

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**  
215 Seventh Avenue South  
Lewistown, Montana 59457

**MONDAY, September 26, 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—Facilities
6. Calendar Items, Concerns, Correspondence, Etc.

**SUPERINTENDENT'S REPORT**

7. Other Items

**PUBLIC PARTICIPATION**

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

**ACTION ITEMS**

**MINUTES**

9. Minutes of the September 12, 2011, Regular Board Meeting

**APPROVAL OF CLAIMS**

10. Claims

**CONSENT GROUP ITEMS**

11. Approve Additions to Substitute List for the 2011-2012 School Year
12. Approve Out-of-District Student Attendance Agreement Request for Placement in the Lewistown Public Schools

**INDIVIDUAL ITEMS**

13. Approve Personnel Report
14. Approve Agreement between Lewistown Public Schools and the City of Lewistown

**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**

09/26/2011

**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:** 09/26/2011

**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						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**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:** 09/26/2011

**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						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

5

- 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:** 09/26/2011

**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. Work is currently being done on the practice football field at Fergus High School due to flood damage. A temporary storage shed may need to be rented to store items from the junior high school during construction of the elevator.

**SUGGESTED ACTION:** Informational

Additional Information Attached    Estimated cost/fund source \_\_\_\_\_

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**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:** 09/26/2011

**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						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

7

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

**ITEM TITLE:** OTHER ITEMS

**Requested By:** Superintendent    **Prepared By:** Superintendent    **Date:** 09/26/2011

**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.

- ❖ MT School Law In-Service—Jeff Weldon—Tuesday, October 4, 2011—4:00-9:00 p.m.
- ❖ Construction Academy
- ❖ MCEL—October 19-21, 2011—Great Falls—Need to know by September 30, 2011
- ❖ Board Tours—Tuesday, November 1, 2011
- ❖ Roundtable Schedule
- ❖ Adult Education Registration—Monday, September 26, 2011—12:00 p.m.—CMEC
- ❖ Picture Day Schedule:
  - Monday, September 26                      Junior High
  - Tuesday, September 27                      Lewis & Clark
  - Wednesday, September 28                      Highland Park
  - Thursday, September 29                      Garfield
- ❖ GO—State Class A Tournament—September 30-October 1, 2011—Hamilton
- ❖ Homecoming Week—October 1-8, 2011
  - Friday, October 7, 2011—K-12 Pep Assembly/10:45 a.m.—Parade/2:00 p.m.
- ❖ Home Athletic Games/Meets:
  - VB vs. CMR—Thursday, September 29, 2011—4:00 / 5:30 p.m.
  - FB – FR/SO vs. Havre—Saturday, October 1, 2011—1:00 p.m.
  - VB vs. Park High—Saturday, October 1, 2011—2:00 p.m.—Homecoming
  - FB vs. Browning—Friday, October 7, 2011—7:00 p.m.—Homecoming
  - VB vs. Huntley Project—Monday, October 10, 2011—4:15 p.m.

**SUGGESTED ACTION:** Informational

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

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

Montana School Law  
In-Service Training  
for Trustees, Administrators & Clerks



*Hot Topics That Will Help Avoid Headaches,  
2011 School Law Legislative Update, Case Law Update,  
Orientation and Materials for New & Returning Trustees*



Presented by

**Jeff Weldon, Attorney at Law**

Felt, Martin, Frazier & Weldon, P.C.

Partnering with Montana's Public Schools for over 30 Years



Lewistown, Tuesday, October 4, 2011

Lincoln Board Room, 215 7<sup>th</sup> Ave South, Lewistown

4 to 6 PM – New Trustees & Review of 1000 Series Policies

(Everyone is welcome to this part, too)

6 to 9 PM – Trustees, Superintendents, Clerks, & Administrators

## A Montana School Law Orientation for Trustees, Administrators & Clerks

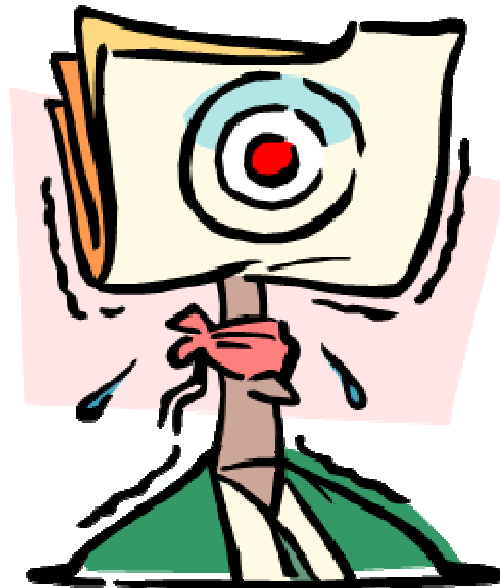


*This next school year* could be the smoothest in your district's history.

Or, in one moment, any number of things could happen to cause controversy, devour district resources, and consume hours of board and administrative time.

No one can predict whether it will be a quiet year or one of those “why-on-earth-did-I-run-for-trustee” years. If the latter occurs, you will be glad you attended this seminar.

***Larry Martin, Marilee Duncan and Jeff Weldon*** of Felt, Martin, Frazier & Weldon, P.C. bring over 30 years of public school law experience and countless horror stories about those less-than-quiet school years. This seminar will help new and returning trustees and administrators be better prepared for the upcoming school year.



## SCHOOL BOARD TOURS

TUESDAY, NOVEMBER 1, 2011

<b>7:45 – 8:05</b>		<b>FHS - Meet with Jerry Feller</b>
<b>8:10 – 9:03</b>		<b>Classroom Visitations</b>
<b>9:03 – 9:10</b>		<b>Travel to Highland Park</b>
<b>9:10 – 9:20</b>		<b>Highland Park - Meet with Matt Lewis</b>
<b>9:20 – 10:20</b>		<b>Classroom Visitations</b>
<b>10:20 – 10:30</b>		<b>Travel to Garfield</b>
<b>10:30 – 10:40</b>		<b>Garfield - Meet with Matt Lewis</b>
<b>10:40 – 11:35</b>		<b>Classroom Visitations</b>
<b>11:40 – 12:00</b>		<b>Lunch with Students</b>
<b>12:00 – 12:10</b>		<b>Travel to Lewis &amp; Clark</b>
<b>12:10 – 12:20</b>		<b>Lewis &amp; Clark – Meet with Michelle Trafton</b>
<b>12:20 – 1:20</b>		<b>Classroom Visitations</b>
<b>1:20 – 1:30</b>		<b>Travel to Junior High</b>
<b>1:30 – 1:40</b>		<b>Junior High - Meet with Tim Majerus</b>
<b>1:40 – 2:40</b>		<b>Classroom Visitations</b>

**BOARD OF TRUSTEES ROUNDTABLE SCHEDULE**

**2011-2012**

**Revised August 25, 2011**

<b>Date</b>	<b>Group</b>	<b>Time</b>	<b>Meeting Site</b>
November 14, 2011	Highland Park Elementary	6:00-7:00 p.m.	Highland Park Elementary School
November 28, 2011	Lewis and Clark Elementary	6:00-7:00 p.m.	Lewis & Clark Elementary School
December 12, 2011	Garfield Elementary	6:00-7:00 p.m.	Garfield Elementary School
January 9, 2012	FHS Staff	6:00-7:00 p.m.	Fergus High School
January 23, 2012	Junior High School	6:00-7:00 p.m.	Junior High School
February 13, 2012	Classified Staff	6:00-7:00 p.m.	Lincoln Board Room
February 27, 2012	LEA	6:00-7:00 p.m.	Lincoln Board Room
March 12, 2012	FHS Students	6:00-7:00 p.m.	Fergus High School
March 26, 2012	Admin Council	6:00-7:00 p.m.	Lincoln Board Room

### **PULITZER PRIZE-WINNING PHOTOGRAPHY EXHIBIT AT THE YELLOWSTONE ART MUSEUM \***

There are photos that amuse & some that tell stories of tragedy. Then there are those iconic images that changed the world. Board our bus to Billings to view the stunning Pulitzer Prize winning photos. Photos from 1942 to the present are included in the exhibit, along with the photographer's story. Thursday, Oct 13 only. Board the bus at Fergus High School at 8:30 AM & return at 5 PM. Tour guide: Sharon McNees. Fee: \$45 (includes admission fee.) No discounts.

### **CMR WILDLIFE REFUGE ELK VIEWING TOUR \* SIGN UP NOW!**

Board our bus to the Slippery Ann elk viewing area & experience spine-tingling bugles & bulls defending their harems. Guided by various CMR Wildlife Refuge employees. Wednesday, Oct 5 only. Board the bus at Fergus High School at 4 PM & return at 9 PM. Fee: \$10.00. No discounts.

### **BUS TRIPS--ALBERTA BAIR THEATER \* SIGN UP NOW!**

**"MENOPAUSE THE MUSICAL"** Four women at a lingerie sale with nothing in common but a black lace bra AND memory loss, hot flashes, night sweats etc. This hilarious musical parody set to classic tunes from the 60's, 70's & 80's will have you cheering & dancing in the aisles! See what millions of women worldwide have been laughing about for 10 years! Travel to Billings by bus & attend this award winning production. Prime seats on main floor; dinner on your own at arranged stop. Board the bus at Fergus High School at 2:30 PM, show time at 7:30 PM. Fri, Nov 4 only. Fee: \$65. Fee includes bus & ticket. No discounts. **Must register and pay by Oct 4. (Other bus trips this year include ELVIS LIVES, Feb 17; DAMN YANKEES, Mar 3; MAMMA MIA, Apr 17.)**

### **MATH MATTERS: Do you have a student in 7<sup>th</sup> or 8<sup>th</sup> grade?**

New techniques! This class, for adults only, will provide ways you can help your student be successful in math this year & beyond. Ideas, activities & strategies to help them with their homework. Instructors: Jim & Mary Jo Hamling. LJHS Home Ec rm, Tues, 2 wks, 6:30-8:30 PM, Oct 11 & 25. Fee: \$10. No discounts.

### **COLLEGE PREP FOR PARENTS & STUDENTS**

Workshop for parents & college-bound students will cover choices, checklists, testing, the application process, entrance requirements, financial aid, scholarship searches & more. Underclassmen & seniors encouraged to attend. Instructor: Debra Slagel. FHS library, Tue, 7-9:00 PM, Nov 8 only. Fee: \$20 per family. No discounts.

### **RESHAPING YOUR BODY THROUGH EXERCISE \***

This class is designed to help the individual with toning/conditioning as well as improving bone density. The class focuses on the body as a whole, but working each individual muscle group, using pilates, yoga & free weights. Instructor: Lisa Campbell. Parrish Hall, St James Episcopal Church, 6 wks, Tues & Thurs, 5:30-6:30 PM, Oct 11-Nov 17. Fee: \$45. No discounts.

### **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 on Saturdays. No discounts.

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

Choose one date: Sept 24, Oct 8, Nov 5. Nov 19, Dec 3

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

Choose one date: Sept 24, Oct 8, Nov 5. Nov 19, Dec 3

**FIRST AID & CPR Combination:** 9 AM-4 PM, Fee: \$45

**HEALTH CARE PROVIDERS:** Oct 22 or Dec 17, 9-4 pm. Fee: \$45

### **ESTATE PLANNING**

For people at any stage in life, who wish to explore options & plan for their future. Includes regular & living wills, trusts, power of attorney, probate & more. Instructor: Craig Buehler. FHS rm 222 2 wks, 6:30-8:30 PM, Tues, Nov 8 & 15. Fee: \$15. No discounts.

### **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: Cheryl Bannes. LJHS gym. 5 wks, 7-8 PM, Weds, Oct 5-Nov 9 (skip Nov 2). Fee: \$35. No discounts.

### **WIRE-WRAPPED JEWELRY WORKSHOP \***

Create your own unique copper & brass necklace and bracelet. Great as gifts! You will be guided through the process using wire & a variety of beads. Instructor: Cheryl Bannes, artist/silversmith. FHS rm 216, Sat, 9 AM-3 PM, Nov 12 only. Fee: \$25 + supplies. No discounts.

### **PAINTING WITHOUT BRUSHES \***

Using non-traditional materials such as oil paint sticks, cattle markers, palette knives & fingers to create unique, impressionistic art! Instructor: Cheryl Bannes. FHS rm 216, 8:30 AM-4 PM, Sat, Oct 29 only. Fee: \$30 + supplies. No discounts.

### **HANDMADE CHRISTMAS CARDS \***

A handmade card is a gift in itself. You will learn rubber stamping techniques for holiday greetings. Instructor: Denice Marshall. FHS rm 222, Thur, 6-8 PM, Oct 27 only. Fee: \$10 + supplies

### **MICROSOFT EXCEL 2010 FOR BEGINNERS \***

Learn how to create, manage & edit MS Excel 2010 worksheets. Common uses for such worksheets are personal finances, budgeting, inventory tracking & comparing sets of data. Basic MS Excel 2010 skills anyone can master. Instructor: Russell Epperson. CMEC Computer rm, 5 wks, 6-8 PM, Tues, Oct 11-Nov 8. Fee: \$45

**NAVIGATING WINDOWS 7** Learn the tricks to smooth your Windows 7 experience. Learn to navigate folders, organize your files, utilize the task bar and desktop and how to keep your machine secure. Instructor: Todd Lark. FHS library lab, Tues, 2 wks, 6-9 pm, Nov 1 & 8. Fee: \$25

**NAVIGATING THE INTERNET** Learn the essentials in navigating the internet. Explore open source anti-virus options and how to keep your machine up to date to keep it safe on the web. Instructor: Todd Lark. FHS library lab, Mons, 2 wks, 6-9 pm, Nov 7 & 14. Fee: \$25

**BASIC DIGITAL PHOTOGRAPHY** Learn how to organize your photos, share your memories with friends and family via the web and email, and perform basic fixes to your digital photographs on your computer. Instructor: Todd Lark. FHS library lab, Tues, 2 wks, 6-9 pm, Nov 15 & 22. Fee: \$25

### **KNITTING FOR BEGINNERS \***

Learn basics of knitting & complete a project during course, plus learn skills to go to more advanced levels. Instructor: Gail Sheridan. FHS rm 222. 4 wks, Weds, 6-8:00 PM, Oct 12-Nov 2. Fee: \$25 + supplies

### **FAIR ISLE KNITTING \***

A traditional knitting technique used to create patterns with multiple colors. For knitters with experience. Instructor: Gail Sheridan. FHS rm 222, Weds, 6-8:00 PM, Nov 9-16. Fee: \$20 + supplies

### **QUILTING \***

For the beginning quilter or someone who wants to continue with basic quilting skills, this class will offer a simple strip pieced table runner. Easy pattern for the experienced quilter but simple enough for beginners. Instructor: Karen Durbin. FHS rm 117, 4 wks, Mons, 5:30-8:30 PM, Oct 10, 17, 24 & Nov 14. Fee: \$40 + supplies

### **DINING GLUTEN FREE \* Recipes & Taste-Testing!**

Whether it may be you or someone you cook for who cannot tolerate gluten, cooking & baking gluten free can be difficult. This class will give you ideas, tried & true recipes & locations where you might find the ingredients. Instructor: Denise Seilstad. FHS rm 117, 6-8 PM, Thur, Oct 27 only. Fee: \$15

### **GOOD & EASY MEALS YOUR FAMILY WILL LOVE \* Recipes & Taste-Testing!**

This class is all about those fast yet yummy dishes for dinner such as homemade chicken & noodles, crockpot soups & other comfort foods. Instructor: Joan Gill. FHS rm 117, 6-8 PM, Wed, Nov 9 only. Fee: \$20

### **STUFFED BREADS \* Recipes & Taste-Testing!**

Learn how to make stuffed French toast for family breakfast, stuffed sausage breads that are wonderful with soups, stuffed bread sticks & appetizers. Instructor: Joan Gill. FHS rm 117, Wed, 6-8 PM, Oct 12 only. Fee: \$20

### **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: Mike Rea & Bob Feist. Central MT Education Center. Start anytime. No charge. Tues, Weds & Thurs, 9 AM-5 PM. Evenings by appointment.

CMEC = Central MT Education Center, Airport Road

FHS = Fergus High School

LJHS = Lewistown Junior High School

GAR = Garfield School

**\* Limited Enrollment**

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

8

- 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:** 09/26/2011

**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						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

9

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:** 09/26/2011

**SUMMARY:**

The following minutes are attached for your approval:

- Minutes of the September 12, 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						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						

**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM  
215 Seventh Avenue South  
Lewistown, Montana 59457**

**MONDAY, September 12, 2011**

**REGULAR BOARD MEETING**

**CALL TO ORDER (7:00 p.m.)**

1. ROLL CALL

TRUSTEES PRESENT:

Jeremy Bristol, Barb Thomas, Monte Weeden, Stan Monger, Lisa Pierce, Joe Irish, Mary Schelle

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Mike Waterman, Sandi Chamberlain, Andrea Payne, Suzie Flentie, Steve Klippenes, Tim Majerus, 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

The group recited the Pledge of Allegiance.

**BOARD OF TRUSTEES**

3. PRESENTATION—SUZIE FLENTIE, LEWISTOWN JUNIOR HIGH SCHOOL GIS CLUB

Suzie Flentie, Junior High School GIS Club Advisor, presented to the Board of Trustees information about their current projects. The JHS GIS Club are using GPS units, data collecting sensors, flip cameras, and GIS software including ArcGIS desktop and ArcGIS explorer. The students have been asked to collect trail data for the Montana Base Map Service Center, to work on a weed mapping project for the Friends of the Trails in cooperation with BLM, and to work on a habitat project with the Rocky Mountain Elk Foundation. They worked on these projects over the summer and will continue to do so throughout the school year.

4. REPORT—STUDENT REPRESENTATIVE

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

5. REPORT—COMMITTEES OF THE BOARD

The Insurance Committee will meet on Tuesday, September 13, 2011, to discuss Health Reimbursement Accounts.

6. 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. Work is currently being done on the practice football field at Fergus High School to correct the damage caused by the spring flooding.



7. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

No items were discussed.

**SUPERINTENDENT'S REPORT**

8. REPORT—INVESTMENT

Interest earned and distributed for August 2011, was reported with \$1,190.23 in the elementary funds and \$857.19 in the high school funds for a total of \$2,047.42.

9. OTHER ITEMS

Jason Butcher, Superintendent, reported to the Board of Trustees regarding the First Day of School Enrollment figures; recap of MTSBA's "Back to School" Legal Primer; updated Roundtable schedule; and a reminder of the MCEL dates and timelines. Tours of the schools for the Board have been scheduled for November 1, 2011. Mike Waterman, Business Manager/Clerk, updated the Board regarding the sale/disposal of surplus property that was advertised in the newspaper. The Board also reviewed dates for upcoming District events.

**PUBLIC PARTICIPATION**

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

There was no public input.

**ACTION ITEMS**

**MINUTES**

11. MINUTES OF THE AUGUST 23, 2011, REGULAR BOARD MEETING – approved unanimously (Irish/Thomas).

**APPROVAL OF CLAIMS**

12. CLAIMS – The claims referenced in the 2011-12 Bill Schedule and submitted through September 8, 2011, were approved unanimously (Irish/Bristol).

**CONSENT GROUP ITEMS** – approved unanimously (Thomas/Weeden).

13. APPROVE ADDITIONS TO SUBSTITUTE LIST FOR THE 2011-2012 SCHOOL YEAR – Substitute Teacher/Aide List—Steven Adams, Andrea Darrington, Lynn Loving, Julie Reesor, Sonya Rogers, Terry Selph, Rachelle Zackus; Substitute Bus Driver List—Courtney Cox; Substitute School Food List—Carol Crowder.

**INDIVIDUAL ITEMS**

14. APPROVE CHANGES TO THE TRANSPORTATION POLICY AND PROCEDURE HANDBOOK – approved unanimously (Thomas/Pierce).
15. APPROVE PERSONNEL REPORT – see Exhibit A – approved unanimously (Bristol/Pierce).
16. APPROVE AWARDING BID FOR THE OVER-THE-ROAD PASSENGER COACH TO MOTOR COACH INDUSTRIES (MCI) – approved unanimously (Weeden/Bristol).

**ADJOURNMENT**

The meeting was adjourned at 8:15 p.m. The next Board meeting will be held at 7:00 p.m. on Monday, September 26, 2011, at the Lincoln Board Room (Bristol – unanimous).

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**STAN MONGER**  
**BOARD CHAIR**

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**MIKE WATERMAN**  
**BUSINESS MANAGER/CLERK**

**“EXHIBIT A” -- PAGE 1 OF 2**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** September 12, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
<b>PORTER, Nolan</b>	Assistant Football Coach	Lewistown Junior High School	Approve appointment on schedule—(0.050)	September 12, 2011	See attached memo.
<b>VANEK, Trina</b>	Head Cheerleading Coach	Lewistown Junior High School	Approve appointment on schedule—(0.030)	September 12, 2011	See attached memo.
<b>SPRAGGINS, Katherine</b>	Photo Club Advisor	Lewistown Junior High School	Approve appointment on schedule—(0.015)	September 12, 2011	See attached memo.
<b>TEIGEN, Susan</b>	Ski Club Advisor	Lewistown Junior High School	Approve appointment on schedule—(0.015)	September 12, 2011	See attached memo.
<b>THACKERAY, Brett</b>	Volunteer Golf Coach	Fergus High School	Approve appointment on a volunteer basis	September 12, 2011	See attached memo.
<b>JENNESS, Ashley</b>	Volunteer Volleyball Coach	Fergus High School	Approve appointment on a volunteer basis	September 12, 2011	See attached memo.
<b>BLAKE, Megan</b>	Volunteer Cheerleading Coach	Fergus High School	Approve appointment on a volunteer basis	September 12, 2011	See attached memo.
<b>WOOLETT, Angela</b>	Concessions Ordering	Fergus High School	Approve appointment on schedule—\$500.00 for the 2011-2012 Season	September 12, 2011	See attached memo.
<b>WOOLETT, Angela</b>	Magazine Sales Coordinator	Fergus High School	Approve appointment on schedule—(0.020)	September 12, 2011	See attached memo.
<b>RECOMMENDATIONS FOR EXTRA-DUTY CONTRACTS</b>	Activity Bus Drivers	School District #1	Approve revision of contract to correct language to be consistent with handbook changes	August 8, 2011	See attached list.

**"EXHIBIT A" -- PAGE 2 OF 2**

**LEWISTOWN PUBLIC SCHOOLS**

**EXTRA DUTY CONTRACTS**

September 12, 2011

LAST	FIRST	EXTRA DUTY ASSIGNMENT	PAY RATE
Baszczuk	Rebecca	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Burns	Frank	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Cox	Courtney	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Distad	Gary	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Lantzer	Lee	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Lelek	Wayne	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Moore	Robert	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Murray	Ted	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Odermann	Rob	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Otto	Josh	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Pearson	Jim	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Sain, Jr.	Michael "Dean"	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Schaeffer	Kathleen	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Tresch	Daniel	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Tucek	Paul	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)
Wood	Fred	Activity Bus Driver	\$16.81/hr drive time; \$10.00 per hour wait time (2 hours per day minimum)

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

10

- 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:** 09/26/2011

**SUMMARY:**

Approve claims paid through September 20, 2011, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2011 include: Stan Monger, Jeremy Bristol, Joe Irish, and Barb Thomas.

\*\*Need to select new Finance Committee members for October-December 2011.

**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						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

11 - 12

<u>Agenda Items</u>	<u>Additional Information</u>
<p>11. Approve Additions to the Substitute List for the 2011-2012 School Year</p> <p>12. Approve Out-of-District Student Attendance Agreement Request for Placement in the Lewistown Public Schools</p>	

**SUGGESTED ACTION:** Approve All Items

**NOTES:**

	Motion	Second	Aye	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

11

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

**ITEM TITLE:** APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2011-2012 SCHOOL YEAR

**Requested By:** Board of Trustees    **Prepared By:** Sandi Chamberlain    **Date:** 09/26/2011

**SUMMARY:**

The Board of Trustees needs to approve the additions to the substitute list for the 2011-2012 School Year. The substitutes being added to the list are:

Substitute Teacher List:

Haeli Allen  
Kristen Finucane  
Charlotte Foran  
Christina Leib

Substitute School Food List:

Kristen Finucane

Substitute Bus Driver List:

Pieter Lombard

**SUGGESTED ACTION:** Approve Additions to the Substitute List for the 2011-2012 School Year

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

	Motion	Second	Aye	Nay	Abstain	Other
<b><i>Board Action</i></b>						
Bristol						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						



**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

13

- 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:** 09/26/2011

**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						
Irish						
Monger						
Pierce						
Schelle						
Thomas						
Weeden						



**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** September 26, 2011

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
<b>KAMP, Derree</b>	Assistant Speech and Drama Coach	Fergus High School	Approve appointment on schedule—(0.020)	September 26, 2011	See attached memo.
<b>LELEK, JoNette</b>	Food Server	Highland Park Elementary	Approve appointment on schedule—FOOD SERVER Step 0 for up to 3.00 hours per day for up to 159 days	September 26, 2011	See attached hiring recommendation.
<b>KLIPPENES, Steve</b>	Transportation Director	School District #1	Approve Out-of-State travel to pick up Over-the-Road Passenger Coach in California	September 26, 2011	See attached memo.
<b>ARMSTRONG, Chad</b>	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	September 26, 2011	Chad is teaching a section of Driver's Education during each semester this year at Fergus High School.
<b>MCCONNELL, Dave</b>	Driver Education Instructor	Fergus High School	Approve appointment at \$20.00 per hour as needed for behind-the-wheel driving instruction	September 26, 2011	Dave McConnell will only be assisting in the behind-the-wheel driving instruction.
<b>DARRINGTON, Andrea</b>	Library Aide	Highland Park Elementary and Garfield Elementary	Approve appointment on schedule—AIDE I Step 0+Para for up to 6.00 hours a day for up to 63 days and for up to 3.00 hours per day for up to 65 days	September 26, 2011	See attached hiring recommendation.



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

**TO: Jason Butcher, Superintendent of Schools**  
**FROM: Jim Daniels, Athletic Director / Jeff Elliott, Activities Director**  
**DATE: September 19, 2011**  
**RE: Extracurricular Contract(s)**

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**Please recommend to the Board of Trustees the following individual(s) for extracurricular activities for the 2011-2012 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.**

**Fergus High School:**

**Speech and Drama**

Derree Kamp	Assistant Coach	(0.075)	\$2,256.98
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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:

JoNette Lelek

For:

Job Title

Food Server

Classification

FOOD SERVER

Step

0

Work location

Highland Park Elementary

Date to begin work

September 26, 2011

Days per yr/Hrs per day

159 days per year / up to 3.00 hours per day

SELECTION COMMITTEE:

Cindy Giese  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at their regular meeting on September 26, 2011.



# Memorandum

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**To:** Jason Butcher, Superintendent  
Board of Trustees

**From:** Steve Klippenes, Transportation Supervisor

**Date:** September 19, 2011

**Re:** Out-of-State Travel

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This memo is a request for permission for Steve Klippenes, Transportation Supervisor, to fly to California to pick up the over-the-road passenger coach that was approved for purchase at the September 12, 2011, Board meeting. Steve will drive the bus back from California.

Exact dates and costs for travel will be known once warranty work is completed and the bus is scheduled with the paint shop.

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:

Andrea Darrington

For:

Job Title Elementary Library Aide

Classification AIDE I

Step 0 + Para

Work location Highland Park / Garfield Elementary

Date to begin work September 26, 2011

Days per yr/Hrs per day 63 days per year / up to 6 hours per day

Days per yr/Hrs per day 65 days per year / up to 3 hours per day

SELECTION COMMITTEE: Barb Fradley

Brenda Gruener

Matt Lewis

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

\_\_\_\_\_  
Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at a Regular Board meeting on September 26, 2011.

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/26/2011

**Agenda Item No.**

14

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

**ITEM TITLE:** APPROVE AGREEMENT BETWEEN LEWISTOWN PUBLIC SCHOOLS AND THE CITY OF LEWISTOWN

**Requested By:** Board of Trustees    **Prepared By:** Mike Waterman    **Date:** 09/26/2011

**SUMMARY:**

The Board of Trustees needs to approve the agreement between the Lewistown Public Schools and the City of Lewistown to define and describe the rights and obligations of the parties with respect to the operation of a recreational program for the 2011-2012 School Year. This agreement includes a 1.6% increase which is the cost of living for the City this year.

The term of the Agreement shall be for one year, commencing July 1, 2011, and ending on June 30, 2012.

**SUGGESTED ACTION:** Approve Agreement between Lewistown Public Schools and the City of Lewistown

**Additional Information Attached**    **Estimated cost/fund source** \_\_\_\_\_

**NOTES:**

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

**AGREEMENT BETWEEN THE CITY OF LEWISTOWN AND  
SCHOOL DISTRICT NUMBER ONE FOR USE OF  
RECREATION FACILITIES AND EQUIPMENT**

WHEREAS THIS AGREEMENT is made and entered into the date of the last signature hereto, by and between the CITY OF LEWISTOWN, hereinafter referred to as the CITY, and SCHOOL DISTRICT NO. ONE of Lewistown, Fergus County, Montana, hereinafter referred to as the SCHOOL, and is meant to define and describe the rights and obligations of the parties with respect to the operation of a recreational program for the **2011-2012** school year.

**FACILITIES**

The program may include, but shall not be limited to, the following kinds of recreational activities: basketball, volleyball, softball, soccer, floor hockey, superstars, badminton, snowshoeing, roller skating, cross country skiing and table tennis. Activities to take place at the Lewistown Civic Center or at any of the various outdoor city parks. The CITY hereby agrees that such facilities will be made available for use by the program participants and other school extracurricular activities, subject to scheduling parameters. In addition, activities may take place upon any property owned by the SCHOOL, provided, however, that such property or facilities are available for use and any such use is approved by the school.

**SUPERVISION/OPERATION**

Supervision and operation of the program shall include the following individuals and/or groups:

1. Activity Director. The Activity Director shall be an employee of the SCHOOL, and such person shall be responsible for overall program supervision.

2. Recreation Director. The Recreation Director shall be an employee of the CITY, and shall be responsible for supervision of the day-to-day operation of the program. The Recreation Director shall become involved in scheduling, budgeting and direct supervision of the Buildings and Grounds Supervisor.

3. Buildings & Grounds Supervisor. The Buildings & Grounds Supervisor shall be responsible for scheduling and supervision of SCHOOL maintenance equipment.

## **BUDGET**

The SCHOOL will be responsible for paying the sum of \$4,658.14 for the following items:

Rent	\$3,550.08
Recreation Director	\$ 451.83
Honorarium for Professional Assistance	\$ 268.95
Equipment	<u>\$ 387.28</u>
Total	\$4,658.14

The total amount shall be payable by the SCHOOL to the CITY upon execution of this Agreement. Thereupon, the CITY shall be responsible for administering payment of such funds in accordance with the items indicated above. The foregoing budget may be changed or modified by the parties in writing. In addition, the SCHOOL will provide maintenance equipment and operators as needed by the Recreational Director and approved by the Buildings and grounds Supervisor at a charge of \$26.00 per hour.

## **TERM**

The term of this Agreement shall be for one year, commencing on July 1, 2011 and ending on June 30, 2012.

## **RELEASE/INDEMNIFICATION**

Each party expressly agrees to release, hold harmless and indemnify the other party from any liability, claims, losses, or demands arising out of the acts or omissions of their own employees or agents, provided, however, that such released party or their employees or agents have not contributed to such claims, loss or demand.

Dated this 7<sup>th</sup> day of September, 2011.



**ATTEST:**

**CITY OF LEWISTOWN**

\_\_\_\_\_  
NIKKI BRUMMOND, City Clerk

\_\_\_\_\_  
KEVIN MYHRE, City Manager

**ATTEST:**

**SCHOOL DISTRICT NO. ONE**

\_\_\_\_\_  
MIKE WATERMAN, Board Clerk

\_\_\_\_\_  
STAN MONGER, Board Chair

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**

Stan Monger, Board Chair  
 Jeremy Bristol  
 Joe Irish  
 Lisa Pierce  
 Mary Schelle  
 Barbara Thomas  
 Monte Weeden

**LEWISTOWN PUBLIC SCHOOLS  
 2011-2012 SCHOOL CALENDAR**

**A. Pupil Instruction**

First Semester					90 Days	Second Semester					89 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug	24 --	Aug	26	3	First Week	Jan	23 --	Jan	27	5
Second Week	Aug	29 --	Sept	2	5	Second Week	Jan	30 --	Feb	3	5
Third Week	Sept	6 --	Sept	9	4	Third Week	Feb	6 --	Feb	10	5
Fourth Week	Sept	12 --	Sept	16	5	Fourth Week	Feb	13 --	Feb	17	5
Fifth Week	Sept	19 --	Sept	23	5	Fifth Week	Feb	20 --	Feb	23	4
Sixth Week	Sept	26 --	Sept	30	5	Sixth Week	Feb	28 --	Mar	2	4
Seventh Week	Oct	3 --	Oct	7	5	Seventh Week	Mar	5 --	Mar	9	5
Eighth Week	Oct	10 --	Oct	14	5	Eighth Week	Mar	12 --	Mar	16	5
Ninth Week	Oct	17 --	Oct	19	3	Ninth Week	Mar	19 --	Mar	23	5
Tenth Week	Oct	24 --	Oct	28	5						<b>43</b>
					<b>45</b>						

SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct	31 --	Nov	2	3	First Week	Mar	26 --	Mar	30	5
Second Week	Nov	7 --	Nov	11	5	Second Week	Apr	2 --	Apr	4	3
Third Week	Nov	14 --	Nov	18	5	Third Week	Apr	10 --	Apr	13	4
Fourth Week	Nov	21 --	Nov	22	2	Fourth Week	Apr	16 --	Apr	20	5
Fifth Week	Nov	28 --	Dec	2	5	Fifth Week	Apr	23 --	Apr	27	5
Sixth Week	Dec	5 --	Dec	9	5	Sixth Week	Apr	30 --	May	4	5
Seventh Week	Dec	12 --	Dec	16	5	Seventh Week	May	7 --	May	11	5
Eighth Week	Dec	19 --	Dec	20	2	Eighth Week	May	14 --	May	18	5
Ninth Week	Jan	3 --	Jan	6	4	Ninth Week	May	21 --	May	25	5
Tenth Week	Jan	9 --	Jan	13	5	Tenth Week	May	29 --	Jun	1	4
Eleventh Week	Jan	17 --	Jan	20	4						<b>46</b>
					<b>45</b>						

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

	Totals
August 22 All Staff Orientation/PIR	1.0
August 23 PIR	1.0
October 20-21 Staff Development Days - Teachers Convention	2.0
November 2-3 Parent Teacher Conferences (Evening Only on 2nd, All Day on 3rd)	1.5
January 16 PIR	1.0
February 27 PIR	1.0
April 7 Parent Teacher Conference	0.5
Evening <u>ONLY</u> (Regular School Day for Students)	
	<b>8.0</b>

2011-2012 Regular Board Meetings		
July	25	5:30 p.m.
Aug	8	5:30 p.m.
Aug**	23	7:00 p.m.
Sept	12	7:00 p.m.
Sept	26	7:00 p.m.
Oct	10	7:00 p.m.
Oct	24	7:00 p.m.
Nov	14	7:00 p.m.
Nov	28	7:00 p.m.
Dec	12	7:00 p.m.
Jan	9	7:00 p.m.
Jan	23	7:00 p.m.
Feb	13	7:00 p.m.
Feb	27	7:00 p.m.
Mar	12	7:00 p.m.
Mar	26	7:00 p.m.
Apr	9	7:00 p.m.
Apr	23	7:00 p.m.
May	14	7:00 p.m.
May**	29	5:30 p.m.
June	11	5:30 p.m.
June	25	5:30 p.m.

**C. Holidays (Dates Inclusive)**

September 5	Labor Day
October 20-21	Fall Vacation (Teachers -- Convention)
November 3	Parent Teacher Conferences (Vacation Day for Students)
November 4	Vacation Day
November 23-25	Thanksgiving Vacation
December 21 - January 2	Christmas Vacation
January 16	PIR (Vacation Day for Students)
February 24	Vacation Day
February 27	PIR (Vacation Day for Students)
April 5-9	Spring Break
May 28	Memorial Day

\*\* TUESDAY