

**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

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

**MONDAY, September 10, 2012**

**REGULAR BOARD MEETING**

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

1. Roll Call
2. Pledge of Allegiance

**BOARD OF TRUSTEES**

3. Presentation—P<sup>2</sup>F<sup>2</sup>, Positive People for Fergus
4. Introduction of New Student Representative to the Board
5. Report—Committees of the Board
6. Calendar Items, Concerns, Correspondence, Etc.

**SUPERINTENDENT'S REPORT**

7. Report—Investment
8. Other Items

**PUBLIC PARTICIPATION**

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

**ACTION ITEMS**

**MINUTES**

10. Minutes of the August 13, 2012, 2012, Regular Board Meeting

**APPROVAL OF CLAIMS**

11. Claims

**CONSENT GROUP ITEMS**

12. Approve Additions to the Substitute List for 2012-2013 School Year
13. Approve Out-of-District Student Attendance Agreement Request for Placement in the Lewistown Public Schools

**INDIVIDUAL ITEMS**

14. First Reading— Board Policy #5510 – Classified Sick Leave Bank
15. Approve Notice of Resolution of Intent to Sell/Dispose of Surplus Property
16. Approve Request to Apply for the Geographic Travels Geo-Literacy Outreach Awards
17. Approve Request to Apply for the Department of Natural Resources Conservation Education Mini-Grant
18. Approve Request to Apply for the PPL Environmental Education Grant
19. Approve Personnel Report

**ADJOURNMENT**

### **PUBLIC PARTICIPATION**

The Board of Education encourages participation at public school board meetings. Under normal circumstances it is desirable to allow everyone to address the Board. However, when there are many persons who wish to address the Board, the following rules shall apply to protect the public's right to be heard:

- Each speaker shall be allowed a presentation not to exceed three (3) minutes at the appropriate time on the Agenda.
- There will be a limit of one presentation per person.
- The Board requests that organizations and groups be represented by a single spokesperson. The spokesperson for each group shall be limited to a presentation of three (3) minutes. To save repetition and time, the Board also requests that persons not speak if a previous speaker has expressed a similar position on the same issue.
- The Board will accept comments from the public on each agenda item as it is discussed.

By a majority vote of the Board, these rules may be suspended for special reasons at any particular meeting. Further, the Board may reserve the right to adjust the length of time.

### **CONSENT GROUP ITEMS**

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

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

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

3

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

**ITEM TITLE:** PRESENTATION—P<sup>2</sup>F<sup>2</sup>, POSITIVE PEOPLE FOR FERGUS

**Requested By:** Board of Trustees    **Prepared By:** \_\_\_\_\_    **Date:** 09/10/2012

**SUMMARY:**

A volunteer group of community members have come together to form a group called P<sup>2</sup>F<sup>2</sup> which means Positive People for Fergus. This group was formed to provide a platform for a positive and supportive culture for Fergus students and the greater Lewistown community. Members of this group would like to present information to the Board of Trustees to let them know what they are about and some of their plans for the 2012-2013 School Year.

**SUGGESTED ACTION:** Informational

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

**NOTES:**

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

# Fergus Golden Eagles



- Who?** Everyone!
- What?** **P<sup>2</sup>F<sup>2</sup>** means *Positive People For Fergus*
- When?** **P<sup>2</sup>F<sup>2</sup>** meets the third Tuesday of each month at 7 pm at the Yogo Inn.
- Why?** To provide a platform for a positive and supportive culture for Fergus students and the community.
- What do we say?**
- We will:
- Honor the Activity & Leaders
  - Respect **ROOTS** (*Rules, Officials, Opponents, Teammates and Self*)
  - Model Positive Behavior
  - Inspire Excellence
  - Have Fun!
- Because?** “*It’s what we do here!*” (and it’s **AWESOME!**)
- What will we do?** Promote positivity by hosting Pep Rallies, having bonfires, participating in half-time events, decorating with blue and gold, encouraging student participants and much, much more!
- How?**
- Promotional Items Committee** will provide: Banners, Rally Towels, Lanyards, T-shirts, logo buttons, promotional balls and much more!
- School Spirit Committee** will organize Rallies and other fun events, decorate a downtown storefront to highlight our students, beautify FHS and more!
- Community Projects Committee** will organize projects for all student activity groups and teams to give back to the community.
- What can you do?** Get involved! Come to the next meeting, or call one of the officers for more information: Matt Plagenz, Jayme Durbin, Sherry Breidenbach, Laurie Ray or Lisa Wright.

Or check out our new web site: [www.itswewhatwedohere.org](http://www.itswewhatwedohere.org)

**LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

4

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

**ITEM TITLE:** INTRODUCTION OF NEW STUDENT REPRESENTATIVE TO THE BOARD

**Requested By:** Board of Trustees    **Prepared By:** Luke Brandon    **Date:** 09/10/2012

**SUMMARY:**

Luke Brandon, Fergus High School Student Council Advisor, would like to introduce to the Board of Trustees the student that will represent the Fergus High School students on the School Board for the next term.

**SUGGESTED ACTION:** Informational

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

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

5

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

**ITEM TITLE:** REPORT—COMMITTEES OF THE BOARD

**Requested By:** Board of Trustees    **Prepared By:** Committee    **Date:** 09/10/2012

**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
Balek						
Bristol						
Irish						
Monger						
Pierce						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**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:** 09/10/2012

**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
Balek						
Bristol						
Irish						
Monger						
Pierce						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

7

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

**ITEM TITLE:** REPORT—INVESTMENT

**Requested By:** Superintendent    **Prepared By:** Rebekah Rhoades    **Date:** 09/10/2012

**SUMMARY:**

Attached is the report on the interest earned and distributed for August 2012.

The first column of the report reflects the cash balance in various funds as of August 1, 2012.

**SUGGESTED ACTION:** Informational

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

**NOTES:**

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



Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2012-2013

Criteria: From Control#: 36 To: 37

Acct Mask: \_\_\_\_\_

Sort By Acct

Print Internal Accounts Only

Type: HS Interest		Posting Date: 8/31/2012		Amount Distributed: \$732.69			Control#: 36	
Posting Description: Interest Distribution				7/31/2012			Entry#: 71	
Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
201.00.000.0000.101.000	\$327,250.40	31	.1213666	\$88.92	\$327,250.40		\$0.00	Yes
210.00.000.0000.101.000	\$480,724.55	31	.1782852	\$130.63	\$480,724.55		\$0.00	Yes
211.00.000.0000.101.000	\$209,368.03	31	.0776478	\$56.89	\$209,368.03		\$0.00	Yes
213.00.000.0000.101.000	\$0.00	31	.0000000	\$0.00	\$0.00		\$0.00	Yes
214.00.000.0000.101.000	\$226,260.89	31	.0839128	\$61.48	\$226,260.89		\$0.00	Yes
217.00.000.0000.101.000	\$33,610.21	31	.0124649	\$9.13	\$33,610.21		\$0.00	Yes
218.00.000.0000.101.000	\$5,183.30	31	.0019223	\$1.41	\$5,183.30		\$0.00	Yes
220.00.000.0000.101.000	\$9,387.81	31	.0034816	\$2.55	\$9,387.81		\$0.00	Yes
221.00.000.0000.101.000	\$25,509.00	31	.0094605	\$6.93	\$25,509.00		\$0.00	Yes
224.00.000.0000.101.000	\$164,765.56	31	.0611062	\$44.77	\$164,765.56		\$0.00	Yes
228.00.000.0000.101.000	\$79,924.29	31	.0296413	\$21.72	\$79,924.29		\$0.00	Yes
229.00.000.0000.101.000	\$118,913.01	31	.0441010	\$32.31	\$118,913.01		\$0.00	Yes
260.00.000.0000.101.000	\$68,161.31	31	.0252788	\$18.52	\$68,161.31		\$0.00	Yes
261.00.000.0000.101.000	\$695,305.61	31	.2578663	\$188.95	\$695,305.61		\$0.00	Yes
281.00.000.0000.101.000	\$93,803.57	31	.0347887	\$25.49	\$93,803.57		\$0.00	Yes
282.00.000.0000.101.000	\$158,212.38	31	.0586758	\$42.99	\$158,212.38		\$0.00	Yes
Control# 36 Total:			.9999998	\$732.69	\$2,696,379.92		\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 7/31/2012

Type: Interest		Posting Date: 8/31/2012		Amount Distributed: \$1,110.80			Control#: 37	
Posting Description: Interest Distribution				7/31/2012			Entry#: 72	
Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
101.00.000.0000.101.000	\$475,316.19	31	.1295541	\$143.91	\$475,316.19		\$0.00	Yes
110.00.000.0000.101.000	\$822,206.02	31	.2241038	\$248.94	\$822,206.02		\$0.00	Yes
111.00.000.0000.101.000	\$818,790.22	31	.2231727	\$247.90	\$818,790.22		\$0.00	Yes
112.00.000.0000.101.000	\$111,126.35	31	.0302890	\$33.65	\$111,126.35		\$0.00	Yes

Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2012-2013

Criteria: From Control#: 36 To: 37

Acct Mask: \_\_\_\_\_

Sort By Acct

Print Internal Accounts Only

113.00.000.0000.101.000	\$1.68	31	.0000005	\$0.00	\$1.68	\$0.00	Yes
114.00.000.0000.101.000	\$469,052.72	31	.1278469	\$142.01	\$469,052.72	\$0.00	Yes
120.00.000.0000.101.000	\$9,537.79	31	.0025997	\$2.89	\$9,537.79	\$0.00	Yes
121.00.000.0000.101.000	\$52,078.40	31	.0141947	\$15.77	\$52,078.40	\$0.00	Yes
124.00.000.0000.101.000	\$86,483.75	31	.0235724	\$26.18	\$86,483.75	\$0.00	Yes
128.00.000.0000.101.000	\$41,939.39	31	.0114312	\$12.70	\$41,939.39	\$0.00	Yes
129.00.000.0000.101.000	\$107,019.07	31	.0291695	\$32.40	\$107,019.07	\$0.00	Yes
150.00.000.0000.101.000	\$140,817.22	31	.0383817	\$42.63	\$140,817.22	\$0.00	Yes
160.00.000.0000.101.000	\$9,263.76	31	.0025250	\$2.80	\$9,263.76	\$0.00	Yes
161.00.000.0000.101.000	\$525,230.95	31	.1431591	\$159.02	\$525,230.95	\$0.00	Yes
Control# 37 Total:	\$3,668,863.51		1.0000003	\$1,110.80	\$3,668,863.51	\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 7/31/2012

End of Report

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

**BOARD AGENDA ITEM**

**Meeting Date**

**Agenda Item No.**

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

**ITEM TITLE:** OTHER ITEMS

**Requested By:** Superintendent    **Prepared By:** Superintendent    **Date:** 09/10/2012

**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.

- ❖ Update on Football Practice Field
- ❖ First Day Enrollment
- ❖ Board Tours—Tuesday, November 6, 2012
- ❖ Roundtable Schedule
- ❖ MCEL—October 17-19, 2012—Billings—Need to know your plans by September 13, 2012
- ❖ MPSEOC College Fair—Wednesday, September 19, 2012—9:00 a.m.
- ❖ GO—Central A Divisional Meet—Saturday, September 22, 2012—Livingston
- ❖ FHS FFA—Ruby Valley Invitational—Tuesday, September 25, 2012—Sheridan, MT
- ❖ GO—State Class A Tournament—Friday, September 28, 2012—Anaconda (Old Works)
- ❖ Homecoming Week—September 24-29, 2012
- ❖ Picture Day Schedule:

Friday	September 14, 2012	Lewistown Junior High
Monday	September 17, 2012	Fergus High School
Monday	September 24, 2012	Lewis & Clark Elementary
Tuesday	September 25, 2012	Highland Park Elementary
Wednesday	September 26, 2012	Garfield Elementary
- ❖ Home Athletic Games/Meets:

FB – FR/SO vs. Roundup—Monday, September 10, 2012—4:30 p.m.
CC – Fergus Invitational—Friday, September 14, 2012—10:00 a.m.
VB vs. Hardin/Laurel/Havre—Saturday, September 15, 2012—TBA
VB vs. Havre—Thursday, September 20, 2012—4:00/4:00/5:30 p.m.
FB vs. Frenchtown—Friday, September 21, 2012—7:00 p.m.
FB vs. Havre—Friday, September 28, 2012—7:00 p.m.
VB vs. Park High—Saturday, September 29, 2012—2:00 p.m.
FB – JV vs. Malta—Monday, October 1, 2012—4:30 p.m.
VB vs. Browning—Friday, October 5, 2012—4:00 p.m.

**SUGGESTED ACTION:** Informational

---

**Additional Information Attached**

---

**LEWISTOWN PUBLIC SCHOOL**  
**215 7th Avenue South**  
**Lewistown, Montana 59457**

**FIRST DAY ENROLLMENTS**

**August 28, 2012**

	<u>YEAR</u>	<u>HP</u>	<u>GA</u>	<u>LC</u>	<u>JH</u>	<u>FH</u>	<u>TOTAL</u>	<u>DIFFERENCE</u>
	2012-2013	238	208	178	192	344	<b>1160</b>	-41
	2011-2012	218	228	200	185	370	<b>1201</b>	-10
	2010-2011	222	221	188	184	396	<b>1211</b>	-22
	2009-2010	223	240	184	166	420	<b>1233</b>	-66
	2008-2009	270	212	185	205	427	<b>1299</b>	-26
	2007-2008	284	205	180	222	434	<b>1325</b>	-22
	2006-2007	301	185	193	232	436	<b>1347</b>	-18
	2005-2006	278	179	215	234	459	<b>1365</b>	-5
	2004-2005	263	187	218	234	468	<b>1370</b>	-61
	2003-2004	275	204	234	251	467	<b>1431</b>	-3
	2002-2003	278	218	229	224	485	<b>1434</b>	-48
Gr. Level	2001-2002	291	223	243	223	502	<b>1482</b>	-63
	2000-2001	295	180	290	257	523	<b>1545</b>	-39
	1999-2000	309	186	286	268	535	<b>1584</b>	-7
	1998-1999	316	185	297	247	546	<b>1591</b>	-28
	1997-1998	327	194	283	272	543	<b>1619</b>	-23
	1996-1997	312	181	310	300	539	<b>1642</b>	-34
	1995-1996	337	<b>194</b>	333	291	521	<b>1676</b>	30
	1994-1995	329	<b>185</b>	343	299	490	<b>1646</b>	-60
	1993-1994	355	<b>203</b>	353	280	515	<b>1706</b>	34
	1992-1993	359	<b>225</b>	360	283	445	<b>1672</b>	66
	1991-1992	353	<b>215</b>	329	264	445	<b>1606</b>	65
	1990-1991	322	224	332	238	425	<b>1541</b>	-5
	1989-1990	325	217	330	225	449	<b>1546</b>	35
	1988-1989	301	216	343	198	453	<b>1511</b>	-48
	1987-1988	296	220	339	224	480	<b>1559</b>	-56
	1986-1987	326	203	334	240	512	<b>1615</b>	93
	1985-1986	313	201	290	246	472	<b>1522</b>	-36
	1984-1985	293	191	324	256	494	<b>1558</b>	42
	1983-1984	296	197	320	253	450	<b>1516</b>	-63
	1982-1983	286	204	341	251	497	<b>1579</b>	0

**NOTE:** Numbers italicized and bolded reflect years Head Start had some former pre-school population.

## SCHOOL BOARD TOURS

TUESDAY, NOVEMBER 6, 2012

<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**

**2012-2013**

<b>Date</b>	<b>Group</b>	<b>Time</b>	<b>Meeting Site</b>
December 10, 2012	Lewis and Clark Elementary	6:00-7:00 p.m.	Lewis & Clark Elementary School
February 11, 2013	Junior High School	6:00-7:00 p.m.	Junior High School
April 8, 2013	LEA Executive Board	6:00-7:00 p.m.	Lincoln Board Room

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

9

- 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:** 09/10/2012

**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
Balek						
Bristol						
Irish						
Monger						
Pierce						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

10

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

**ITEM TITLE:** MINUTES

**Requested By:** Board of Trustees   **Prepared By:** Rebekah Rhoades   **Date:** 09/10/2012

**SUMMARY:**

The following minutes are attached for your approval:

- Minutes of the August 13, 2012, 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
Balek						
Bristol						
Irish						
Monger						
Pierce						
Thomas						
Weeden						



**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

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

**MONDAY, August 13, 2012**

**REGULAR BOARD MEETING**

**CALL TO ORDER (5:30 p.m.)**

1. **ROLL CALL**

**TRUSTEES PRESENT:**

Board Chair Stan Monger, Joe Irish, Tom Balek (5:35 p.m.), Monte Weeden, Jeremy Bristol, Barb Thomas, Lisa Pierce

**STAFF PRESENT:**

Superintendent Jason Butcher, Business Manager/District Clerk Mike Waterman, Rebekah Rhoades, Sandi Chamberlain, Brandon O'Halloran, Michelle Trafton, Jim Daniels, Jerry Feller, Andrea Payne, Robin Moline, Julie Comes, Cindy Gremaux, Pat Weichel, Scott Dubbs

**OTHERS PRESENT:**

Joe Zahler-KXLO/KLCM Radio; Doreen Heintz -Lewistown News-Argus, Craig Kriskovich, Misty Kriskovich, Chris Rice, and other interested parties.

2. **PLEDGE OF ALLEGIANCE**

The group recited the Pledge of Allegiance.

**ACTION ITEMS**

**INDIVIDUAL ITEMS**

3. **CONSIDER REQUEST FROM PRIVATE FAMILY TO ESTABLISH A SOFTBALL COOP WITH HOBSON**

Craig and Misty Kriskovich asked the Board of Trustees to consider their request for the Lewistown Public Schools to establish a Softball Coop with Hobson Public Schools. This coop would allow their daughter the opportunity to try out for the Fergus High School Softball Team while still attending school in Hobson. The following people spoke in support of this request: Misty Kriskovich, Ed Kriskovich, Dale Longfellow, Kathy Longfellow, Kristy Hodik, and Jamie Hodik. Board Chair Stan Monger called for a motion three times. No motion was made. Therefore, the action item died due to lack of motion.

Trustee Jeremy Bristol left the meeting.

**BOARD OF TRUSTEES**

4. **DISCUSSION—SCOTT DUBBS, AYP DETERMINATIONS**

Scott Dubbs, Curriculum Director, presented information to the Board of Trustees regarding the Adequate Yearly Progress (AYP) determinations. Fergus H.S. did not make AYP for 2011-2012, but the other Lewistown schools did. Overall, students in Lewistown did better than they did in the previous year.

5. **REPORT—COMMITTEES OF THE BOARD**

The Transportation Committee met on Thursday, July 26, 2012, to discuss the schedule for purchasing buses over the next few years and any route changes or requests. Two new replacement route buses will be purchased.

Building and Grounds Committee met on Tuesday, July 31, 2012, to discuss the practice football field and fire escape at the Junior High. Monte Weeden offered his services to put an engineer on the project at the practice football field at no cost. Fish and Game will need to give approval. Complications with some of the specks with the design of the fire escapes resulted in the need to order different fire doors.

6. CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.  
No items were discussed.

#### **SUPERINTENDENT'S REPORT**

7. REPORT—INVESTMENT  
Interest earned and distributed for July 2012, was reported with \$3,282.69 in the elementary funds and \$2,023.56 in the high school funds for a total of \$5,306.25.
8. OTHER ITEMS  
Superintendent Jason Butcher presented information to the Board of Trustees regarding his goals for the upcoming school year; Roundtable Schedule; Back-to-School Schedule; MTSBA's Legal Primer; and the MCEL conference scheduled for October 17-19 in Billings.

#### **PUBLIC PARTICIPATION**

9. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD  
There was no public input.

#### **ACTION ITEMS MINUTES**

10. MINUTES OF THE JULY 9, 2012, REGULAR BOARD MEETING – approved unanimously (Weeden/Pierce).

#### **APPROVAL OF CLAIMS**

11. CLAIMS – the claims referenced in the 2012-13 Bill Schedule and submitted through August 9, 2012, were approved unanimously (Balek/Weeden). The Finance Committee for July-September 2012 are Trustees Monger, Bristol, Balek, and Thomas.

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

12. APPROVE SUBSTITUTE LIST FOR 2012-2013 SCHOOL YEAR – See Exhibit A

#### **INDIVIDUAL ITEMS**

13. APPROVE LEWISTOWN PUBLIC SCHOOLS 2011-2012 ANNUAL REPORT – approved unanimously (Irish/Thomas).
14. SECOND READING— BOARD POLICY #5333—HOLIDAYS – approved unanimously (Pierce/Weeden).
15. APPROVE CHANGES TO THE TRANSPORTATION HANDBOOK – approved unanimously (Weeden/Irish).
16. APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY – See Exhibit B – approved unanimously (Pierce/Balek).
17. APPROVE ELEMENTARY TRUSTEES' FINANCIAL SUMMARY FOR THE 2011-2012 FISCAL YEAR – approved unanimously (Weeden/Pierce).
18. APPROVE HIGH SCHOOL TRUSTEES' FINANCIAL SUMMARY FOR THE 2011-2012 FISCAL YEAR – approved unanimously (Thomas/Irish).
19. APPROVE ELEMENTARY BUDGET FOR THE 2012-2013 FISCAL YEAR – approved unanimously (Weeden/Thomas).

20. APPROVE HIGH SCHOOL BUDGET FOR THE 2012-2013 FISCAL YEAR – approved unanimously (Irish/Pierce).
21. APPROVE PERSONNEL REPORT – See Exhibit C – approved unanimously (Irish/Pierce).
22. APPROVE APPOINTMENT OF NEW DISTRICT CLERK – approved unanimously (Weeden/Irish).

#### **ADJOURNMENT**

The meeting was adjourned at 7:15 p.m. The next Board meeting will be held at 7:00 p.m. on Monday, September 10, 2012, at the Lincoln Board Room (Weeden).

**"EXHIBIT A"**

Lewistown Public Schools 2012-2013 SUBSTITUTE LIST			
<b><u>SUBSTITUTE TEACHER/AIDE:</u></b>		<b><u>SUBSTITUTE SCHOOL FOOD:</u></b>	<b><u>SUBSTITUTE BUS DRIVERS:</u></b>
<b><u>NAME</u></b>	<b><u>NAME</u></b>	<b><u>NAME</u></b>	<b><u>NAME</u></b>
ADAMS, Steven	KORTUM, Sarah	BUTLER, Marilyn	LEAP, Leslie (Bud)
BARBER, Nancy	KYNETT, Mary	BYE, Danielle	LOMBARD, Pieter
BEAUDRY, Darlene	LEININGER, Dana		MORING, Tom
BENTON, Stacey	LOMBARD, Carol		SAIN, Dean
BERGER, Angela	MEADER, Patricia		
BIRDWELL, Misti	MILLER, Whitney		
BORGREEN, LaVonne	MUSICK, Lindy		
BYE, Danielle	OSBURN-CAUFFMAN, Nancy		
BYRNE, Judy	PAGE, Richard		<b><u>SUBSTITUTE CUSTODIANS:</u></b>
CARLISLE, Kyle	SELPH, Terry		<b><u>NAME</u></b>
CARR, Tia	SHAMMEL, Elsie		HUGHES, Daniel
DIGGINS, Mindy	SMITH, Kendra		
FANYAK, Charles	SMITH, Margaret		
FOSTER, Susan	TRESCH, Debra		
GOLIK, Marjorie (Kay)	TUSS, Anika		
GREENBERG, Sarah	WARD, JoAnne		
GRUNA, Suzanne	WEIDNER, Austin		
HAMLING, Mary Jo	WENTWORTH, Judy		
HAYNES, Kimberly	WIER, Linda		
HENDERSON, Jodi	WILSON, Ryan		
HODGES, Sheryl	WOLFE, Kelly		
KINKELAAR, Danni	YERMAN, Mary Lou		

**"EXHIBIT B"**  
**PAGE 1 OF 4**

**SURPLUS PROPERTY LIST**

Building	Contact	Item	Quantity
GAR	M Lewis	Fax Machine	1
GAR	M Lewis	Proscreen 4000 Projector	1
GAR	M Lewis	Micromatic II Film Strip Projector	1
GAR	M Lewis	Laser Disc Player	1
GAR	M Lewis	Flatbed Scanner	1
GAR	M Lewis	Slide Projector	1
BUS BARN	P Stengel	1987 Ford Ranger	1
BUS BARN	P Stengel	1988 Ford Ranger	1
BUS BARN	P Stengel	1978 Chevy Pickup w/Snow Blade	1
BUS BARN	P Stengel	Green Topper from 1998 Ford Ranger	1
BUS BARN	P Stengel	Cub Cadet Tractor/Mower	1
LC	M Trafton	94" Tables	6
LC	M Trafton	80" Computer Table	1

**"EXHIBIT B  
PAGE 2 OF 4**

**Surplus Equipment List - Summer 2012**

- \*\*\* Many PC's are Pentium III or older, have No RAM, and some no Hard Drive or Powersuppl
- \*\*\* Printers are non functioning and need repai
- \*\*\* Projectors need repair or no longer function well with current computers
- \*\*\* Keyboards and Mice are PS2 or older and no longer function with current

Quantity	Description	Location
1	EXAMPLE: HP Deskjet 2200 Printer	FHS
3	EXAMPLE: PS2 Keyboards	FHS
8	5 Pin Keyboards	
2	ADC Monitor	
2	ADI Monitors	
13	AT Power Supplies	
2	Batteries in a unit	
4	Battery backup units	
1	Canon Super G3 Fax/Copier/Scanner	
1	Casio DL -220 Printing Calculator	
3	CD Drives	
35	CD Rom Drives	
5	Cisco 2500	
2	Cisco Catalyst 1900 Router	
1	Computer desk with 2 terminals	FHS
2	Cut 5 Patch Panels	
2	Data Transfer Switch Boxes	
1	Dell PI 66C	
1	Dell - G7L1-001	
21	Dell CRT Monitors	
1	Dell CTX Projector with Travel Case	
6	Dell Handheld devices	
3	Dell Inkjet Printers	
1	Dell Inspiron 5100	
1	Dell Latitude C840	
1	Dell Optiplex GX 260 Computers	
7	Dell Optiplex GX 270 Computers	
2	Dell Optiplex GX 280 Computers	
1	Dell Power Edge 1800 Computer - Server	
1	Dell Power Edge 4600 Computer - Server	
1	Dell PowerEdge 1600 SC - Server	
1	Dell Server	
1	Edmark TouchWindow	
1	Epson Stylus Photo 1280	
4	Floppy Disk Drives	
8	Folding tables	FHS
1	Gateway	
1	HP ColorLaser Jet CP3505n	

**"EXHIBIT B"**

**PAGE 3 OF 4**

**Surplus Equipment List - Summer 2012**

- \*\*\* Many PC's are Pentium III or older, have No RAM, and some no Hard Drive or Powersuppl
- \*\*\* Printers are non functioning and need repai
- \*\*\* Projectors need repair or no longer function well with current computers
- \*\*\* Keyboards and Mice are PS2 or older and no longer function with current

Quantity	Description	Location
1	HP COPIER/FAX/PRINTER COMBO	
1	HP DESKJET COPIER 895Cse	
1	HP DESKJET COPIER 895Cxi W/CABLE	
7	HP Deskjet Printers	
2	HP Laser Jet 4 Plus	
1	HP LaserJet III	
1	HP PRINTER SWITCH BOX	
1	HP Scan Jet XPA	
1	HP Scanjet 5100c Flatbed Scanner	
1	HP Scanjet 7400c	
1	IBM 7003ADV Computer	
1	IBM Computer	
1	IBM Dot Metric Printer	
3	Individual Speakers	
2	Lexmark Inkjet Z605	
1	Linksys 2 Port KVM	
1	Linksys Etherfast 10/100 PC Card	
1	Linksys Router	
5	Magnavox TV	
2	Metal adjustable Computer Carts	
3	Microsys	
4	Miscellaneous PS2 mice	
1	NEC Monitor	
Many	Network cards	
1	Network Inspector - Software	
1	Offiice Jet & Fax Machine	
1	Old Mouse	
1	Omniview Port 8-Port KVM	
1	Opa-Scope	
8	Optiquet 51 Computer Monitor	
1	Palm Keyboard Portable	
1	Palm LX	
1	Palm Pilot with accessories	
4	Parrallel Printer Switches	
1	PCI Interface Card - 1394 (FireWire)	
1	PCMCIA Ethernet Card UE 1200 Star Tech	
2	Pocket PC covers	
Many	Power Cords for Computers	

**"EXHIBIT B"**

**PAGE 4 OF 4**

**Surplus Equipment List - Summer 2012**

- \*\*\* Many PC's are Pentium III or older, have No RAM, and some no Hard Drive or Powersuppl
- \*\*\* Printers are non functioning and need repai
- \*\*\* Projectors need repair or no longer function well with current computers
- \*\*\* Keyboards and Mice are PS2 or older and no longer function with current

<b>Quantity</b>	<b>Description</b>	<b>Location</b>
1	PowerEdge 2200	
1	Protocol Inspector - Software	
1	ProView Monitor	
1	ProVista BM 17C Monitor	
27	PS2 Keyboard	
1	QUASAR TV, MODEL SP27171	
1	RCA TV W/REMOTE, MODEL F19420	
9	Samtron Monitor	
1	Sharp Television	
1	Sonicwall	
2	Sony Monitor	
7	Speaker Sets	
1	Stainless Steel Milk cooler	FHS
26	Student Chairs (multiple colors)	
11	Trapazoid tables (white top)	FHS
1	swintec typewriter	
1	Tandy Portable Word Processor WP-2	
1	TEAC - USB CD-RW	
1	ThinkPad R32	
1	Trinitron Monitor	
1	TV Wall Mount	
1	US Micro Computer	
1	Whitebox CPU	
1	Zenith Power Pack backup	
1	ZENITH TV, MODEL SM2568S	
1	ZENITH TV/VCR/FAX COMBO, MODEL TVR1920,	
1	Zenith VHS Player/Recorder	
	ZENITH VIDEO PLAY, MODEL VR4205HF,SERVICE	
1	NO, VR4205HF	
2	Zip 100 Drive	



**“EXHIBIT C”  
PAGE 1 OF 3**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** August 13, 2012

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
<b>DONALDSON, Brenda</b>	Paraprofessional	Highland Park Elementary	Accept letter of resignation	July 18, 2012	See attached letter.
<b>KYNETT, Mary</b>	Head Golf Coach	Fergus High School	Accept letter of resignation	August 6, 2012	See attached letter.
<b>BERG, Stephanie</b>	Food Server	Highland Park Elementary	Approve appointment on schedule— FS Step 0 for up to 1.5 hours per day for up to 181 days	August 23, 2012	See attached hiring recommendation.
<b>LUND, Chelsey</b>	Paraprofessional	Highland Park Elementary	Approve appointment on schedule— PARA Step 0+CERT for up to 7.0 hours per day for up to 180 days	August 23, 2012	See attached hiring recommendation.
<b>ORTMAN, Karl</b>	Instrumental Band Director	Fergus High School / Lewis & Clark Elementary	Approve appointment on schedule— MA 3 Step 4 (Actual Step 1)	August 23, 2012	See attached hiring recommendation.
<b>RHOADES, Rebekah</b>	Business Manager	School District #1	Approve appointment—\$63,000 for the 2012-2013 Fiscal Year	July 31, 2012	See attached hiring recommendation.
<b>SCHOENFELDER, Lanna</b>	School Secretary	Highland Park Elementary	Approve appointment on schedule— SEC Step 0 for up to 8.0 hours per day for up to 220 days	August 13, 2012	See attached hiring recommendation.
<b>RECOMMENDATIONS FOR ACTIVITIES AND ATHLETICS</b>	Extracurricular Assignments	Lewistown Junior High School	Approve appointment on schedule as recommended	August 13, 2012	See attached list.

**“EXHIBIT C”  
PAGE 2 OF 3**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** August 13, 2012

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
<b>FINUCANE, Kristen</b>	Food Server	Lewis & Clark Elementary	Approve revision of contract to reflect actual duties performed—increase hours from 3.00 to 3.25 hours per day	August 13, 2013	See attached memo.
<b>FOLDA, Regina</b>	Food Server	Garfield Elementary	Approve revision of contract to reflect actual duties performed—increase hours from 3.00 to 3.25 hours per day	August 13, 2012	See attached memo.
<b>RICKL, Lindsey</b>	Food Server / Kitchen Aide	Garfield Elementary	Approve revision of contract to reflect actual duties performed—decrease Food Server hours from 3.00 to 2.75 hours and increase Kitchen Aide hours from 3.00 to 4.75 hours per day	August 13, 2012	See attached memo.
<b>THAYNE, Melinda</b>	Food Server / Kitchen Aide	Lewis & Clark Elementary	Approve revision of contract to reflect actual duties performed—decrease Food Server hours from 3.00 to 2.75 hours and increase Kitchen Aide hours from 3.00 to 4.75 hours per day	August 13, 2012	See attached memo.
<b>FEIST, Bob</b>	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.00 per hour for up to 740 hours	August 30-June 13, 2013	See attached memo.
<b>REA, Mike</b>	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.00 per hour for up to 740 hours	August 30-June 13, 2013	See attached memo.
<b>PERRY-WALKER, Paula</b>	Adult Basic Education Instructor	Central Montana Education Center	Approve appointment at \$15.00 per hour for up to 420 hours	August 30-June 13, 2013	See attached memo.

**“EXHIBIT C”  
PAGE 3 OF 3**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** August 13, 2012

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
<b>FRIESEN, Jeff</b>	Head Golf Coach	Fergus High School	Approve appointment on schedule—(0.090)	August 13, 2013	See attached memo.
<b>THACKERAY, Brett</b>	Assistant Golf Coach	Fergus High School	Approve appointment on schedule—(0.055)	August 13, 2012	See attached memo.
<b>KYNETT, Mary</b>	Volunteer Golf Coach	Fergus High School	Approve appointment on a volunteer basis	August 13, 2012	See attached memo.
<b>WOOLETT, Angela</b>	CMY Mentor Program Co-Advisor	Fergus High School	Approve appointment on schedule—(0.0175)	August 13, 2012	See attached memo.
<b>ORTMAN, Karl</b>	Instrumental Activities	Fergus High School	Approve appointment on schedule—(0.110)	August 13, 2012	See attached memo.
<b>ORTMAN, Karl</b>	Jazz Band Director	Fergus High School	Approve appointment on schedule—(0.040)	August 13, 2012	See attached memo.
<b>JENSEN, John</b>	Bus Driver	School District #1	Approve revision of contract to adjust hours due to route change—TRANS Step 0 for up to 2.0 hours per day	August 13, 2012	See attached memo.
<b>LANTZER, Lee</b>	Bus Driver	School District #1	Approve revision of contract to adjust hours due to route change—TRANS Step 1 for up to 5.0 hours per day	August 13, 2012	See attached memo.
<b>MORING, Tom</b>	Bus Driver	School District #1	Approve appointment on schedule—TRANS Step 0 for up to 5.0 hours per day	August 13, 2012	See attached memo.
<b>RECOMMENDATION FOR EXTRA-DUTY CONTRACTS</b>	Activity Bus Drivers	School District #1	Approve appointment on schedule as recommended on the attachment	August 13, 2012	See attached list.
<b>RECOMMENDATION FOR EXTRA-DUTY CONTRACTS</b>	In-Town Bus Drivers	School District #1	Approve appointment on schedule as recommended on the attachment	August 13, 2012	See attached list.

**2012-2013 School Year**

**Starting Salary**

**\$30,394.00**

**JUNIOR HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS**

<b>Activity</b>	<b>Name</b>	<b>Positions</b>	<b>Index</b>	<b>Stipend</b>	<b>Date Approved</b>
<b>COORDINATOR</b>	<i>Jim Daniels</i>	Co-Coordinator	0.0525	\$ 1,595.69	
	<i>Troy Henderson</i>	Co-Coordinator	0.0525	\$ 1,595.69	
<b>BASKETBALL</b>	<i>Brad Breidenbach</i>	Boys Head Coach	0.070	\$ 2,127.58	
	<i>Sam Helmer</i>	Boys First Assistant	0.062	\$ 1,884.43	
		Boys Assistant - 1	0.055	\$ 1,671.67	
		Boys Assistant - 2	0.055	\$ 1,671.67	
	<i>Sherry Breidenbach</i>	Girls Head Coach	0.070	\$ 2,127.58	
	<i>Kar Conner</i>	Girls First Assistant	0.062	\$ 1,884.43	
	<i>Dani Phillips</i>	Girls Assistant - 1	0.055	\$ 1,671.67	
		Girls Assistant - 2	0.055	\$ 1,671.67	
<b>BUILDERS CLUB</b>		Co-Advisor	0.0075	\$ 227.96	
		Co-Advisor	0.0075	\$ 227.96	
<b>CHEERLEADERS</b>		Advisor	0.030	\$ 911.82	
		Assistant Advisor	0.018	\$ 547.09	
<b>CROSS COUNTRY</b>	<i>Mary Kepler</i>	Head Coach	0.065	\$ 1,975.61	
<b>FOOTBALL</b>	<i>Brad Breidenbach</i>	Head Coach	0.065	\$ 1,975.61	
	<i>Dean Ashley</i>	First Assistant	0.057	\$ 1,732.46	
	<i>Matt Woody</i>	Assistant - 1	0.050	\$ 1,519.70	
	<i>Nolan Porter</i>	Assistant - 2	0.050	\$ 1,519.70	
<b>INTRAMURALS</b>			0.030	\$ 911.82	
<b>MATHCOUNTS</b>	<i>Katherine Spraggins</i>	Advisor	0.015	\$ 455.91	

**2012-2013 School Year**

**Starting Salary      \$30,394.00**

**JUNIOR HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS**

<b>Activity</b>	<b>Name</b>	<b>Positions</b>	<b>Index</b>	<b>Stipend</b>	<b>Date Approved</b>
<b>MUSIC</b>	<i>Bethany Rogers</i>	Instrumental Activities	0.034	\$ 1,033.40	
	<i>Bethany Rogers</i>	Vocal Activities	0.034	\$ 1,033.40	
	<i>Bethany Rogers</i>	Jazz Band	0.040	\$ 1,215.76	
	<i>Bethany Rogers</i>	Select Choir Director	0.040	\$ 1,215.76	
<b>PHOTO CLUB</b>		Advisor	0.015	\$ 455.91	
<b>SKI CLUB</b>	<i>Liz Pettit</i>	Advisor	0.015	\$ 455.91	
<b>STUDENT COUNCIL</b>	<i>Mandy Eike</i>	Advisor	0.025	\$ 759.85	
<b>TRACK &amp; FIELD</b>	<i>Mary Kepler</i>	Head Coach	0.065	\$ 1,975.61	
	<i>Teresa Majerus</i>	First Assistant	0.057	\$ 1,732.46	
	<i>Brad Breidenbach</i>	Assistant - 1	0.050	\$ 1,519.70	
		Assistant - 2	0.050	\$ 1,519.70	
<b>VOLLEYBALL</b>	<i>Tara Taylor</i>	Head Coach	0.065	\$ 1,975.61	
	<i>Patti Petersen</i>	First Assistant	0.057	\$ 1,732.46	
	<i>Ashley Jenness</i>	Assistant	0.050	\$ 1,519.70	
		Assistant	0.050	\$ 1,519.70	
<b>WRESTLING</b>	<i>Chad Armstrong</i>	Head Coach	0.065	\$ 1,975.61	
	<i>Mark Malone</i>	Assistant	0.050	\$ 1,519.70	

**ELEMENTARY SCHOOLS ACTIVITY & ATHLETIC RECOMMENDATIONS**

<b>COORDINATOR</b>	<i>Jim Daniels</i>	Coordinator	0.065	\$ 1,975.61	
--------------------	--------------------	-------------	-------	-------------	--

**LEWISTOWN PUBLIC SCHOOLS****EXTRA DUTY CONTRACTS**

August 13, 2012

LAST	FIRST	EXTRA DUTY ASSIGNMENT	PAY RATE
Baszczuk	Rebecca	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Burns	Frank	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Distad	Gary	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Jensen	John	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Lantzer	Lee	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Lelek	Wayne	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Lombard	Pieter	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Moring	Tom	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Murray	Ted	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Pearson	Jim	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Sain, Jr.	Michael "Dean"	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Schaeffer	Kathleen	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Tucek	Paul	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)
Wood	Fred	Activity Bus Driver	\$16.98/hr drive time; \$10.10 per hour wait time (2 hours per day minimum)

**LEWISTOWN PUBLIC SCHOOLS****EXTRA DUTY CONTRACTS**

August 13, 2012

LAST	FIRST	EXTRA DUTY ASSIGNMENT	PAY RATE
Baszczuk	Rebecca	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Burns	Frank	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Jensen	John	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Lantzer	Lee	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Leap	Leslie (Bud)	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Lelek	Wayne	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Lombard	Pieter	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Moring	Tom	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Murray	Ted	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Pearson	Jim	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Sain, Jr.	Michael "Dean"	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Schaeffer	Kathleen	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Walker	Debbie	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis
Wood	Fred	In-Town Driving/Fueling	\$8.24 per hour on an as-needed basis

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

11

- 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:** 09/10/2012

**SUMMARY:**

Approve claims paid through September 6, 2012, as approved by the Finance Committee.

Members of the Finance Committee for July-September 2012 include: Stan Monger, Jeremy Bristol, Tom Balek, and Barb Thomas.

**\*\*Need to select new Finance Committee members for October-December 2012.**

**SUGGESTED ACTION:** None

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

**NOTES:**

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



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

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

12 - 13

<u>Agenda Items</u>	<u>Additional Information</u>
<p>12. Approve Additions to the Substitute List for the 2012-2013 School Year</p> <p>13. 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>						
Balek						
Bristol						
Irish						
Monger						
Pierce						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

12

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

**ITEM TITLE:** APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2012-2013 SCHOOL YEAR

**Requested By:** Board of Trustees    **Prepared By:** Sandi Chamberlain    **Date:** 09/10/2012

---

**SUMMARY:**

The Board of Trustees needs to approve the additions to the substitute list for the 2012-2013 School Year as per attached list.

**SUGGESTED ACTION:** Approve the Substitute List for the 2012-2013 School Year

---

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

---

**NOTES:**

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

Lewistown Public Schools  
2012-2013 SUBSTITUTE LIST

<u>SUBSTITUTE TEACHER/AIDE:</u>		<u>SUBSTITUTE SCHOOL FOOD:</u>	<u>SUBSTITUTE BUS DRIVERS:</u>
<u>NAME</u>	<u>NAME</u>	<u>NAME</u>	<u>NAME</u>
ADAMS, Naomi	REESOR, Julie	HAYES, Terri	
BANNES, Cheryl	ROGERS, Sonya	HOMBERGER, Sharyn	
BOKMA, Maureen	RUMMANS, Dave	LUND, Denise	
EPPERSON, Russell	SHOBE, Kari		
FAVIER, Patricia	TOWNE, Brenda		
GODDARD, Kimberly	VALLINCOURT, Noah		
HUFFINE-FORAN, Charlotte	WORKMAN, Kayce		
IRWIN, Robert (Denny)			
JOHNSON, Bridgett			
LENSING, Tara			<b><u>SUBSTITUTE CUSTODIANS:</u></b>
LUND, Denise			<u>NAME</u>
NELSON, Folly			BERLINGER, Kenneth

**LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

13

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

**ITEM TITLE:** APPROVE OUT-OF-DISTRICT STUDENT ATTENDANCE AGREEMENT REQUESTS FOR PLACEMENT IN THE LEWISTOWN PUBLIC SCHOOLS

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 09/10/2012

**SUMMARY:**

The Board of Trustees needs to approve the following requests for out-of-district student to attend the Lewistown Public Schools as indicated below. The districts of residence are Moore Public Schools and Grass Range Public Schools.

Kyler T. Fleming 4268 Beaver Creek Road Lewistown MT 59457	3 <sup>rd</sup> Grade	Garfield Elementary
ChristiAnn Ditmer 315 Main Street Grass Range MT 59032	11 <sup>th</sup> Grade	Fergus High School

**SUGGESTED ACTION:** Approve Out-of-District Student Attendance Agreement Requests for Placement in the Lewistown Public Schools

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

**NOTES:**

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

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

14

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

**ITEM TITLE:** FIRST READING—BOARD POLICY #5510—CLASSIFIED SICK LEAVE BANK

**Requested By:** Board of Trustees    **Prepared By:** Jason Butcher    **Date:** 09/10/2012

**SUMMARY:**

The Board of Trustees needs to approve the first reading of Board Policy #5510—Classified Sick Leave Bank.

This policy has been totally reworked by Classified Council. The current policy is attached for you to be able to compare it with the revision, which is marked by “First Reading”.

**SUGGESTED ACTION:** Approve First Reading of Board Policy #5510—Classified Sick Leave Bank

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

**NOTES:**

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

## Lewistown School District

### PERSONNEL

5510

Page 1 of 2

#### Classified Sick Leave Bank

**Section 1.** The Sick Leave Bank is meant to provide temporary assistance during an extended illness or injury. It is not meant as a full means of support.

The Sick Leave Bank will run concurrently with the Family and Medical Leave Act.

**Section 2.** The employer/employee recognizes the Classified Council as the governing agent for management and disbursement of the Sick Leave Bank. The representative from Central Office shall be the contact person for submitting hours to and requesting hours from the Sick Leave Bank. The Classified Council will make the final decisions.

**Section 3.** The Sick Leave Bank will be available to all classified employees who have passed the probationary period of ninety (90) days of employment. The Classified Council will be in charge of operating the Sick Leave Bank and granting and rejecting sick leave requests by a two-thirds ( $\frac{2}{3}$ ) vote of the nine-(9)-member Council. If there is no Classified Council meeting scheduled within the next month of the request, the contact person will conduct a phone survey of the Classified Council for approval or denial of the request.

**Section 4.** At the end of the contract year any employee may, at the employee's discretion, donate not more than five (5) days nor less than one (1) day (according to the number of hours per day on the employee's work agreement) of the employee's sick leave days to the nonrefundable Sick Leave Bank. (*Example:* If the employee's work agreement states the employee works two (2) hours per day, the employee can donate a minimum of two (2) hours and a maximum of ten (10) hours.) A statement must be signed verifying the employee's contribution. If an employee terminates his/her position, there is no limit to the amount of hours they may donate to the Sick Leave Bank.

**Section 5.** The Classified Sick Leave Bank will have a ceiling of four hundred (400) hours per year. If the Sick Leave Bank is depleted at any time during the year, the Classified Council may solicit employees for additional hours, not to exceed five (5) days per fiscal year per employee. (*Example:* If the employee's work agreement states the employee works two (2) hours per day, the employee can donate only ten (10) hours at the end of the year, but if the Sick Leave Bank is depleted, and another donation period is opened, the employee may donate another ten (10) hours, or five (5) days.) Under no circumstance may individual employees solicit donations of sick leave days for the Sick Leave Bank.

**Section 6.** Employees must exhaust all their sick leave before applying to the Sick Leave Bank. An employee shall not be granted hours, if the employee is receiving Unemployment Compensation or Worker's Compensation or is eligible for Weekly Disability Benefits.

**Section 7.** Leave from the Sick Leave Bank will not be available for surgery other than that which cannot be delayed or postponed, unless documented by a licensed medical doctor. Leave for reasons related to immediate family members may only be granted to employees from the Sick Leave Bank, when an immediate family member is in a life-threatening situation. Immediate family includes an employee's spouse, parent, child, grandparent, grandchild, or corresponding in-laws.

**Section 8.** An employee eligible for receipt of sick leave donations may receive a maximum of ten (10) days sick leave per request. Days are based on the hours per day in the employee's work agreement. (*Example:* If the employee's work agreement states the employee works two (2) hours per day, the employee can request only twenty (20) hours at a time.) Requests must coincide with the payroll cutoffs assigned at the beginning of the fiscal year. If the employee needs sick leave in two (2) different pay periods, the employee must fill out two (2) separate requests, but the same medical statement is sufficient, as long as the dates for the request and the medical statement coincide.

One employee may not receive more than one hundred (100) hours of sick leave per year, unless the Classified Council grants special permission and there are plenty of hours left in the Sick Leave Bank.

**Section 9.** No maternity leave will be granted, unless complications arise from the pregnancy or the delivery. A doctor's statement will be required.

**Section 10.** Each application to the Sick Leave Bank shall require a statement from a licensed medical doctor attesting there is an illness or injury and the period of convalescence. Anyone requesting use of the Sick Leave Bank will be required to submit a written application to the contact person of the Classified Council. Applications can be obtained from the Classified Council representative.

**Section 11.** The Classified Council will maintain a record-keeping system for the Sick Leave Bank. Such records shall include donor and application forms, hours donated, and hours used. Such information shall be shared with the District's payroll clerk for appropriate withdrawal of sick leave and payment of wages. The employee should contact the Classified Council representative with any questions regarding the Sick Leave Bank.

Policy History:

Adopted on: June 28, 2004

Revised on:

# FIRST READING

Lewistown School District

PERSONNEL

5510

Page 1 of 3

Classified Sick Leave Bank

**Section 1.** The Sick Leave Bank is meant to provide **temporary** assistance during an **extended** illness or injury. It is **not meant as a full means of support.**

The Sick Leave Bank leave will run concurrently with the Family and Medical Leave Act.

**Section 2.** A Sick Leave Bank will be available for all classified employees who have passed the probationary period of 6 months.

**Section 3 – Donating Hours.** The Classified Sick Leave Bank will have a ceiling of four hundred (400) hours per year, with \*\* 3 exceptions. A Classified staff member may donate up to five (5) days per donation period. (Example: If your work agreement states you work two (2) hours per day, you can only donate ten (10) hours.) Once the bank gets down to 100 hours, another donation period may be opened up and you may donate up to another five (5) days. A statement must be signed verifying the contribution.

The Classified Council may solicit members for additional hours when the bank is open for donations.

\*\* If an employee terminates his/her position, there is no limit to the amount of hours they may donate to the Sick Leave Bank, no matter how many hours are in the bank at the time.

**Section 4 – Management of Bank.** The employer/employee recognizes the Classified Council as the governing agent for management and disbursement of the Sick Leave Bank. The representative from Central Office shall be the contact person for submitting and requesting hours of the Bank. All completed request forms and donation forms shall be sent to the Central Office Classified Council Representative. Paperwork must be turned in within 2 weeks after the onset of illness/injury, unless you are incapable of doing so.

Classified Council will be in charge of operating the Sick Leave Bank and granting or denying sick leave requests by a 2/3 secret ballot vote of the Council. If there is no Classified Council meeting scheduled within the next month of the request, the contact person will conduct a phone survey of the Classified Council for approval or denial of the request. The Classified Council will make final decisions.

**Section 5 – When You Can Request Hours.** Employees must exhaust all of their sick leave before applying to the Sick Leave Bank. An employee shall not be granted hours if he/she is receiving Unemployment Compensation, Worker's Compensation or is eligible for Weekly Disability Benefits. This also includes the 4 day waiting period required by Worker's Compensation.



**Section 6 – What You Can Request Hours For.** Leave from the Sick Leave Bank will not be available for surgery other than that which cannot be delayed or postponed, unless documented by a licensed medical doctor. Leave for reasons related to immediate family members may only be granted to employees from the Sick Leave Bank when immediate family members are in a life-threatening situation. Immediate family includes an employee's spouse, parent, child, grandparent, grandchild, or corresponding in-laws.

**Section 7 – How Much Can You Request.** An employee eligible for receipt of sick leave donations may receive no more than a maximum of ten (10) days of sick leave per pay period unless it is a three week pay period. Days are based on the hours per day in your work agreement. (Example: If your work agreement states you work two (2) hours per day, you can only request twenty (20) hours at a time.) Requests must coincide with the payroll cutoffs assigned at the beginning of the fiscal year. If you need sick leave in two (2) different pay periods, you must fill out two (2) separate requests, but the same medical statement is sufficient as long as the dates for the request and the medical statement coincide. One employee cannot receive more than one hundred (100) hours of sick leave per medical incident, unless the Classified Council grants special permission (up to an additional 100 hours for extenuating circumstances, per medical incident).

**Section 8 – Exclusions.** No maternity leave will be granted unless complications arise from the pregnancy or delivery. A doctor's statement will be required.

**Section 9 – Dr.'s Statement.** Each application to the Sick Leave Bank shall require a statement from a licensed medical doctor attesting there is an extended illness or injury and the period of convalescence.

**Section 10 – Records.** The Classified Council will maintain a record keeping system for the Sick Leave Bank. Such records shall include donor and application forms, hours donated, and hours used. Such information shall be shared with the payroll clerk of the Lewistown Public Schools for appropriate withdrawal of sick leave and payment of wages.

**Section 11 – Donating Directly to an Individual Classified Staff Person.** After an employee has used 200 hours of donated Sick Leave Bank hours, for extenuating, life threatening situations only, (including their immediate family members when they are the primary caregiver only) other Classified Staff may donate directly to that individual. The person donating must still fill out the proper paperwork with the Classified Council. If a Classified Staff member would like to contribute directly to another employee, that fits into this situation, please contact a Classified Council member or the person in need.

\*\* Once the life threatening situation is over, if the employee has more than one week of sick leave hours accrued from donations, they must donate the extra hours back to the Sick Leave Bank, no matter how many hours are already in the bank. They may keep one week of those sick leave hours for their use. This will run concurrently with the Family and Medical Leave Act.

\*\* Should you become unemployed by Lewistown Public Schools during this time, donated hours may not be cashed out. They must be placed into the Sick Leave Bank no matter how many hours are in the bank at the time.

- If a Sick Leave donation period is opened up and you have extra sick leave hours, please consider donating some of those hours. Remember that you may be the one asking for donated hours someday. Thanks!
  
- Please contact any Classified Council representative if you have questions regarding the Sick Leave Bank.

Policy History:  
Adopted on: June 28, 2004  
Revised on:

**LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

15

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

**ITEM TITLE:** APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY

**Requested By:** Board of Trustees    **Prepared By:** Rebekah Rhoades    **Date:** 09/10/2012

**SUMMARY:**

The Board of Trustees needs to approve the Notice of Resolution of Intent to Sell/Dispose of Surplus Property as stated on the attached notice.

**SUGGESTED ACTION:** Approve Notice of Resolution of intent to Sell/Dispose of Surplus Property

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

**NOTES:**

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

**NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY**

**WHEREAS**, certain personal property owned by School District Number One and High School District Number One, Fergus County, Montana, has been determined by the Board of Trustees of said School Districts to be obsolete surplus, and unsuitable for school purposes because it is out of date and not usable, being described as follows:

Duchess Dough Molder/Divider  
Houseman Proof Cabinet, Single Door  
Triumph 60 Quart Stand Mixer  
Acme Dough Sheeter  
Kelvinator Range  
General Electric Tilt Skillet  
Cambro Trays, 10" x 15", 200 pieces

**WHEREAS**, an arrangement will be made to sell or otherwise dispose of said property in the most expeditious manner possible;

**THEREFORE BE IT RESOLVED** that the Trustees of said School Districts authorize the sale and disposal of the attached listed property.

**BE IT FURTHER RESOLVED** that this resolution will become effective 14 days after publication of the notice as required by 20-6-604, MCA.

**DONE** at Lewistown, Montana, this 10th day of September 2012.

---

**STAN MONGER, CHAIR**  
**BOARD OF TRUSTEES**  
**SCHOOL DISTRICT NUMBER ONE**  
**HIGH SCHOOL DISTRICT NUMBER ONE**

**ATTEST:**

---

**REBEKAH RHOADES**  
**BUSINESS MANAGER/CLERK**  
**SCHOOL DISTRICT NUMBER ONE**  
**HIGH SCHOOL DISTRICT NUMBER ONE**

**To be published in the News Argus on September 15, 2012**

**P.O. #**

**BIDDING INFORMATION**

Any person's interested in purchasing any of the surplus items listed may submit a sealed bid for said purchase. Bids should be submitted to: Lewistown Public Schools, Attn: Rebekah Rhoades, 215 7<sup>th</sup> Ave South, Lewistown, MT 59457. Bidding will close on Monday, October 1, 2012, at 5:00 p.m. Bidders will be notified of the results. For general questions, please contact Rebekah Rhoades at 535-8777 x116.

**LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

16

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

**ITEM TITLE:** APPROVE REQUEST TO APPLY FOR THE GEOGRAPHIC TRAVELS GEO-LITERACY OUTREACH AWARDS

**Requested By:** Board of Trustees    **Prepared By:** Scott Dubbs    **Date:** 09/10/2012

**SUMMARY:**

The Board of Trustees needs to approve the request from Suzie Flentie to apply for the Geographic Travels Geo-Literacy Outreach Awards. Information about this program is attached.

**SUGGESTED ACTION:** Approve Request to Apply for the Geographic Travels Geo-Literacy Outreach Awards

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

**NOTES:**

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

## **Geographic Travels Geo-Literacy Outreach Awards**

*Geographic Travels is offering \$500 in awards to promote Geographic Literacy!*

Geographic Travels, one of the world's most read geography blogs, exists for the promotion of geographic knowledge and education and entertainment of the public. The Geographic Travels Geo-Literacy Outreach Award is intended to find new ways to successfully advance Geo-Literacy in the public. Its aim is to assist in the establishment of unique programs to educate the public on the importance of geography and spatial thinking. Through these programs, Geographic Travels wants to promote an atmosphere of learning, collaboration, and independent thinking to increase geo-literacy.

Projects can come in a multitude of forms; whether it is a new classroom exercise connecting geography with unique ideas thought separate from geography, a project with the chamber of commerce or another business, demonstrating how a hospital can implement geography, or an activity with a civic organization. We encourage submitters to think "outside the box" and to go beyond the standard line of "Geography will save the world." Most of the world is geographically illiterate because people do not see the day-to-day use and importance of geography.

The award will grant \$300, the Alexander Von Humboldt Prize, and \$200, the Isaiah Bowman Prize, to the winners to implement the submitted idea. Geographic Travels does not discriminate nor favor any submitter.

### **Eligibility**

Anyone can enter the contest for the awards. One does not need a host institution. Submissions are due 1 October 2012 and winners will be announced by 1 November 2012. Please submit the application form and the required documentation separately.

### **Application Process**

To enter in the Geographic Travels Geo-Literacy Outreach Award competition one needs to fill out the application form [HERE](#). A sample lesson plan/speech draft/handout literature, etc. will be required as a turn-in. Also, a blog post for Geographic Travels detailing your plan, proposed implementation, and anticipated outcome is required.

Please send the documentation and any information requests to catholicgauze@gmail.com.

### **Judging Criteria**

A board will select the winners based on the idea and potential impact. The board will notify all submitters of their final status.

The board will judge submissions based on several criteria – 1.) Originality of Project; 2.) Feasibility of Implementation; 3.) Geographic-centricity; 4.) "Generalizability"; 5.) People-centricity. The first two criteria should be considered together, Geographic Travels is not looking for a pie-in-the-sky idea. The third criteria is to measure the project potential influence on the field of Geography. The fourth criteria addresses the potential to expand the project outside its initial funding. Is your project solely devoted to local neighborhood geographies, or does it have applicability elsewhere? The fifth criteria balances the fourth, as this is for an educational grant, and is based off of how effective is your project in reaching out to the public.

### **Implementation Process**

Winners will be paid via PayPal. They will be required to report on the implementation of their project to the board and write a blog post detailing the implementation of their idea. Video and pictures are highly encouraged. The project's implementation and blog post must be completed by February 1, 2013.

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

17

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

**ITEM TITLE:** APPROVE REQUEST TO APPLY FOR THE DEPARTMENT OF NATURAL RESOURCES CONSERVATION EDUCATION MINI-GRANT

**Requested By:** Board of Trustees    **Prepared By:** Scott Dubbs    **Date:** 09/10/2012

**SUMMARY:**

The Board of Trustees needs to approve the request from Steve Paulson to apply for the Department of Natural Resources (DNRC) Conservation Education Mini-Grant. Information about this grant is attached.

**SUGGESTED ACTION:** Approve Request to Apply for the DNRC Conservation Education Mini-Grant

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

**NOTES:**

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



## \$500 Conservation Education Mini-Grant Program

Text Size (javascript:chooseStyle('none',60)) (javascript:chooseSty

[Application \(pdf form file\) \(/cardd/LoansGrants/EducationMiniGrantApp.pdf\)](/cardd/LoansGrants/EducationMiniGrantApp.pdf)

[Application \(word file\) \(/cardd/LoansGrants/EducationMiniGrantApp.doc\)](/cardd/LoansGrants/EducationMiniGrantApp.doc)

[Grant Criteria \(/cardd/LoansGrants/docs/GrantCriteriaapril5.doc\)](/cardd/LoansGrants/docs/GrantCriteriaapril5.doc)

**[Top Scoring Grant Applications for February 2012—Jefferson \(/cardd/LoansGrants/docs/Jschool.pdf\)](/cardd/LoansGrants/docs/Jschool.pdf) and [Missoula \(/cardd/LoansGrants/docs/MissoulaCDRCWG\\_EducationMiniGrar](/cardd/LoansGrants/docs/MissoulaCDRCWG_EducationMiniGrar)**

### Acceptable Projects for Mini Grants

The purpose of this grant program is to bring natural resources conservation education into classroom. Up to \$500 is available to fund K-12 education activities for teacher-initiated, or district-supported classroom projects. Mini grants can be used to purchase classroom and lab resource materials, speaker costs, workshops costs, to support conservation days or field to support outdoor classroom activities.

Adult education events may also be sponsored and hosted by conservation districts. Adult education grants can be used to support activities such as natural resource conservation, restoration and workshops, seminars, and local field tours.

Examples of eligible activities:

- Water Quality
- Riparian and Rangeland Ecology
- Aquatic Micro- and Macro - Flora and Fauna
- Soil and Water Conservation
- Wildlife
- Outdoor Classrooms

Grant funds cannot be used for food, digital cameras or other digital display equipment, tools that can easily be borrowed or brought by students for use in the project (such as shovels, rakes, or other equipment).

### Timeline Mini Education Grant Program

<b><i>Deadline</i></b>	<b><i>Notification of Award</i></b>
------------------------	-------------------------------------



<b>September 17, 2012</b>	<b>October 1, 2012</b>
<b>January 7, 2013</b>	<b>January 25, 2013</b>
<b>April 8, 2013</b>	<b>April 25, 2013</b>

\*Linda Brander is available to coach conservation district administrators and outside profess development of the mini grant. [LLbrander@mt.gov \(mailto:LLbrander@mt.gov\)](mailto:LLbrander@mt.gov) or 444-052

## Criteria

To be considered for a grant, a teacher or an organization must submit a written application the local conservation district, and depending on the conservation district requirements, atte to explain the project and funding request. If the conservation district agrees to sponsor the application will be forwarded to the Conservation Districts Bureau, Department of Natural Re funding consideration. ***Applications not meeting a deadline can be disqualified.***

## Conservation District Directory

[\(http://dnrc.mt.gov/cardd/ConservationDistricts/CDdirectoryBinder.pdf\)](http://dnrc.mt.gov/cardd/ConservationDistricts/CDdirectoryBinder.pdf)

## Evaluation of Grants

The DNRC mini-education grant program will now be scored by a team of evaluators consisti DNRC staffer, one DEQ employee, and one member of the Montana Youth Restoration Partne Coalition.

## Approved Grants

A grant agreement will be written between the Department of Natural Resources and Conser the local conservation district, which will administer the funds. ***Charges to the grant are i until a contract is signed.*** Grant payments are paid upon receipt of proper documentation expenses (photos, invoices, receipts, vendor invoice and final report).

---

## Contact Information

***If you need assistance, contact:***

[Linda Brander \(mailto: LLBrander@mt.gov\)](mailto:LLBrander@mt.gov)

Conservation and Resource Development Division,  
Department of Natural Resources and Conservation,  
1625 Eleventh Avenue, P.O. Box 201601,  
Helena, MT 59620-1601  
Phone (406) 444-6667

**LEWISTOWN PUBLIC SCHOOLS  
Lewistown, Montana**

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

18

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

**ITEM TITLE:** APPROVE REQUEST TO APPLY FOR THE PPL ENVIRONMENTAL EDUCATION GRANT

**Requested By:** Board of Trustees    **Prepared By:** Scott Dubbs    **Date:** 09/10/2012

---

**SUMMARY:**

The Board of Trustees needs to approve the request from the Science Department at the Junior High School to apply for the PPL Environmental Education Grant. Information about this grant is attached.

**SUGGESTED ACTION:** Approve Request to apply for the PPL Environmental Education Grant

---

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

---

**NOTES:**


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

[COMMUNITY](#)
[ENVIRONMENT](#)
[PRODUCING POWER](#)
[SELLING POWER](#)
[ABOUT US](#)

PPL Corporation

[NEWSROOM](#) [ABOUT](#) [CAREERS](#) [COMPANIES](#)

**PPL \$29.24**



SEARCH

GO

**OUR ENVIRONMENT**

Environmental Policy

Managing Resources

Restoring Habitats

Clean Energy

**OUR ENVIRONMENTAL PROGRAMS**

Environmental Education

Environmental Education Grants

2005 Grant Recipients

2006 Grant Recipients

2007 Grant Recipients

2009 Grant Recipients

Environmental Education Grant Application

Montana Currents newsletter

**CONTACT US**

Contact PPL Montana

**OUR ENVIRONMENT**

**PPL Montana ENVIRONMENT**



pplmontana > environment > our environmental programs > environmental education grants

## Environmental Education Grants

### About the Grants:

PPL Montana continues to look for new ways to partner with school districts in the communities where we live and work. Through our Environmental Education Grants program, students across the nation are learning more about the environment and how to protect precious resources for the future.

With our competitive environmental education grants, schoolteachers can receive up to \$1,500 in funding for school projects that focus on issues like watersheds and wetlands, air quality, renewable and non-renewable resources, energy conservation and the greening of schools. These are just a few of the topics that teachers can choose for their application.

### Eligibility:

All Montana schools are eligible.

A school may partner with an organization, association or business, but the school must submit the application and must have prime responsibility for the project.

The on-line template will be available in November once the program is open for applications.

### Projects:

Grants are available for projects that enhance established classroom curricula and academic standards, or support extracurricular activities of school organizations and clubs.

### What the grants cover:

- Materials
- Planning time for educators
- Field trip opportunities
- Substitute teachers' costs
- Transportation costs
- Project presentation costs such as slides, transparencies or display materials. Students will be asked to make a presentation to PPL business leaders about their project and its results.

### How to apply:

Proposals should be no longer than 1,000 words and must include a description of the project, grade level, number of students involved, proposed budget and how the project's results will be evaluated. Only one application per teacher please.

All applications will accepted online from **Nov. 15, 2012 until Jan. 31, 2013**. Winners will be announced mid- February 2013. Projects should be completed by the end of the school year.

Apply for the 2012 PPL Project Earth Environmental Education Grants by using our [online application form](#). Please save your proposal as a document, then paste the information into the online form. This is a safeguard in case your proposal is not received properly. You can use this template to put your proposal together.

**Judging:**

A committee made up of PPL Montana managers, environmental professionals and educators review the applications and select schools to be funded.

Click below to see a list of the past recipients and their projects.

[2010 recipients](#)

[2009 recipients](#)

[2007 recipients](#)

[2006 recipients](#)

[2005 recipients](#)

[Terms and Conditions](#) | [Privacy Statement](#) | © 2012 PPL Corporation

**LEWISTOWN PUBLIC SCHOOLS**  
Lewistown, Montana

**BOARD AGENDA ITEM**

**Meeting Date**

09/10/2012

**Agenda Item No.**

19

- 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:** 09/10/2012

**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
Balek						
Bristol						
Irish						
Monger						
Pierce						
Thomas						
Weeden						

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**PERSONNEL REPORT FOR BOARD ACTION**

**DATE:** September 10, 2012

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
<b>SCHROEDER, Carol</b>	Custodian	Fergus High School	Accept letter of resignation	September 14, 2012	See attached letter.
<b>ORTMAN, Karl</b>	Instrumental Music Director	Fergus High School	Approve Out-of-State Travel to attend the Oktubafest in Minot, North Dakota	October 5-8, 2012	See attached memo.
<b>GAPAY, Kris</b>	Paraprofessional	Lewis and Clark Elementary Lewistown Junior High School	Approve revision of contract to reflect actual hours at each building—up to 5.25 hours per day at Lewis and Clark and up to 2.75 hours per day at Lewistown Junior High School	September 10, 2012	See attached memo.
<b>JENSEN, Courtney</b>	Head Cheerleading Coach	Lewistown Junior High School	Approve appointment on schedule—(0.030)	September 10, 2012	See attached memo.
<b>FERGUSON, Krystal</b>	Photo Club Advisor	Lewistown Junior High School	Approve appointment on schedule—(0.015)	September 10, 2012	See attached memo.

August 31, 012

Dear Sirs:

It is with regret that I am resigning my position as custodian for Fergus High School. I am giving you my 2 week notice starting September 1, 2012 with my final day on September 14, 2012. I would like to thank you for the opportunity to work for your school system. I can discuss the reasons for my resignation at your convience.

Sincerely,

Carol J. Schroeder

# Memorandum

---

**To:** Board of Trustees, Lewistown Public Schools  
**Cc:** Jason Butcher, Superintendent  
**From:** Jerry Feller, FHS Principal  
**Date:** September 5, 2012  
**Re:** Out-of-State Travel Request

---

This memo is written in support of an out-of-state travel request from Karl Ortman to attend the 2012 Oktubafest in Minot, ND, October 5-7, 2012.

Karl is a current member of the International Tuba Euphonium Quartet. While at this event, he will attend clinics and workshops in the area of chamber music. The information and training that he receives will be shared with the students in his classrooms.

Karl Ortman is asking for professional days on Friday, October 5, 2012, and Monday, October 8, 2012.

There will be no event or travel costs to the District for this trip.



## **TENTATIVE SCHEDULE**

### **Friday, October 5**

- 4:00 PM Registration and check-in to dorms begins
- 6:00 PM Supper
- 7:30 PM Welcome and Orientation  
Recital: Adam Frey and/or Jerry Young and/or guest quartet
- 9:30 PM Oktubafest Band (adults only)

### **Saturday, October 6**

- 7:30-8:30 AM Breakfast
- 9:00 AM Massed Choir Rehearsal
- 10:30-11:30 AM Tuba/Euphonium Master Classes  
Jerry Young and Adam Frey
- 12:00 PM Lunch
- 1:00 PM Quartet and Tuba/Euphonium Ensemble Repertoire Session
- 2:00 PM Massed Choir Rehearsal
- 4:30 PM Soloist Recital
- 6:00 PM Supper
- 7:00 PM Tribute to Harold Brasch
- 7:30 PM Concert—Massed Choir and Adam and/or Jerry
- 9:30 PM Oktoberfest Band (adults only)

### **Sunday, October 7**

- 7:30-8:30 AM Breakfast
- 9:00 AM Tuba Sunday Morning Rehearsal
- 11:00 AM Tuba Sunday Morning
- 12:00 PM Lunch
- 1:00 PM Check out of dormitories
- 2:00-4:00 PM TubaChristmas Preview Reading Session

# Memorandum

**To:** Jason Butcher, Superintendent  
**From:** Michelle Trafton, Lewis & Clark Principal  
Tim Majerus, Junior High Principal  
**Date:** August 30, 2012  
**Re:** Contract Revision

---

Following is a recommendation for a contract change for Kris Gapay. Kris will now be splitting her time between Lewis & Clark and the Junior High. The hours listed below are the true hours of work each day at the respective buildings.

Kris Gapay:

Lewis & Clark	Up to 5.25 hours per day
Junior High	Up to 2.75 hours per day

Thank you.



LEWISTOWN JUNIOR HIGH SCHOOL  
Jim Daniels, Co-Activities Coordinator  
Troy Henderson, Co-Activities Coordinator  
(406) 535-5419 Fax: (406) 535-2300

**TO: Jason Butcher, Superintendent of Schools**  
**FROM: Jim Daniels, A. D. / Tim Majerus, Principal**  
**DATE: September 7, 2012**  
**RE: Extracurricular**

---

**Please recommend to the Board of Trustees the following individual(s) for extracurricular activities for the 2012-2013 School Year. Stipends and salaries are taken from the Collective Bargaining Agreement.**

**Lewistown Junior High School:**

**Cheerleading**

Courtney Jensen	Head Coach	(0.030)	\$911.82
-----------------	------------	---------	----------

**Photo Club**

Krystal Ferguson	Advisor	(0.015)	\$455.91
------------------	---------	---------	----------

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 continues to strive for 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 (2013).
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 June 30, 2015, 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  
Tom Balek  
Jeremy Bristol  
Joe Irish  
Lisa Pierce  
Barbara Thomas  
Monte Weeden

**LEWISTOWN PUBLIC SCHOOLS  
2012-2013 SCHOOL CALENDAR**

**A. Pupil Instruction**

<b>First Semester</b>	<b>89 Days</b>	<b>Second Semester</b>	<b>90 Days</b>
-----------------------	----------------	------------------------	----------------

<b>FIRST QUARTER</b>	<b>DAYS</b>	<b>THIRD QUARTER</b>	<b>DAYS</b>
First Week	Aug 28 -- Aug 31 4	First Week	Jan 22 -- Jan 25 4
Second Week	Sept 4 -- Sept 7 4	Second Week	Jan 28 -- Feb 1 5
Third Week	Sept 10 -- Sept 14 5	Third Week	Feb 4 -- Feb 8 5
Fourth Week	Sept 17 -- Sept 21 5	Fourth Week	Feb 11 -- Feb 15 5
Fifth Week	Sept 24 -- Sept 28 5	Fifth Week	Feb 18 -- Feb 21 4
Sixth Week	Oct 1 -- Oct 5 5	Sixth Week	Feb 25 -- Mar 1 5
Seventh Week	Oct 8 -- Oct 12 5	Seventh Week	Mar 4 -- Mar 8 5
Eighth Week	Oct 15 -- Oct 17 3	Eighth Week	Mar 11 -- Mar 15 5
Ninth Week	Oct 22 -- Oct 26 5	Ninth Week	Mar 18 -- Mar 22 5
Tenth Week	Oct 29 -- Nov 2 5	Tenth Week	Mar 25 -- Mar 28 4
	<b>46</b>		<b>47</b>

<b>SECOND QUARTER</b>	<b>DAYS</b>	<b>FOURTH QUARTER</b>	<b>DAYS</b>
First Week	Nov 5 -- Nov 7 3	First Week	Apr 2 -- Apr 5 4
Second Week	Nov 12 -- Nov 16 5	Second Week	Apr 8 -- Apr 12 5
Third Week	Nov 19 -- Nov 20 2	Third Week	Apr 15 -- Apr 19 5
Fourth Week	Nov 26 -- Nov 30 5	Fourth Week	Apr 22 -- Apr 26 5
Fifth Week	Dec 3 -- Dec 7 5	Fifth Week	Apr 29 -- May 3 5
Sixth Week	Dec 10 -- Dec 14 5	Sixth Week	May 6 -- May 10 5
Seventh Week	Dec 17 -- Dec 21 5	Seventh Week	May 13 -- May 17 5
Eighth Week	Jan 2 -- Jan 4 3	Eighth Week	May 20 -- May 24 5
Ninth Week	Jan 7 -- Jan 11 5	Ninth Week	May 28 -- May 31 4
Tenth Week	Jan 14 -- Jan 18 5		
	<b>43</b>		<b>43</b>

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

		<b>Totals</b>
August 23-24	All Staff Orientation/PIR	2.0
August 27	PIR	1.0
October 18-19	Staff Development Days - Teachers Convention	2.0
November 7-8	Parent Teacher Conferences <b>(Evening Only on Nov 7, All Day on Nov 8)</b>	1.5
January 21	PIR	1.0
April 4	Parent Teacher Conference Evening <u>ONLY</u> (Regular School Day for Students)	0.5
		<hr/> 8.0

2012-2013 Regular Board Meetings		
July	9	5:30 p.m.
Aug	13	5:30 p.m.
Sept	10	7:00 p.m.
Oct	8	7:00 p.m.
Nov	12	7:00 p.m.
Dec	10	7:00 p.m.
Jan	14	7:00 p.m.
Feb	11	7:00 p.m.
Mar	11	7:00 p.m.
Apr	8	7:00 p.m.
May	13	7:00 p.m.
June	10	5:30 p.m.

**C. Holidays / Vacations (Dates Inclusive)**

September 3	Labor Day
October 18-19	Fall Vacation (Teachers - Convention)
November 8	Parent Teacher Conferences ( <b>Vacation Day for Students</b> )
November 9	Vacation Day
November 21-23	Thanksgiving Vacation
December 24-January 1	Winter Break
January 21	PIR ( <b>Vacation day for Students</b> )
February 22	Vacation Day
March 29-April 1	Spring Break
May 27	Memorial Day