITEMS

14. Approve Personnel Report
15. Approve Extension of Moore Bus Route to the Entrance of Spring Creek Colony

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

04/25/2011

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:** 04/25/2011

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

04/25/2011

Agenda Item No.

4

- 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:** 04/25/2011

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

04/25/2011

Agenda Item No.

5

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

ITEM TITLE: DISCUSSION—GENERAL FUND BUDGETS

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 04/25/2011

SUMMARY:

The Board of Trustees will continue to monitor and discuss the General Fund Budgets for the 2011-2012 School Year as information is received.

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

FY12 General Fund Budget Projections

April 20, 2011

	<u>Lewistown Elementary</u>	<u>Fergus High School</u>	<u>Totals</u>
FY11 General Fund Budget	5,605,833.83	3,283,795.38	
FY12 Projected Expenditures	5,543,677.47	3,340,830.87	
<u>Current Law:</u>			
Highest Budget Without a Vote	5,394,725.58	3,146,030.17	
Highest Voted Amount	211,108.25	137,765.21	348,873.46
Highest Budget	5,605,833.83	3,283,795.38	
Voted Mills	17.49	10.58	28.07
Annual Tax Increase on \$100,000 Home	27.69	16.75	44.44
Projected Surplus/(Shortfall)			
Highest Budget Without a Vote	(148,951.89)	(194,800.70)	(343,752.59)
Highest Budget	62,156.36	(57,035.49)	5,120.87
<u>Inflation Adjustments Only:</u>			
Highest Budget Without a Vote	5,463,191.97	3,188,914.97	
Highest Voted Amount	142,641.86	94,880.41	237,522.27
Highest Budget	5,605,833.83	3,283,795.38	
Voted Mills	11.82	7.28	19.10
Annual Tax Increase on \$100,000 Home	18.71	11.52	30.23
Projected Surplus/(Shortfall)			
Highest Budget Without a Vote	(80,485.50)	(151,915.90)	(232,401.40)
Highest Budget	62,156.36	(57,035.49)	5,120.87

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/25/2011

Agenda Item No.

6

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

ITEM TITLE: DISCUSSION—FACILITIES

Requested By: Board of Trustees **Prepared By:** Board of Trustees **Date:** 04/25/2011

SUMMARY:

The Board of Trustees would like to continue the discussion on facilities. At this time projects in process are installing an elevator at the junior high school and replacing the roof on the Lincoln Building.

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

04/25/2011

Agenda Item No.

7

- 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:** 04/25/2011

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

04/25/2011

Agenda Item No.

8

- 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:** 04/25/2011

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:

Diana Hewitt
Joe Irish
Mark McLendon
Stan Monger
Jeannie Rickert
Jamie Sura
Barb Thomas

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.</p> <p>(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.</p> <p>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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Office of Public Instruction

Denise Juneau, State Superintendent

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/25/2011

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:** 04/25/2011

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.

- ❖ Board Meeting—Monday, May 23, 2011—**5:30 p.m.**—FHS ??
- ❖ Retirement Dinner—Tuesday, May 31, 2011
- ❖ Legislative Update
- ❖ Fourth Grade Music Program—Thursday, April 29, 2011—7:00 p.m.—FCPA
- ❖ BPA—National Leadership Conference—May 4-7, 2011—Washington D.C.
- ❖ State Solo & Ensemble Music Festival—May 6-7, 2011—Billings
- ❖ Home Athletic Games/Meets:
 - SB vs. Park High—Tuesday, April 26, 2011—V-3:00 p.m. and JV-5:00 p.m.
 - JH TR—Twilight Meet—Tuesday, April 26, 2011—3:30 p.m.—Lewistown
 - SB vs. Havre—Saturday, April 30, 2011—V-1:00 p.m. and JV-3:00 p.m.
 - TR—Golden Eagle Invitational—Saturday, April 30, 2011—10:00 a.m.—Lewistown

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

04/25/2011

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:** 04/25/2011

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

04/25/2011

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:** 04/25/2011

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the April 11, 2011, 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**

**Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457**

Monday, April 11, 2011

BOARD ROUNDTABLE DISCUSSION—ADMINISTRATORS

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, Jeremy Bristol, Mary Schelle, Stan Monger, Lisa Pierce, Jennifer Granot

TRUSTEES ABSENT:

Monte Weeden

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Mike Waterman, Sandi Chamberlain, Paul Stengel, Andrea Payne, Matt Lewis, and Michelle Trafton

OTHERS PRESENT:

Student Representative Sydney Stivers, Joe Zahler-KXLO/KLCM Radio, David Murray-Lewistown News-Argus, and other interested parties.

2. PLEDGE OF ALLEGIANCE

Sydney Stivers led the group in the Pledge of Allegiance.

BOARD OF TRUSTEES

3. RECOGNITION—FERGUS HIGH SCHOOL FFA

The FFA advisor and students were not in attendance, but the Board of Trustees recognized them for their successes at the State FFA Convention.

4. PRESENTATION—EMERGENCY PLANNING TEAM

The Fergus County Disaster and Emergency Services received a grant that allowed members from our school district 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. Matt Lewis presented information to the Board of Trustees regarding this training. Attendees included: Sheryl Hodges, Ashley Jenness, Justin Jenness, Beth Kirsch, Mary Kynett, Matt Lewis, and Teresa Majerus.

5. REPORT—STUDENT REPRESENTATIVE

Sydney Stivers, student representative to the Board, reported on upcoming activities at Fergus High School.

6. REPORT—COMMITTEES OF THE BOARD

There were no committee reports. The Lewistown Airport Board requested a meeting with the District Transportation Committee in the coming weeks to discuss the status of the bus barn's current location at the airport.

7. DISCUSSION—GENERAL FUND BUDGETS

Mike Waterman, Business Manager/Clerk discussed the 2011-2012 General Fund Budgets with the Board of Trustees. No new information was available at this time.

8. DISCUSSION—FACILITIES

The Board of Trustees continued the discussion on facilities. At this time projects in process are installing an elevator at the junior high school and replacing the roof on the Lincoln Building. The District is currently conducting a search for architectural services for the elevator project in accordance with 18-8-201, MCA.

9. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

No items were discussed.

SUPERINTENDENT'S REPORT

10. REPORT—ELECTION UPDATE

Mike Waterman, Business Manager/District Clerk, presented to the Board the 2011 School Election Calendar and advised them of deadlines regarding the school elections.

11. REPORT—INVESTMENT

Interest earned and distributed for March 2011, was reported with \$6,464.10 in the elementary funds and \$4,146.64 in the high school funds for a total of \$10,610.74.

12. OTHER ITEMS

Jason Butcher, Superintendent, reported to the Board of Trustees about a grant that the Parent/Teacher Support Group (PTSG) may pursue to be able to purchase Soundboards for the Junior High School. The Spring Parent/Teacher Conferences were held on Thursday, April 7, 2011, during the evening only with good parent turnout. Legislative updates were given by Jason and Mike. A candidate forum for those running for the Trustee positions on the Board will be held at the FHS Library on Monday, April 18, 2011, 7:00 p.m. Other dates were listed for upcoming events in the district.

PUBLIC PARTICIPATION

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

Andrea Payne invited the Board to the Garfield Science Fair. She also noted that the LEA was planning to call the community to advocate for the upcoming mill levy elections. Michelle Trafton reported on a recent trip to Canyon Ferry for the Spring Time in the Rockies conference.

ACTION ITEMS

MINUTES

14. MINUTES OF THE MARCH 28, 2011, REGULAR BOARD MEETING – approved unanimously (Bristol/Granot).

APPROVAL OF CLAIMS

15. CLAIMS – The claims referenced in the 2010-11 Bill Schedule and submitted through April 7, 2011, were approved unanimously (Schelle/Monger).

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

16. APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2010-2011 SCHOOL YEAR – Substitute Teacher/Aide List—Jodi Henderson and Dustin Foster.

INDIVIDUAL ITEMS

17. APPROVE PERSONNEL REPORT – see Exhibit A – approved unanimously (Bristol/Granot).

18. APPROVE CALL FOR BIDS FOR LINCOLN BUILDING ROOFING PROJECT – approved unanimously (Schelle/Bristol).

19. APPROVE DEFERMENT OF PAYMENT ON EVELYN ECCLES LOAN – approved unanimously (Monger/Granot).

ADJOURNMENT

The meeting was adjourned at 7:45 p.m. The next regular meeting will be held on Monday, April 25, 2011, 7:00 p.m. at the Lincoln Board Room (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: April 11, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
MARTIN, Justin	Head Custodian	Fergus High School	Approve appointment on schedule— MAINT IV Step 0 for 8 hours per day 260 days per year	April 11, 2011	See attached hiring recommendation.
FRIESEN, Jeff	Summer Computer Maintenance	School District #1	Approve appointment on schedule— MAINT 2 Step 4 for up to 20 hours per week for 11 weeks not to exceed 220 hours	April 11, 2011	See attached memo.
TINDALL, Shari	Summer Computer Maintenance	School District #1	Approve appointment on schedule— MAINT 2 Step 6 for up to 20 hours per week for 11 weeks not to exceed 220 hours	April 11, 2011	See attached memo.
MARTIN, Justin	First Assistant Tennis Coach	Fergus High School	Approve appointment on schedule— (0.105)	April 11, 2011	See attached memo.
HELMER, Sam	Assistant Tennis Coach	Fergus High School	Approve appointment on schedule— (0.085)	April 11, 2011	See attached memo.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/25/2011

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:** 04/25/2011

SUMMARY:

Approve claims paid through April 21, 2011, as approved by the Finance Committee.

Members of the Finance Committee for April-June 2011 include: Becky Jackson, Lisa Pierce, Mary Schelle, and Monte Weeden.

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

04/25/2011

Agenda Item No.

13

<u>Agenda Items</u>	<u>Additional Information</u>
<p>13. Approve Additions to Substitute List for the 2010-2011 School Year</p>	

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

04/25/2011

Agenda Item No.

13

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

ITEM TITLE: APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2010-2011 SCHOOL YEAR

Requested By: Board of Trustees **Prepared By:** Sandi Chamberlain **Date:** 04/25/2011

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2010-2011 School Year. The substitutes being added to the list are:

Substitute Teacher/Aide List:

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2010-2011 School Year

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

04/25/2011

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:** 04/25/2011

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: April 25, 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 AASA Leadership Conference in Houston, Texas	April 28-29, 2011	Jason is currently the President of the Montana Association of School Superintendents (MASS) and is the representative for Montana at the National Conferences. All expenses are covered by MASS.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/25/2011

Agenda Item No.

15

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

ITEM TITLE: APPROVE EXTENSION OF MOORE BUS ROUTE TO THE ENTRANCE OF SPRING CREEK COLONY

Requested By: Board of Trustees **Prepared By:** Mike Waterman **Date:** 04/25/2011

SUMMARY:

The Board of Trustees needs to approve the request from Moore Public Schools to extend their bus route to the entrance of Spring Creek Colony and to access the turn-around.

SUGGESTED ACTION: Approve Extension of Moore Bus Route to the Entrance of Spring Creek Colony

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						

FERGUS COUNTY BUS TRANSPORTATION AGREEMENT

OUT-OF-DISTRICT APPROVAL

OUT-OF-COUNTY APPROVAL

The Board of Trustees of Moore School District No. 44, Fergus County, and the Board of Trustees of Lewistown School District No. 1, Fergus County, agree and approve the out-of-district/county approved bus route extensions to pick up students to attend the Moore Schools for the 2011-2012 School Year.

This agreement is a blanket coverage for students who are transported by District 44 buses to attend Moore Schools.

Description of bus route: Bus leaves Moore School proceeding north on the Ross Fork Road for 12 miles, turns right for 2.3 miles, makes a left turn onto Spring Creek Colony road for 1.9 miles (Spring Creek Colony Elem. District/Lewistown High School District). Turns around at Spring Creek colony and goes back to Hanover Road, makes a right at the end of the blacktop, turns right and heads north on Danvers Road for 1.7 miles. Turns around at George Morse place, goes south to Hanover Road makes a left and goes 1 mile, makes a right onto Ross Fork Road for 6 miles, then turns left onto Tognetti Road. Proceeds 1 mile and turns right onto Wichman Road for a half mile, turns left onto King Colony Road, goes 2 miles to King Colony (King Colony District). Turns around at King Colony goes 2 miles to Wichman Road, goes south 4 miles on Wichman Road to Highway 87 and returning to the Moore School.

Individual Transportation Contracts will be approved on another Attendance and Transportation Agreement.

Steven D. Hertel

Board Chairman
Moore School District #44

Board Chairman
Lewistown School District #1

Date: 04/13/2010

Date: _____

Approved by Fergus County Transportation Committee:

Yes _____ No _____ Date: _____

County Transportation Committee Chairman

*Proposed new bus routes must follow current laws, approval between school districts and approved by the Fergus County Transportation Committee.

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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