

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

MONDAY, March 11, 2013

REGULAR BOARD MEETING

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

1. Roll Call
2. Pledge of Allegiance

ACTION ITEMS

INDIVIDUAL ITEMS

3. Appoint New Trustee to the Board

OATH OF OFFICE

4. Rhonda Long, Fergus County Superintendent of Schools, will Administer the Oath of Office to the New Trustee

BOARD OF TRUSTEES

5. Presentation—Terry Lankutis, Northwest Council for Computer Education Conference
6. Discussion—Scott Dubbs, Updates on Common Core Standards and Title I Funding
7. Report—Student Representative to the Board
8. Report—Committees of the Board
9. Calendar Items, Concerns, Correspondence, Etc.

SUPERINTENDENT'S REPORT

10. Report—Election Update
11. Report—Budget Update
12. Report—Investment
13. Other Items

PUBLIC PARTICIPATION

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

ACTION ITEMS

MINUTES

15. Minutes of the February 11, 2013, Regular Board Meeting
16. Minutes of the February 26, 2013, Board Work/Study Session

APPROVAL OF CLAIMS

17. Claims

CONSENT GROUP ITEMS

18. Approve Additions to the Substitute List for 2012-2013 School Year

INDIVIDUAL ITEMS

19. Approve Multidistrict Agreement for Technology Services
20. Approve Certification for Indirect Cost Rates for FY 2013-2014
21. Approve Contract between Lewistown School District #1 and Central Montana Learning Resource Center Cooperative for Special Education Services for the Star Program
22. Approve Trustee Resolution Calling for an Election
23. 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

03/11/2013

Agenda Item No.

3

Minutes/Claims Board of Trustees Superintendent's Report

Action – Consent
 Action – Indiv.

ITEM TITLE: APPOINT NEW TRUSTEE TO THE BOARD

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 03/11/2013

SUMMARY:

The Board of Trustees needs to appoint Phil Koterba as the new Trustee on the School Board to fill the position available due to the resignation of Trustee Tom Balek.

SUGGESTED ACTION: Appoint Phil Koterba to the Board

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

4

Minutes/Claims Board of Trustees Superintendent's Report

Action – Consent
 Action – Indiv.

ITEM TITLE: OATH OF OFFICE

Requested By: Board of Trustees **Prepared By:** _____ **Date:** 03/11/2013

SUMMARY:

Rhonda Long, Fergus County Superintendent of Schools, will administer the Oath of Office to Phil Koterba, newly appointed Trustee of the Lewistown Public Schools.

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

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

ITEM TITLE: PRESENTATION—TERRY LANKUTIS, NORTHWEST COUNCIL FOR COMPUTER EDUCATION CONFERENCE

Requested By: Board of Trustees **Prepared By:** Terry Lankutis **Date:** 03/11/2013

SUMMARY:

Terry Lankutis, Technology Support Specialist, recently attended the Northwest Council for Computer Education Conference in Portland, Oregon. Terry would like to present to the Board of Trustees some of the information on what's new and noteworthy in the world of Education Technology.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

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

ITEM TITLE: DISCUSSION—SCOTT DUBBS, UPDATES ON COMMON CORE STANDARDS, TITLE I FUNDING AND CRITERION REFERENCE TESTING (CRT)

Requested By: Board of Trustees **Prepared By:** Scott Dubbs **Date:** 03/11/2013

SUMMARY:

Scott Dubbs, Curriculum Director, would like to update the Board of Trustees regarding the Common Core Standards implementation; possible cuts in regards to Title I funding; and Criterion Reference Testing (CRT) which will be conducted during the month of March.

SUGGESTED ACTION: Informational

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

7

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees **Prepared By:** Kaitlyn Moodie **Date:** 03/11/2013

SUMMARY:

Fergus High School Student Representative to the Board of Trustees will provide a report on upcoming activities at Fergus High School.

SUGGESTED ACTION: Informational

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

NOTES:

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

FHS SCHOOL BOARD REPORT
Kaitlyn Moodie

Monday, March 11, 2013

Key Club:

- Just returned from their convention
- It was a success. They had fun and learned a lot

H.O.W. Club:

- Began recycling plastics

FCCLA:

- State is March 24-26 (17 competing)
- One member is running for the office of State President

NHS:

- Letters have recently been sent out to potential members
- New officers are going to be elected soon

BPA:

- 15 members continue to prepare for state

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

8

- 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:** 03/11/2013

SUMMARY:

The Board of Trustees has the opportunity to provide updates on their various committees.

SUGGESTED ACTION: Informational Report

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

9

- 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:** 03/11/2013

SUMMARY:

Time is provided on the agenda for the Board to discuss calendar items, concerns, correspondence, future agenda items, and comments for the good of the district.

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

10

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

ITEM TITLE: REPORT—ELECTION UPDATE

Requested By: Superintendent **Prepared By:** Rebekah Rhoades **Date:** 03/11/2013

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on the election calendar and procedures for 2013.

Attached are the Terms of Office Listing and the 2013 School Election Calendar.

Board members terms of office that are due to expire in 2013 include: Jeremy Bristol and Lisa Pierce. These are both three-year terms. There will also be one two-year term available due to the resignation of Tom Balek.

SUGGESTED ACTION: Informational

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

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

	Expire 2013	Expire 2014	Expire 2015
SCHOOL DISTRICT #1	Jeremy Bristol Lisa Pierce	Joe Irish Stan Monger Barb Thomas	Open Monte Weeden

School District #1 Two (2) - Three (3) Year Terms and One (1) - Two (2) Year Term:


- _____ 3 year term (to expire in 2016)
- _____ 3 year term (to expire in 2016)
- _____ 2 year term (to expire in 2015)

Petitions Filed for Nomination of School Board Trustee:

SCHOOL ELECTIONS CALENDAR 2013

Days from election	Deadlines	Event (Special instances identified in green)	MCA Citation
No earlier than 135 days, or later than 40 days before	Sunday, December 23 through Thursday, March 28	<p>Trustee candidates file for election. Nomination petition and Oath of Candidacy must be filed with election administrator. No person signing a petition may sign more nomination petitions than there are trustee positions open. NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS HE OR SHE MEETS THIS DEADLINE.</p> <p>Candidates from county high school districts with enrollments of 2,000 or more or first-class districts in counties with populations of 15,000 or more must file a form C-1-A, and if desired, a form C-3 with the district clerk and Montana Commissioner of Political Practices within 5 days of filing for office.</p> <p>Any candidate that has already filed for election, but wishes to withdraw their name, may do so not less than 38 days before the school election by sending a statement of withdrawal to the election administrator.</p>	13-10-201(6) 13-37-201 20-3-305 20-3-344 13-10-325
End of January	Thursday, January 31	<p>Contact the Montana Commissioner of Political Practices (MCP) office at (406) 444-2942 if you are in (1) a first-class district located in a county with populations of 15,000 or more, OR (2) a county high school district with an enrollment of 2,000 or more and did NOT receive a notice and a packet of information from the MCP.</p>	13-37-206
At least 75 days before	Thursday, February 21	<p>Contact your county election administrator for the annual absentee ballot list. SB 276, which was passed in the 2009 session, requires the county election administrator to mail an address confirmation form to voters who previously requested an absentee ballot for all elections. The county election administrator sends the confirmation form in January of each year. (In mail ballot elections, ballots are sent under mail ballot procedures rather than under absentee ballot list procedures)</p>	13-13-212
At least 70 days before	Tuesday, February 26	<p>Request for a mail ballot election must be sent from trustees to the election administrator. Exception: Even if no request is received, the election administrator could decide to request a mail ballot election.</p>	13-19-202 13-19-203
At least 60 days before	Friday, March 8	<p>Election administrator sends mail ballot election plan/timetable/sample instructions to the Secretary of State's Office so that it is received by this deadline (i.e. fax, mail, or e-mail to SOS office (not post marked)).</p>	13-19-205
At least 40 days before	Thursday, March 28	<p>Trustees call for an election. The trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) the polling site(s) (if changed from previous school election); and 4) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot. The resolution must be delivered to the county election administrator at least 35 days before the election, but it need NOT be posted. The trustees must also appoint three election judges per precinct. The resolution should appear in the board minutes. An election may also be called by the county superintendent, county commissioners, board of public education or the trustees of a community college.</p>	20-20-401
At least 38 days before	Saturday, March 30	<p>Last day trustee candidates can withdraw from the election. Any candidate that has already filed for election, but wishes to withdraw their name, may do so by sending a statement of withdrawal to the election administrator.</p>	20-3-305
At least 35 days before	Tuesday, April 3	<p>Last day to file resolutions for school election with county election administrator.</p>	20-20-201(2)

Days from election	Deadlines	Event (Special instances identified in green)	MCA Citation
At least 30 days before	Sunday, April 7	Voter registration closes. A voter must register by this deadline to vote in the school election. County election administrator prepares registration list. It is not necessary to publish any notice of closing of voter registration.	20-20-311 20-20-312
Not less than 20 days, or more than 30 days before	Sunday April 7 and Wednesday, April 17	Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district AND posted in at least three public places in the district, provided that in incorporated cities and towns at least one notice must be posted in each ward or precinct. Radio or television notice may be used to supplement the notice. The notice must include: 1) the date and polling places of the election; 2) polling place hours; 3) each proposition to be considered by the electorate; 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions; and 5) where and how absentee ballots may be obtained. If the polling place has changed from the previous school election, that change must be referred to in the notice. If more than one proposition will be considered in the same district, each proposition must be set apart and identified, or placed in separate notices.	20-20-204
Not less than 26 days before	Thursday, April 11 (By 5 p.m.)	Deadline for write-in candidate for a trustee position on a school board to file declaration of intent. (13-10-211(3) , MCA) [not less than 26 days before the election]	13-10-211(3)
No later than 25 days before	Thursday, April 11 (After 5 p.m.)	Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees cancel the trustee election. They must then give notice that a trustee election will not be held. <i>A trustee election held in single-member or trustee nominating district is considered a separate trustee election for declaring the election by acclamation.</i>	20-3-313
Not less than 25 days before	Friday, April 12	Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. See School Election Handbook for more information. <i>Trustees must pass a resolution stating exact levy amounts by this date in order for the clerk to certify the ballot.</i> This resolution must include the durational limit, if any, on the levy.	13-12-201 20-20-401 15-10-425
Not before the 25 th day nor later than the 15 th day	Friday, April 12 through Monday, April 22	Mail ballots mailed. If mail ballot election is used, period for ballots to be mailed. All ballots must be mailed on the same day, except that if an inactive elector reactivates after the ballots are mailed, the elector should be provided with or mailed a ballot. If the elector reactivates after noon on the day before election day, the elector must come in on election day to receive a ballot.	13-19-207
At least 20 days before	Wednesday, April 17	Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none"> • The ballot • Instructions for voting and returning the ballot • A secrecy envelope, free of an marks that would identify the voter • A self-addressed, return envelope with affirmation printed on the back of the envelope 	20-20-401
Not later than the 10th day before	Saturday, April 27	Deadline to notify election judges of appointment.	20-20-203

Days from election	Deadlines	Event (Special instances identified in green)	MCA Citation
Day before	Monday, May 6 (By Noon)	Deadline for absentee ballot requests. Voters who wish to vote absentee may request an absentee ballot in writing or in person until noon the day before the election. <i>Remember to include a section on the absentee ballot application allowing the voter to become part of the annual absentee list.</i>	13-13-211 13-13-214
Day before	Monday, May 6	Deliver certified copy of the lists of registered electors for each polling place to the district by election administrator before the election day. District then delivers list(s) to election judges prior to opening of polls.	20-20-313
Election Day 	Tuesday, May 7	ELECTION DAY. The election administrator must prepare the polling places, printed ballots, ensure election judges are present, and conduct a fair and unbiased election (See Election Procedures). Notify election judges of the names of write-in candidates	20-20-105 Title 13 Chapter 13 20-20-203 20-20-401 20-20-411
Following receipt of the tally sheets from all polls and within 15 days after election	Wednesday, May 22	Trustees canvass the votes, issue certificates of election, and publish results. Trustees review the tally sheets compiled by the election judges to ascertain their accuracy. Recounts are ordered, if necessary. If tally is complete and accurate, trustees issue certificates of election to successful candidates. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district.	20-20-415 20-20-416
Within 15 days after receipt of certificate of election	Wednesday, May 22	Candidate completes and files Oath of Office with the County Superintendent. Newly elected trustees may not be seated until the oath is filed.	20-20-416 20-3-307 20-1-202 1-6-101
Within 15 days of election	Wednesday, May 22	Deadline for trustees to hold organizational meeting to elect chair and appoint clerk.	20-3-321
12 days before and 20 days after	Thursday, April 25 Through Monday, May 27	Filing Report: Candidates who marked Box "C" on their form C-1-A must file form C-5 with the district clerk and Montana Commission of Political Practices.	13-37-226(4)
June 1	Friday, June 1	Deadline for trustees to request county election administrator to conduct school elections for next year. The school district clerk/election administrator is designated the election administrator for school elections. However, the trustees of any district may request the county election administrator (EA) to become the election administrator for school elections. If the county EA accepts, then he/she must perform all the duties the school clerk would have. The school district must assume all costs of the election.	20-20-417

****Special instances are identified with green lettering****

Additional References:

Sample forms can be found at this address:

http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_7

Election Manual: http://opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_7

MT Secretary of State's Office: <http://sos.mt.gov/Elections/index.asp>

[1-1-307](#), MCA. Postponement of day appointed for an action when it falls on a holiday or Saturday. Whenever any act of a secular nature, other than a work of necessity or mercy, is appointed by law or contract to be performed upon a particular day, which day falls upon a holiday or a Saturday, such act may be performed upon the next business day with the same effect as if it had been performed upon the day appointed.

If the deadline, as read in statute, is phrased "not later than..." then the deadline does not move to a later date but an earlier one.

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LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

11

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

ITEM TITLE: REPORT—BUDGET UPDATE

Requested By: Superintendent **Prepared By:** Rebekah Rhoades **Date:** 03/11/2013

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2013-2014 General Fund Budgets.

SUGGESTED ACTION: Informational

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

NOTES:

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

Preliminary Budget Discussion

March 11, 2013

Preliminary Budget Numbers

PRELIMINARY BUDGET DISCUSSION				
3/11/2013				
	Lewistown Elementary		Fergus HS	
	Current Law	SB175	Current Law	SB175
FY13 Adopted Budget	\$5,595,486.54		\$3,123,209.08	
FY14 Projected Expenditures	\$5,921,595.45		\$3,332,379.73	
DIFFERENCE	(\$326,108.91)		(\$209,170.65)	
Highest Budget Without a Vote	\$5,578,114.50	\$5,664,668.70	\$2,992,568.62	\$3,071,738.50
Highest Budget With a Vote	\$5,605,845.71	\$5,680,356.68	\$3,123,209.08	\$3,158,809.48
Maximum Voted Amount	\$27,731.21	\$15,687.98	\$130,640.46	\$87,070.98
Estimated Additional Mills	2.31	1.31	10.89	7.26
Tax Increase on a \$100,000 home	\$2.45		\$4.90	
Tax Increase on a \$200,000 home	\$13.41		\$26.83	
Deficit/Surplus w/o Vote	(\$343,480.95)	(\$256,926.75)	(\$339,811.11)	(\$260,641.23)
Deficit/Surplus with Vote	(\$315,749.74)	(\$241,238.77)	(\$209,170.65)	(\$173,570.25)

Expenditure/Budget Comparison

- FY 2012-2013
 - Elementary (101) = \$5,595,486.54
 - High School (201) = \$3,123,209.08
- FY 2013-2014 Projected as of 3/6/13
 - Elementary (101) = \$5,921,595.45
 - High School (201) = \$3,332,379.73
- FY 2013-2014 Projected Budget (no vote)
 - Elementary (101) = \$5,578,114.50
 - High School (201) = \$2,992,568.62

Expenditure/Budget Comparison cont.

- FY 2013-2014 Budget Shortfall (no vote)
 - Elementary (101) = **-\$343,480.95**
 - High School (201) = **-\$339,811.11**
- FY 2013-2014 Budget Shortfall (with vote)
 - Elementary (101) = **-\$315,749.74**
 - High School (201) = **-\$209,170.65**
- Maximum Levy
 - Elementary (101) = \$27,731.21
 - High School (201) = \$130,640.46

Projected Expenditure Changes

- Increased all salaries by 2% & moved “lanes”
- Increased Health & Dental Insurance by 10%
 - No official rate increase received
- Increased Coop fee by \$16,000.00
- Increased Postage by \$2,000.00
- Increased Board Audit Services by \$2,000.00
- Includes additional staff added in 2012-2013
 - 3 Full-Time Elem Paraprofessionals
 - 1 Full-Time HS Paraprofessional
- Curriculum: \$80,000 (HS) and \$40,000 (Elem)

Possible Changes/Unknowns

- Health Insurance increase (will know 3/12/13)
- Dental Insurance increase
- One-on-one students entering/leaving District
- # of Kindergarten classes needed
- Retirements, Staff Resignations, New Hires
- Title Funding decrease due to Sequestration
- LEGISLATURE!!

Legislation

- SB175
 - Passed the Senate, passed to the House
 - Uses gas/oil money to fund schools
 - Should create Property Tax Relief
- SB42
 - No longer on the table
- HB15 (does not affect General Fund Budget)
 - In first House Committee
 - Provides funding for Quality Schools Grant
 - May award LPS funding for JHS Fire Escape Project



PRELIMINARY BUDGET DATA SHEET
FY 2013-2014

County: 14 Fergus
District: 0258 Lewistown Elem

NOTE: Anticipated ANB increases approved after date of this report have not been included in the ANB listed below. Information shown on the asterisked lines below (*) is subject to change if your district's certified ANB is changed; any changes will be reflected on the FY2014 final budget form.

1. CERTIFIED ANB	FY 2013-2014			3 Year Avg ANB			
	*Budget Unit	ANB	*Basic Entitlement	*Per ANB Entitlement	ANB	*Basic Entitlement	*Per ANB Entitlement
E1 LEWISTOWN K-6	647	23,593.00	3,241,728.80*	649	23,593.00	3,251,619.80	
M1 LEWISTOWN 7-8	198	66,816.00	1,276,654.50*	194	66,816.00	1,251,057.50	
2. * DIRECT STATE AID							2,060,130.15
3. Quality Educator							200,918.02
4. At Risk Student							30,081.75
5. * Indian Education For All							17,238.00
6. American Indian Achievement Gap							3,600.00
7. SPECIAL EDUCATION FUNDING (FY2013-2014):							
NOTE: Block Grant Eligibility Status = "Yes" means OPI records indicate you are qualified and will receive the funding listed. Block Grant Eligibility Status = "No" means you have NOT yet qualified.							
Block Grant Eligibility Status?							Yes
Block Grant Rates							
Instructional Block Grant Rate [IBG] per ANB							149.09
Related Services Block Grant Rate [RSBG] per ANB							49.69
Threshold to Determine Disproportionate Costs							1.754957254
Special Education Allowable Cost Payments							
* a. Instructional Block Grant Entitlement [IBG rate X ANB]							125,981.05
* b. Related Services Block Grant Entitlement [RSBG rate X ANB]							N/A
c. Reimbursement for Disproportionate Costs							205,887.41
* d. Total Special Education Allowable Cost Payment (District) [7a + 7b + 7c]							331,868.46
Prorated Cooperative Cost Payments (Members of Cooperatives Only)							
* e. Related Services Block Grant Entitlement (Paid Directly to Coop)							41,988.05
Required Local Match							
* f(i). District's Required Match for IBG [7a X 0.33]							41,573.75
f(ii). District's Required Match for RSBG [7b X 0.33]							N/A
* f(iii). District's RSBG Match to be Paid by District to Cooperative [7e X 0.33]							13,856.06
* f(iv). Total Required Local Match To Avoid Reversions [7f(i) + 7f(ii) + 7f(iii)]							55,429.81
Minimum Special Education Budget To Avoid Reversions							
* g. Minimum Special Education Budget to Avoid Reversions [7a + 7b + 7f(iv)]							181,410.86

County: 14 Fergus
 District: 0258 Lewistown Elem

Reimbursement For Disproportionate Costs

	EL	HS	K12
a. FY2011-2012 allowable cost expenditures Total K-12 expenditures prorated by FY12 ANB	832,782.04	0.00	0.00
b. FY2011-2012 amount to avoid reversion	181,237.19	0.00	0.00
c. Reimbursement for disproportionate costs If (a-b) > 0 and a > (b * 1.754957254) then [a - (b * 1.754957254)] * 0.4	205,887.41	0.00	0.00

8. FY2014 BUDGET LIMITS:

*a. Required % of Special Ed Funding in Maximum [MCA 20-9-306(9)]	100%
*b. BASE Budget	4,420,282.67
*c. Maximum Budget Limit	5,566,355.04
*d. Highest Budget Without A Vote excluding tuition, excess reserves, and other overBASE revenues	5,578,452.50
*e. Highest Budget With A Vote	5,605,845.71
*f. Highest Voted Amount (8e-8d)	27,393.21

9. PRIOR YEAR INFORMATION FOR BUDGETING:

*a. FY 2012-2013 BASE Budget	4,437,916.27
*b. FY 2012-2013 Maximum Budget	5,595,486.54
*c. FY 2012-2013 ANB	848
*d. FY 2012-2013 Adopted General Fund Budget	5,595,486.54
*e. Highest Levy Over-BASE Authorized Or Imposed Between FY 2008-09 and FY 2012-13	1,158,169.83

10. DEBT SERVICES FUND AND COUNTY RETIREMENT FUND GTB:

	Elementary	High School
County		
a. Tax Year 2012 County Taxable Value	25,651,306	25,651,306
b. FY 2012-13 County ANB (Budgeted)	1,161	549
c. County Retirement Mill Value per ANB	22.09	46.72
District		
d. Tax Year 2012 District Taxable Value	12,030,406	N/A
e. FY 2012-13 District ANB (Budgeted)	848	N/A
f. District Debt Service Mill Value Per ANB	14.19	N/A
Statewide		
g. Statewide Retirement Mill Value per ANB	28.12	65.01
h. Facility Guaranteed Mill Value per ANB	32.54	75.22

County: 14 Fergus
 District: 0258 Lewistown Elem

General Fund Guaranteed Tax Base Aid GTB Ratios And Subsidies

I. STATEWIDE GTB RATIO:	<u>Elementary</u>	<u>High School</u>
(a) Statewide taxable valuation (Tax Year 2012)***	2,396,220,006	2,396,220,006
(b) 2012-13 Statewide GTB subsidized budget area: 35.3% of the Basic Entitlement + 35.3% of the Per-ANB Entitlement + 40% of special education allowable cost payment (including prorated coop costs)	211,200,765.35	118,318,472.27
(c) GTB ratio: [(a) divided by (b)] x 193.00%	21.90	39.09

II. DISTRICT GTB SUBSIDY:	<u>Elementary</u>	<u>High School</u>
(a) Statewide GTB ratio (from c above)	21.90	N/A
(b) 2012-13 District GTB subsidized budget area: 35.3% of the Basic Entitlement + 35.3% of the Per-ANB Entitlement	1,628,544.07	N/A
(c) 40% of 2012-13 District special education allowable cost payment plus district prorated coop cost payment	156,588.27	N/A
(d) District's FY 2013-14 guaranteed tax base (a) x [(b) + (c)]	39,094,398.25	N/A
(e) District taxable valuation (Tax Year 2012)***	12,030,406	N/A
(f) If (d) is greater than (e), then: DISTRICT's FY2013-14 GTB subsidy per BASE mill [(d) - (e)] x .001	27,064.00	N/A

*** A final determination of the Taxable Value by the Department of Revenue based on information delivered to the county clerk and recorder as required in 15-10-305, MCA (December). Tax Increment Districts are excluded from taxable valuations used in GTB calculations.



**PRELIMINARY BUDGET DATA SHEET
FY 2013-2014**

County: 14 Fergus
District: 0259 Fergus H S

NOTE: Anticipated ANB increases approved after date of this report have not been included in the ANB listed below. Information shown on the asterisked lines below (*) is subject to change if your district's certified ANB is changed; any changes will be reflected on the FY2014 final budget form.

1. CERTIFIED ANB	FY 2013-2014			3 Year Avg ANB		
	*Budget Unit	ANB	*Basic Entitlement	*Per ANB Entitlement	ANB	*Basic Entitlement
H1 FERGUS HS 9-12	357	262,224.00	2,287,656.00	371	262,224.00	2,376,069.50*
2. * DIRECT STATE AID						1,179,317.19
3. Quality Educator						94,630.54
4. At Risk Student						8,056.78
5. * Indian Education For All						7,568.40
6. American Indian Achievement Gap						600.00
7. SPECIAL EDUCATION FUNDING (FY2013-2014):						
NOTE: Block Grant Eligibility Status = "Yes" means OPI records indicate you are qualified and will receive the funding listed. Block Grant Eligibility Status = "No" means you have NOT yet qualified.						
Block Grant Eligibility Status?						Yes
Block Grant Rates						
Instructional Block Grant Rate [IBG] per ANB						149.09
Related Services Block Grant Rate [RSBG] per ANB						49.69
Threshold to Determine Disproportionate Costs						1.754957254
Special Education Allowable Cost Payments						
* a. Instructional Block Grant Entitlement [IBG rate X ANB]						53,225.13
* b. Related Services Block Grant Entitlement [RSBG rate X ANB]						N/A
c. Reimbursement for Disproportionate Costs						19,689.24
* d. Total Special Education Allowable Cost Payment (District) [7a + 7b + 7c]						72,914.37
Prorated Cooperative Cost Payments (Members of Cooperatives Only)						
* e. Related Services Block Grant Entitlement (Paid Directly to Coop)						17,739.33
Required Local Match						
* f(i). District's Required Match for IBG [7a X 0.33]						17,564.29
f(ii). District's Required Match for RSBG [7b X 0.33]						N/A
* f(iii). District's RSBG Match to be Paid by District to Cooperative [7e X 0.33]						5,853.98
* f(iv). Total Required Local Match To Avoid Reversions [7f(i) + 7f(ii) + 7f(iii)]						23,418.27
Minimum Special Education Budget To Avoid Reversions						
* g. Minimum Special Education Budget to Avoid Reversions [7a + 7b + 7f(iv)]						76,643.40

County: 14 Fergus
 District: 0259 Fergus H S

Reimbursement For Disproportionate Costs

	EL	HS	K12
a. FY2011-2012 allowable cost expenditures Total K-12 expenditures prorated by FY12 ANB	0.00	197,602.04	0.00
b. FY2011-2012 amount to avoid reversion	0.00	84,548.46	0.00
c. Reimbursement for disproportionate costs If (a-b) > 0 and a > (b * 1.754957254) then [a - (b * 1.754957254)] * 0.4	0.00	19,689.24	0.00

8. FY2014 BUDGET LIMITS:

*a. Required % of Special Ed Funding in Maximum [MCA 20-9-306(9)]	97%
*b. BASE Budget	2,330,666.37
*c. Maximum Budget Limit	2,909,997.68
*d. Highest Budget Without A Vote excluding tuition, excess reserves, and other overBASE revenues	2,992,717.02
*e. Highest Budget With A Vote	3,123,209.08
*f. Highest Voted Amount (8e-8d)	130,492.06

9. PRIOR YEAR INFORMATION FOR BUDGETING:

*a. FY 2012-2013 BASE Budget	2,461,158.43
*b. FY 2012-2013 Maximum Budget	3,080,646.06
*c. FY 2012-2013 ANB	390
*d. FY 2012-2013 Adopted General Fund Budget	3,123,209.08
*e. Highest Levy Over-BASE Authorized Or Imposed Between FY 2008-09 and FY 2012-13	..	662,050.65

10. DEBT SERVICES FUND AND COUNTY RETIREMENT FUND GTB:

	Elementary	High School
County		
a. Tax Year 2012 County Taxable Value	25,651,306	25,651,306
b. FY 2012-13 County ANB (Budgeted)	1,161	549
c. County Retirement Mill Value per ANB	22.09	46.72
District		
d. Tax Year 2012 District Taxable Value	N/A	12,993,086
e. FY 2012-13 District ANB (Budgeted)	N/A	390
f. District Debt Service Mill Value Per ANB	N/A	33.32
Statewide		
g. Statewide Retirement Mill Value per ANB	28.12	65.01
h. Facility Guaranteed Mill Value per ANB	32.54	75.22

County: 14 Fergus
 District: 0259 Fergus H S

General Fund Guaranteed Tax Base Aid GTB Ratios And Subsidies

I. STATEWIDE GTB RATIO:	<u>Elementary</u>	<u>High School</u>
(a) Statewide taxable valuation (Tax Year 2012)***	2,396,220,006	2,396,220,006
(b) 2012-13 Statewide GTB subsidized budget area: 35.3% of the Basic Entitlement + 35.3% of the Per-ANB Entitlement + 40% of special education allowable cost payment (including prorated coop costs)	211,200,765.35	118,318,472.27
(c) GTB ratio: [(a) divided by (b)] x 193.00%	21.90	39.09

II. DISTRICT GTB SUBSIDY:	<u>Elementary</u>	<u>High School</u>
(a) Statewide GTB ratio (from c above)	N/A	39.09
(b) 2012-13 District GTB subsidized budget area: 35.3% of the Basic Entitlement + 35.3% of the Per-ANB Entitlement	N/A	973,618.65
(c) 40% of 2012-13 District special education allowable cost payment plus district prorated coop cost payment	N/A	45,241.55
(d) District's FY 2013-14 guaranteed tax base (a) x [(b) + (c)]	N/A	39,827,245.22
(e) District taxable valuation (Tax Year 2012)***	N/A	12,993,086
(f) If (d) is greater than (e), then: DISTRICT's FY2013-14 GTB subsidy per BASE mill [(d) - (e)] x .001	N/A	26,834.00

*** A final determination of the Taxable Value by the Department of Revenue based on information delivered to the county clerk and recorder as required in 15-10-305, MCA (December). Tax Increment Districts are excluded from taxable valuations used in GTB calculations.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

12

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent **Prepared By:** Rebekah Rhoades **Date:** 03/11/2013

SUMMARY:

Attached is the report on the interest earned and distributed for February 2013.

The first column of the report reflects the cash balance in various funds as of February 1, 2013.

SUGGESTED ACTION: Informational

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

NOTES:

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

Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2012-2013

Criteria: From Control#: 48 To: 49

Acct Mask: _____

Sort By Acct

Print Internal Accounts Only

Type: HS Interest Posting Date: 2/28/2013 Amount Distributed: \$269.05 Control#: 48
 Posting Description: Interest Distribution 1/31/2013 Entry#: 472

Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
201.00.000.0000.101.000	\$539,291.81	31	.1827783	\$49.18	\$539,291.81		\$0.00	Yes
210.00.000.0000.101.000	\$439,306.82	31	.1488911	\$40.06	\$439,306.82		\$0.00	Yes
211.00.000.0000.101.000	\$172,864.88	31	.0585879	\$15.76	\$172,864.88		\$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	\$246,090.25	31	.0834056	\$22.44	\$246,090.25		\$0.00	Yes
217.00.000.0000.101.000	\$51,155.09	31	.0173376	\$4.66	\$51,155.09		\$0.00	Yes
218.00.000.0000.101.000	\$8,978.93	31	.0030432	\$0.82	\$8,978.93		\$0.00	Yes
220.00.000.0000.101.000	\$7,399.28	31	.0025078	\$0.67	\$7,399.28		\$0.00	Yes
221.00.000.0000.101.000	\$25,592.54	31	.0086739	\$2.33	\$25,592.54		\$0.00	Yes
224.00.000.0000.101.000	\$165,305.15	31	.0560257	\$15.07	\$165,305.15		\$0.00	Yes
228.00.000.0000.101.000	\$95,726.16	31	.0324438	\$8.73	\$95,726.16		\$0.00	Yes
229.00.000.0000.101.000	\$143,130.48	31	.0485102	\$13.05	\$143,130.48		\$0.00	Yes
260.00.000.0000.101.000	\$68,677.37	31	.0232763	\$6.26	\$68,677.37		\$0.00	Yes
261.00.000.0000.101.000	\$750,198.60	31	.2542594	\$68.43	\$750,198.60		\$0.00	Yes
281.00.000.0000.101.000	\$94,530.40	31	.0320385	\$8.62	\$94,530.40		\$0.00	Yes
282.00.000.0000.101.000	\$142,277.48	31	.0482211	\$12.97	\$142,277.48		\$0.00	Yes
Control# 48 Total:	\$2,950,525.24		1.0000004	\$269.05	\$2,950,525.24		\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 1/31/2013

Type: Interest Posting Date: 2/28/2013 Amount Distributed: \$419.51 Control#: 49
 Posting Description: Interest Distribution 1/31/2013 Entry#: 473

Account Number	Final Cash	Days	Percent	Amount	Original Cash	Redirect	Redirect Amount	Internal?
101.00.000.0000.101.000	\$880,979.87	31	.2108071	\$88.44	\$880,979.87		\$0.00	Yes
110.00.000.0000.101.000	\$846,017.95	31	.2024412	\$84.93	\$846,017.95		\$0.00	Yes
111.00.000.0000.101.000	\$746,280.33	31	.1785753	\$74.91	\$746,280.33		\$0.00	Yes
112.00.000.0000.101.000	\$72,824.27	31	.0174259	\$7.31	\$72,824.27		\$0.00	Yes

Lewistown School District No. One

Investment Distribution Detail Report

Fiscal Year: 2012-2013

Criteria: From Control#: 48 To: 49

Acct Mask: _____

Sort By Acct

Print Internal Accounts Only

113.00.000.0000.101.000	\$2.23	31	.0000005	\$0.00	\$2.23	\$0.00	Yes
114.00.000.0000.101.000	\$502,947.49	31	.1203489	\$50.49	\$502,947.49	\$0.00	Yes
120.00.000.0000.101.000	\$17,121.68	31	.0040970	\$1.72	\$17,121.68	\$0.00	Yes
121.00.000.0000.101.000	\$52,269.69	31	.0125075	\$5.25	\$52,269.69	\$0.00	Yes
124.00.000.0000.101.000	\$86,801.40	31	.0207705	\$8.71	\$86,801.40	\$0.00	Yes
128.00.000.0000.101.000	\$50,736.52	31	.0121406	\$5.09	\$50,736.52	\$0.00	Yes
129.00.000.0000.101.000	\$129,009.12	31	.0308702	\$12.95	\$129,009.12	\$0.00	Yes
150.00.000.0000.101.000	\$204,239.04	31	.0488718	\$20.50	\$204,239.04	\$0.00	Yes
160.00.000.0000.101.000	\$10,161.57	31	.0024315	\$1.02	\$10,161.57	\$0.00	Yes
161.00.000.0000.101.000	\$579,688.64	31	.1387120	\$58.19	\$579,688.64	\$0.00	Yes
Control# 49 Total:	\$4,179,079.80		1.0000000	\$419.51	\$4,179,079.80	\$0.00	

Balance Calculations based on Prior Month Ending Balances as of 1/31/2013

End of Report

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

13

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

ITEM TITLE: OTHER ITEMS

Requested By: Superintendent **Prepared By:** Superintendent **Date:** 03/11/2013

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.

- ❖ Legislative Update
- ❖ Staffing
- ❖ Day of Advocacy—Monday, March 18, 2013—Helena
- ❖ MTSBA's School Budget Symposium – See Attached Schedule and Itinerary
- ❖ Roundtable Schedule—April 8, 2013—6:00 p.m.—LEA—Lincoln Boardroom
- ❖ BPA—State Conference—March 10-12, 2013—Billings
- ❖ Eastern A Choir Festival—March 11-12, 2013—Sidney
- ❖ MT Jazz Festival—March 14-15, 2013
- ❖ Adult Education Registration—Monday, March 18, 2013—Noon—CMEC
- ❖ LJHS Choir Concert—Tuesday, March 19, 2013—7:00 p.m.—FCPA
- ❖ Northwest College Jazz Festival—March 20-22, 2013—Powell, WY
- ❖ Kindergarten Music Program—Thursday, March 21, 2013—6:00 p.m.—FCPA
- ❖ FCCLA—State Leadership Conference—March 24-26, 2013—Billings
- ❖ LJHS Band Concert—Tuesday, March 26, 2013—7:00 p.m.—FCPA
- ❖ Skills USA—Welding Contest—Wednesday, March 27, 2013—Lewistown
- ❖ No School—Spring Break—Friday, March 29 and Monday, April 1, 2013
- ❖ FFA—State Convention—Wednesday, April 3, 2013—Billings
- ❖ Parent/Teacher Conferences—Thursday, April 4, 2013—Evening Only
- ❖ Skills USA—State Conference—April 8-10, 2013—Havre

SUGGESTED ACTION: Informational

Additional Information Attached



MTSBA's School Budget Symposium

March 5	Bozeman
March 6	Miles City
March 7	Glasgow
March 12	Great Falls
March 13	Missoula
March 14	Kalispell
March 27	Lockwood

Agenda:

Registration	9:00-9:30
Latest on School Funding Bills	9:30-10:15
Basics of School Budgeting	10:15-11:45
Lunch (On your own)	11:45-1:00
Respective roles of the Board, Superintendent, and Clerk in the budgeting process	1:00-2:00
Break	2:00-2:15
Additional bills that may affect budgeting and other school operations	2:15-2:45
Frequently asked questions on school finance/budgeting	2:45-3:30

Member Fee: \$125
No-Show Fee: \$25

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

14

- 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:** 03/11/2013

SUMMARY:

Time is provided on the agenda for anyone who wishes to address the Board.

SUGGESTED ACTION:

Additional Information Attached Estimated cost/fund source _____

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

15 - 16

- 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:** 03/11/2013

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the February 11, 2013, Regular Board Meeting
- Minutes of the February 26, 2013, Special Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

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

NOTES:

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

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LEWISTOWN JUNIOR HIGH SCHOOL – FACS ROOM

914 West Main Street
Lewistown MT 59457

MONDAY, February 11, 2013

BOARD ROUNDTABLE DISCUSSION – JUNIOR HIGH STAFF

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

REGULAR BOARD MEETING

CALL TO ORDER (7:10 p.m.)

1. ROLL CALL

TRUSTEES PRESENT:

Board Chair Stan Monger, Jeremy Bristol, Joe Irish, Barb Thomas, Lisa Pierce

TRUSTEES ABSENT:

Monte Weeden

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk Rebekah Rhoades, Sandi Chamberlain, Brandon O'Halloran, Michelle Trafton, Scott Dubbs, Jeff Friesen, Jessica Sower, Tim Majerus, Jeff Elliott, Diane Oldenburg, Deb Slagel, Terry Lankutis, Pat Weichel, Luke Brandon, Jerry Feller

OTHERS PRESENT:

Student Representative Kaitlyn Moodie, Charlie Denison-Lewistown News-Argus, Joe Zahler-KXLO Radio, Chris Rice, Jamie Sura, Zane Fulbright

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

BOARD OF TRUSTEES

3. RECOGNITION—FHS SPEECH AND DRAMA TEAM

The Board of Trustees recognized and congratulated the Fergus High School Speech and Drama Team plus their coaches for their successes at the State Speech and Drama Meet. All 17 members of the team placed at the Divisional meet qualifying them for the State meet.

Coaches: Tiffany Kolar and Jessica Sower

Team Members: Brooke Benson, Jade Fairchild, Elizabeth Finn, Sarah Foster, Aubrey Godbey, Jacob Godbey, Ashley-Ann Goddard, Nathan Kennedy, Sarah Kohler, Karstin Neill, Shaun Reczek, Johnny Skipper, Maida Walters, Dillon Westhoff, Heather Wiegert, Peter Wright and Hayden Ziolkowski

State Results: Drama – Humorous Solo—Nathan Kennedy (1st); Humorous Duo—Nathan Kennedy and Johnny Skipper (3rd); Serious Duo—Elizabeth Finn and Heather Wiegert (4th); Classical—Sarah Foster and Maida Walters (8th).

4. **PRESENTATION—JAMIE SURA, BLESSINGS IN A BACKPACK**
 Jamie Sura presented information to the Board of Trustees about a wonderful program, “Blessings in a Backpack”, that she helped to implement for grades K-6 in the Lewistown Public Schools. “Blessings in a Backpack” is a non-profit program that donates food for children who qualify for free or reduced-cost meals. The program was started in 2007 and is now serving nearly 100,000 elementary school children throughout the United States. Meals are put inside the backpacks of the children Friday afternoon, providing them with weekend meals. In Lewistown, 230 students are benefitting from the program. Donations can be made directly to Jamie Sura or online. Volunteers put bags together throughout the week and are always welcome.
5. **PRESENTATION—JEFF ELLIOTT AND DEBRA SLAGEL, FHS-DUAL CREDITS**
 Jeff Elliott, FHS Assistant Principal, and Debra Slagel, FHS Counselor, presented information to the Board of Trustees about the possibility of offering a dual credit program for students. This program would allow high school students to earn college credit at a reduced rate in addition to the credit earned for high school.

 Dual enrollment and other opportunities for Montana students to earn college credit while they are in high school broaden the range of advanced coursework available to Montana students, support students’ academic engagement and college-going focus, strengthen relationships and resource-sharing between Montana’s public schools and colleges, and have the potential to reduce students’ time and expense as they pursue college degrees. Recognizing these values, the Montana University System provides operational guidelines for its affiliated campuses to ensure consistency, accessibility, affordability and quality in dual enrollment and other secondary-postsecondary credit opportunities. The dual enrollment program will be offered at Fergus High School starting in Fall 2013.
6. **REPORT—STUDENT REPRESENTATIVE TO THE BOARD**
 Kaitlyn Moodie, student representative to the Board, reported on upcoming activities at Fergus High School.
7. **REPORT—COMMITTEES OF THE BOARD**
 Due to the resignation of Trustee Tom Balek, Joe Irish volunteered to replace Tom on the Health Insurance Program Committee and the Transportation Committee.
8. **CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.**
 Packets were passed out to the Trustees containing Trustee Candidate’s Letters of Interest, Timeline for the selection process, and questions that will be asked the candidates at the Board Work/Study Session that is scheduled for Tuesday, February 26, 2013 at noon.

SUPERINTENDENT’S REPORT

9. **REPORT—ELECTION UPDATE**
 Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2013 School Election Calendar and advised them of the trustee seats that will be up for election in 2013. Board members terms of office that are due to expire in 2013 include: Jeremy Bristol and Lisa Pierce. These are both three-year terms. There will also be one two-year term available due to the resignation of Tom Balek.

10. **REPORT—BUDGET UPDATE**
Rebekah Rhoades, Business Manager/District Clerk, updated the Board of Trustees regarding some preliminary information regarding the 2013-2014 General Fund Budgets.
11. **REPORT—INVESTMENT**
Interest earned and distributed for January 2013, was reported with \$7,870.51 in the elementary funds and \$5,011.41 in the high school funds for a total of \$12,881.95.
12. **OTHER ITEMS**
Scott Dubbs, Curriculum Director, updated the Board of Trustees on the progress of the District with the Common Core Standards. Superintendent Jason Butcher had a discussion with the Trustees regarding current happenings with the Legislature. Mr. Butcher informed the Board of the February 1, 2013, Enrollment Count, and provided reports showing the comparison to previous years as well as Budget Limit ANB. The dates for the Day of Advocacy at the State Capital and the MTSBA's School Budget Symposiums were provided for the Trustees. The Board Work/Study Session is scheduled for Tuesday, February 26, 2013, at noon in the Lincoln Board Room. The Board also reviewed dates for upcoming events in the District.

PUBLIC PARTICIPATION

13. **RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD**
Zane Fulbright addressed the Board regarding the recent article in the News Argus about the wax museum. Prior to speaking to the Board, he met with both Michelle Trafton and Jason Butcher regarding this issue. Zane is concerned because students that participate in the Wax Museum do so with great emphasis on research and historical accuracy. He stated that it is unfortunate that students will no longer be able to paint their faces to resemble that of another race, as it takes away from the historical accuracy. Mr. Fulbright is in full support of the Wax Museum and believes that the Human Rights Bureau case did not follow law.

ACTION ITEMS

MINUTES

14. **MINUTES OF THE JANUARY 14, 2013, REGULAR BOARD MEETING** – approved unanimously (Bristol/Thomas).
15. **MINUTES OF THE JANUARY 29, 2013, SPECIAL BOARD MEETING** – approved unanimously (Thomas/Pierce).

APPROVAL OF CLAIMS

16. **CLAIMS** – the claims referenced in the 2012-2013 Bill Schedule and submitted through February 7, 2013, were approved unanimously (Thomas/Pierce). The Finance Committee members for January-March 2013 are Stan Monger, Barb Thomas, and Monte Weeden. Lisa Pierce was added to the Finance Committee to replace Trustee Tom Balek, who resigned.

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

17. **APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR 2012-2013 SCHOOL YEAR** – Substitute Teacher/Aide List—Theda Crawford, Kylee Hould, Stephanie McKay, Rayna Van Kerkhove; Substitute School Food List—Theda Crawford; Substitute Custodian List—Steven Rowe.
18. **APPROVE 2013-2014 SCHOOL CALENDAR**
The School Calendar Committee will be added to the list of Committees of the Board for 2013-2014.

INDIVIDUAL ITEMS

19. APPROVE FIRST SEMESTER CLAIM FOR INDIVIDUAL CONTRACT BUS REIMBURSEMENT – approved unanimously (Bristol/Pierce).
20. APPROVE FIRST SEMESTER ELEMENTARY & HIGH SCHOOL CLAIMS FOR BUS REIMBURSEMENT – approved unanimously (Thomas/Bristol).
21. APPROVE ACCEPTING TRUSTEE RESIGNATION AND DECLARATION OF POSITION VACANCY – approved unanimously (Pierce/Irish).
22. SECOND READING—BOARD POLICY #8121 – USE OF DISTRICT-OWNED VEHICLES – approved unanimously (Irish/Pierce).
23. SECOND READING—BOARD POLICY #7329 – PETTY CASH FUNDS – approved unanimously (Thomas/Irish)
24. APPROVE AUDIT CONTRACT FOR FY13-FY15 – approved unanimously (Pierce/Bristol).
25. APPROVE PERSONNEL REPORT – See Exhibit A – approved unanimously (Bristol/Pierce).

EXECUTIVE SESSION

Superintendent Jason Butcher requested an Executive Session to discuss a private issue with the Board. Chair Stan Monger called for an Executive Session at 9:07 p.m. stating that the individual's right to privacy clearly exceeds the public's right to know.

ADJOURNMENT

The meeting was called back into regular session at 9:30 p.m. and adjourned. The next regular meeting will be held on March 11, 2013, at 7:00 p.m. at the Lincoln Board Room (Bristol – unanimous).

STAN MONGER
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

“EXHIBIT A”

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: February 11, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
HENDERSON, Jodi	Resource Paraprofessional Office Aide	Garfield Elementary School	Approve appointment on schedule— PARA Step 0+CERT for up to 7.00 hours per day; SEC Step 0 for up to 1.00 hour per day for up to 86 days	January 28, 2013	See attached memo.
HUTCHINS, Mandie	Resource Paraprofessional	Garfield Elementary	Approve revision of contract to reflect new assignment as one-on-one aide— PARA Step 4+CERT for up to 7.50 hours per day for the remainder of the school year	January 28, 2013	See attached memo.
VON ARLYON, Jarl	Custodian	Fergus High School	Accept verbal resignation	January 28, 2013	Mr. Von Arlyon gave his verbal resignation to FHS Head Custodian Joel Bennett.
LANKUTIS, Terry	Technology Support Specialist / Registrar	School District #1	Approve Out-of-State travel to attend the Northwest Council for Computer Education Conference in Portland, Oregon	February 28 – March 1, 2013	See attached memo.
BRANDON, Luke GUYER, Justin Laura Bennett Jackie Skipper 15 Students	AP Government Teacher Teacher Chaperone Parent Chaperone Parent Chaperone	Fergus High School	Approve Out-of-State travel to take the AP Government Students to Washington, D.C.	April 3-8, 2013	See attached memo and itinerary.

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM
215 Seventh Avenue South
Lewistown, Montana 59457

Tuesday, February 26, 2013

BOARD WORK/STUDY SESSION

CALL TO ORDER (12:00 p.m.--Noon)

1. **ROLL CALL**

TRUSTEES PRESENT:

Board Chair Stan Monger, Jeremy Bristol, Joe Irish, Lisa Pierce,
Barb Thomas, Monte Weeden

STAFF PRESENT:

Superintendent Jason Butcher, Business Manager/District Clerk
Rebekah Rhoades, Sandi Chamberlain

OTHERS PRESENT:

Mike Ditolla, Phil Koterba

2. **PUBLIC PARTICIPATION**

No public input.

AGENDA

3. **TRUSTEE CANDIDATES**

Christina Brunkhorst, Mike Ditolla, and Phil Koterba submitted Letters of Interest for the vacant Trustee position. Christina Brunkhorst was unable to make this meeting. Each candidate answered a series of questions and stated their reasons for wanting to be on the Board. The Trustees will review the answers and make a decision as to who they would like to appoint to this vacant position. The term for this position will expire on May 7, 2013.

4. **OPEN DISCUSSION**

The Board of Trustees had an open discussion to review events and issues happening in the district. Jason discussed the Human Rights Bureau case and noted that Michelle Trafton submitted an article to the News Argus. Jason also discussed Legislative bills, possible decrease in Federal Title I funding, and the "Day of Advocacy" event at the State Capital in March. The May 7, 2013 School Election was discussed.

ADJOURNMENT

The meeting was adjourned at 1:15 p.m. (Bristol – unanimous).

STAN MONGER
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

17

- 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:** 03/11/2013

SUMMARY:

Approve claims paid through March 7, 2013, as approved by the Finance Committee.

Members of the Finance Committee for January-March 2013 include: Stan Monger, Barb Thomas, Lisa Pierce, and Monte Weeden.

****Need to select new Finance Committee members for April-June 2013.**

SUGGESTED ACTION: Approve Claims as Presented

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

18

<u>Agenda Items</u>	<u>Additional Information</u>
<p>18. Approve Additions to the Substitute List for the 2012-2013 School Year</p>	

SUGGESTED ACTION: Approve All Items

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

18

- 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:** 03/11/2013

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2012-2013 School Year as listed below:

Substitute Teacher/Aide List:

Cassidy Conrad

Substitute Custodian List:

Alexander Blackburn (Student Helper)

Substitute School Food List:

Nichole Fulbright

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

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

19

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

ITEM TITLE: APPROVE MULTIDISTRICT AGREEMENT FOR TECHNOLOGY SERVICES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 03/11/2013

SUMMARY:

For the past few years, several central Montana school districts have been participating in a technology cooperative. Based in Lewistown, our cooperative offers technology services to area school districts. Participation in the cooperative is voluntary. Districts that choose to participate pay a base amount plus a fixed amount per ANB to the Lewistown School District to finance the cooperative's activities.

The 2011 Montana Legislature amended some of the laws pertaining to cooperatives such as ours. Our cooperative qualifies; however, participating districts need to formalize the agreement through Board action each year.

The MTSBA-approved agreement is attached for the Board's review and approval. Once the Lewistown Board approves the document, original agreements will be distributed to each participating district for their counter-approval.

SUGGESTED ACTION: Approve MultiDistrict Agreement for Technology Services

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

NOTES:

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

Multidistrict Agreement

This Multidistrict Agreement (hereinafter "Agreement") is entered into this ____ day of _____, 20____ by and between Lewistown Elementary, Fergus High School, Denton Elementary, Denton High School, Grass Range Elementary, Grass Range High School, Harlowton Elementary School, Harlowton High School, Ayers Elementary, Roy K-12 Schools, Winifred K-12 Schools, Moore Elementary, Moore High School, Deerfield Elementary, Spring Creek Colony Elementary, King Colony Elementary, Hobson K-12 Schools, Judith Gap Elementary, Judith Gap High School, Stanford K-12 Schools, and the Central Montana Learning Resource Center Cooperative (collectively hereinafter "Districts").

WHEREAS, pursuant to section 20-3-363, MCA, the boards of trustees of any two or more school districts may enter into an Multidistrict Agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the participating districts and to provide for the joint funding and operation and maintenance of all participating districts upon the terms and conditions as may be mutually agreed to by the districts subject to the conditions of section 20-3-363, MCA;

WHEREAS, an agreement made pursuant to section 20-3-363, MCA, must be approved by the board of trustees of all participating districts by April 1 of the current fiscal year in which the agreement is executed and by April 1 in any subsequent year to which the agreement applies;

WHEREAS, all expenditures in support of the Multidistrict Agreement may be made from the interlocal cooperative fund in accordance with sections 20-9-703 and 20-9-704, MCA. Each participating district of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the general fund or any other budgeted fund of the district. Transfers to the interlocal cooperative fund from each participating school district's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund. All transfers must be completed by April 1 of the current fiscal year in which the agreement is executed and by April 1 in any subsequent year to which the agreement applies;

WHEREAS, in accordance with section 20-9-703, Fergus High School shall be designated as the prime agency. All other participating districts shall be designated as cooperating agencies;

WHEREAS, each participating district may transfer funds into the interlocal cooperative fund from the general fund or any other budgeted fund of the respective school district. Transfers to the interlocal cooperative fund from each participating school district's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund;

WHEREAS, expenditures from the interlocal cooperative fund are limited to those expenditures that are permitted by law and that are within the final budget for the budgeted fund from which the transfer was made.

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of providing technology services for the participating Districts;

2. To create an interlocal cooperative fund for the purpose of transferring funds from the participating districts for the purpose(s) stated herein;

3. Fergus High School is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this interlocal cooperative agreement.

4. All other participating districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this agreement to the prime agency by district warrant.

5. Any and all amounts transferred into the interlocal cooperative fund by any participating district shall come from: (1) the respective district's general fund in an amount not to exceed the direct state aid in support of the respective school district's general fund; or (2) any other budgeted fund of a participating district.

6. Any and all amounts transferred into the interlocal cooperative fund by each participating district must be transferred before April 1, 2014.

7. Any and all amounts transferred into the interlocal cooperative fund by each participating district must be for the purpose stated herein.

8. The term of this agreement shall be from July 1, 2013 to June 30, 2014.

9. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.

As agreed on this _____ day of _____, 20_____

Fergus High School (LE0259)
Prime Agency

Cooperating Agency

Board Chair, Prime Agency

Board Chair, Cooperating Agency

District Clerk, Prime Agency

District Clerk, Cooperating Agency

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

20

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

ITEM TITLE: APPROVE CERTIFICATION FOR INDIRECT COST RATES FOR FY 2013-2014

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 03/11/2013

SUMMARY:


The Board of Trustees needs to approve the Office of Public Instruction proposed Indirect Cost Recovery Rate for FY13 grants. This approval allows the District to set aside a portion (this year, 4.50%) of its grant expenditures and use that amount to pay general costs related to grant administration.

SUGGESTED ACTION: Approve Certification for the Indirect Cost Rates for FY 2012-2013

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

NOTES:

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

 <p>Office of Public Instruction Denise Juneau, Superintendent PO Box 202501 Helena, MT 59620-2501</p>	<p>CERTIFICATION FOR INDIRECT COST RATE For FY 2013-2014</p> <p>Due April 30, 2013</p>
---	---

SS #	School System (SS) Name	County #	County	LE's Included
0420	Lewistown Public Schools	14	Fergus	EL 0258 Lewistown Elem HS 0259 Fergus H S K12

Proposed Restricted Indirect Cost Rate 4.50 % (Round to nearest hundredth (X.XX%) of a percent.)

INSTRUCTIONS: Complete and submit with one copy of each application for Indirect Cost Rate. A single application by School System (SS) should be submitted for the elementary and high school district. A copy of this certification will be returned upon approval of your rate.

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal to establish the final indirect cost rate for the periods indicated above are allowable in accordance with the requirements of the Federal award(s) to which they apply and OMB Circular A-87, "Cost Principles for State and Local Governments." Unallowable costs have been adjusted in allocating costs as indicated in the attached Predetermined Indirect Cost Allocation - Schedule A.

(2) All costs included in the proposal are properly allocable to Federal awards on the basis of a beneficial or casual relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. In addition, similar types of costs have been accounted for consistently and the Office of Public Instruction will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Signature of District Superintendent or Board Chairperson	Street Address or P.O. Box	
<i>Jason A Butcher</i>	215 7th Avenue South	
Printed Name of Authorized Official	City	Zip Code
Jason Butcher	Lewistown	59457
Title	Date	
Superintendent	2/11/2013	

Send completed form to:
School Accounting and Budgeting
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501

ACCEPTED AND APPROVED FOR THE SUPERINTENDENT OF PUBLIC INSTRUCTION BY:

<p>Approved Rate for FY2014</p>	<p>Date Approved</p>
	<p>Signature</p>



Schedule A - Restricted Fixed Indirect Cost Rate

For FY2013-14 Using FY12 Expenditures

14 Fergus 0420 Lewistown Public Schools

0258 Lewistown Elem

Expenditure Function	Total Expenditures (A)	Direct and Unallowable Costs (B)	Indirect Costs (C)	Excluded Costs		
				Capital Outlay (D)	Debt Financing (E)	Other (F)
1XXX Instruction	4,092,337.34	4,074,365.34	0.00	17,972.00	0.00	0.00
21XX Support Services - Students	306,186.83	306,186.83	0.00	0.00	0.00	0.00
221X Improvement of Instruction Services	127,234.68	127,234.68	0.00	0.00	0.00	0.00
222X Educational Media Services	198,711.69	198,711.69	0.00	0.00	0.00	0.00
23XX Support Services - General Administration	152,059.42	152,059.42	0.00	0.00	0.00	0.00
24XX Support Services - School Administration	439,133.93	439,133.93	0.00	0.00	0.00	0.00
25XX Support Services - Business	325,276.11	46,450.67	272,351.23	6,474.21	0.00	0.00
26XX Operation and Maintenance of Plant Services	766,465.39	753,074.51	0.00	13,390.88	0.00	0.00
27XX Student Transportation Services	529,170.82	456,867.08	0.00	72,303.74	0.00	0.00
31XX Food Services	650,265.73	641,196.25	0.00	9,069.48	0.00	0.00
33XX Community Services	7.92	7.92	0.00	0.00	0.00	0.00
34XX Extracurricular - Activities	8,705.53	8,705.53	0.00	0.00	0.00	0.00
35XX Extracurricular - Athletics	56,740.47	56,740.47	0.00	0.00	0.00	0.00
4XXX Facilities Acquisition and Construction Services	94,708.80	0.00	0.00	94,708.80	0.00	0.00
62XX Resources Transferred to Other School Districts or Cooperatives	79,695.66	0.00	0.00	79,695.66	0.00	0.00
9999 Undistributed	309.56	309.56	0.00	0.00	0.00	0.00
Totals	7,827,009.88	7,261,043.88	272,351.23	293,614.77	0.00	0.00
Direct Costs Reclassified Indirect Costs	XXXXXXXXXXXX			XXXXXXX	XXXXXXXXXX	XXXX
Direct or Indirect Costs Reclassified as Excluded	XXXXXXXXXXXX					
Adjusted Totals	7,827,009.88					

Total expenditures include the general and special revenue funds (funds numbered less than 50) and exclude residual equity and operating transfers. Only costs in Funds 01, 14, 24, 25, 26, 28, 29 and the indirect cost recovery project in Fund 15 may be reclassified as indirect costs. Functions blocked with X's may not be reclassified as indirect costs, except for termination. A detailed listing of accounts is available upon request. Call Paul Taylor at 444-1257.



Schedule A - Restricted Fixed Indirect Cost Rate

For FY2013-14 Using FY12 Expenditures

14 Fergus 0420 Lewistown Public Schools

0259 Fergus H S

Expenditure Function	Total Expenditures (A)	Direct and Unallowable Costs (B)	Indirect Costs (C)	Excluded Costs		
				Capital Outlay (D)	Debt Financing (E)	Other (F)
1XXX Instruction	1,917,437.49	1,917,437.49	0.00	0.00	0.00	0.00
21XX Support Services - Students	166,249.77	166,249.77	0.00	0.00	0.00	0.00
221X Improvement of Instruction Services	37,857.04	37,857.04	0.00	0.00	0.00	0.00
222X Educational Media Services	128,621.17	128,621.17	0.00	0.00	0.00	0.00
23XX Support Services - General Administration	129,908.01	129,908.01	0.00	0.00	0.00	0.00
24XX Support Services - School Administration	346,717.59	337,731.59	0.00	8,986.00	0.00	0.00
25XX Support Services - Business	185,596.25	19,462.33	162,945.13	3,188.79	0.00	0.00
26XX Operation and Maintenance of Plant Services	650,788.78	632,447.90	0.00	18,340.88	0.00	0.00
27XX Student Transportation Services	518,769.58	252,484.32	0.00	266,285.26	0.00	0.00
33XX Community Services	3,438.52	3,438.52	0.00	0.00	0.00	0.00
34XX Extracurricular - Activities	50,945.88	50,945.88	0.00	0.00	0.00	0.00
35XX Extracurricular - Athletics	167,255.12	147,705.12	0.00	19,550.00	0.00	0.00
4XXX Facilities Acquisition and Construction Services	23,870.65	0.00	0.00	23,870.65	0.00	0.00
62XX Resources Transferred to Other School Districts or Cooperatives	9,188.17	0.00	0.00	9,188.17	0.00	0.00
9999 Undistributed	65.03	65.03	0.00	0.00	0.00	0.00
Totals	4,336,709.05	3,824,354.17	162,945.13	349,409.75	0.00	0.00
Direct Costs Reclassified Indirect Costs	XXXXXXXXXXXX			XXXXXXXXXX	XXXXXXXXXX	XXXXX
Direct or Indirect Costs Reclassified as Excluded	XXXXXXXXXXXX					
Adjusted Totals	4,336,709.05					

Total expenditures include the general and special revenue funds (funds numbered less than 50) and exclude residual equity and operating transfers. Only costs in Funds 01, 14, 24, 25, 26, 28, 29 and the indirect cost recovery project in Fund 15 may be reclassified as indirect costs. Functions blocked with X's may not be reclassified as indirect costs, except for termination. A detailed listing of accounts is available upon request. Call Paul Taylor at 444-1257.



Schedule A - Restricted Fixed Indirect Cost Rate

For FY2013-14 Using FY12 Expenditures

14 Fergus 0420 Lewistown Public Schools

Line A		2014		2014		Requested Reclassified Rate **		
		Calculated Rate	Reclassified Rate *	2014	Reclassified Rate *			
LE 0258 Lewistown Elem	Indirect/Direct	272,351.23 /	7,261,043.88	3.75%				
LE 0259 Fergus H S	Indirect/Direct	162,945.13 /	3,824,354.17	4.26%				
Line B Preliminary Indirect Cost Rates	LE	2010	2011	2012	2013	2014		
	0258 Lewistown Elem	0.0376	0.0412	0.0374	0.0420	3.75%		
	0259 Fergus H S	0.0442	0.0440	0.0482	0.0420	4.26%		
Line C Approved Indirect Cost Rates	LE	2010	2011	2012	2013	Reclassified Rate 2014		
	0258 Lewistown Elem	0.0405	0.0571	0.0000	0.0420			
	0259 Fergus H S	0.0612	0.0651	0.0000	0.0420			
Line D Higher of Preliminary or Approved Indirect Cost Rates	LE	2010	2011	2012	2013			
	0258 Lewistown Elem	0.0405	0.0571	0.0374	0.0420			
	0259 Fergus H S	0.0612	0.0651	0.0482	0.0420			
Line E Five Year Average with 5% Discount	LE					2014	LE Reclassified Rate	
	0258 Lewistown Elem					4.08%		
	0259 Fergus H S					4.92%		
Line F Average of LE's contained under one School System Code (SS)						SS Reclassified Rate		
	0420 Lewistown Public Schools						4.50%	

Your Preliminary Rate by School System (SS) is:
This same rate is applied to both EL and HS in the same SS.

Total expenditures include the general and special revenue funds (funds numbered less than 50) and exclude residual equity and operating transfers. Only costs in Funds 01, 14, 24, 25, 26, 28, 29 and the indirect cost recovery project in Fund 15 may be reclassified as indirect costs. Functions blocked with X's may not be reclassified as indirect costs, except for termination. A detailed listing of accounts is available upon request. Call Paul Taylor at 444-1257.



Schedule A - Restricted Fixed Indirect Cost Rate

For FY2013-14 Using FY12 Expenditures

14 Fergus 0420 Lewistown Public Schools

* Reclassified Rate Line A: Calculate the Reclassified Rate by reclassifying allowable expenditures from direct to indirect. Then calculate by applying the following formula to each LE, Indirect/Direct.

** "Requested Reclassified Rate" column is intended as space to calculate the adjusted indirect cost rate due to reclassification of expenditures.

Line B: This is a copy of the Calculated Rate using TFS expenditures.

Line C: Enter the requested Reclassified Rate (based on reclassifying TFS expenditures) by LE from Line A.

Line D: Copy the higher value by LE from Lines B or C.

Line E: Apply the following formula: Average (all values by LE in Line D) * .95. Do this once for the Elem and once for the HS.

Line F: Average together the results from Line E.

Total expenditures include the general and special revenue funds (funds numbered less than 50) and exclude residual equity and operating transfers. Only costs in Funds 01, 14, 24, 25, 26, 28, 29 and the indirect cost recovery project in Fund 15 may be reclassified as indirect costs. Functions blocked with X's may not be reclassified as indirect costs, except for termination. A detailed listing of accounts is available upon request. Call Paul Taylor at 444-1257.

Montana Automated Education Financial and Information Reporting System
1/4/2013 2:22:01PM PRD rpt\IndirectCostRateScheduleA.rpt

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

21

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

ITEM TITLE: APPROVE CONTRACT BETWEEN LEWISTOWN SCHOOL DISTRICT NUMBER ONE AND CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE FOR SPECIAL EDUCATION SERVICES FOR THE STAR PROGRAM

Requested By: Board of Trustees **Prepared By:** Jason Butcher **Date:** 03/11/2013

SUMMARY:

The Board of Trustees needs to approve the contract as attached between Lewistown School District Number One and Central Montana Learning Resource Center Cooperative (CMLRCC) for Special Education Services for the STAR program.

SUGGESTED ACTION: Approve Contract between Lewistown School District Number One and CMLRCC For Special Education Services for the STAR Program

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

NOTES:

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

CONTRACT

The parties to this contract are Lewistown School District #1, hereinafter referred to as the "District", and Central Montana Learning Resource Center Cooperative, hereinafter referred to as the "Contractor". The parties to this contract in consideration of the mutual promises and stipulations identified below agree as follows:

SECTION I

A. Purpose

The purpose of this contract is to secure and provide professional special education services for a day treatment special education program located in Lewistown Junior High in Lewistown, MT, hereinafter referred to as the "STAR Program".

B. Duties

The Contractor's duties include, but are not limited to the following:

- a. Hire, employ, and supervise a certified special education teacher and support staff who will provide direct instruction to students residing in the Yellowstone Boys and Girls Ranch Lewistown Group Home.
- b. Collaborate with the Yellowstone Boys and Girls Ranch personnel, parents, surrogates, and guardians to provide a Free Appropriate Public Education and an effective day treatment special education program for students served in the STAR Program.
- c. Conduct Evaluation Team Meetings and IEP Meetings and maintain educational records according to federal and state requirements. The District will provide support in accessing record transfers and enrollments in the AIMS program.
- d. The Director for the Contractor will serve as administrative contact between the District's staff for programmatic relationships which may include: accessing the general curriculum for individual students. The Director will compile year-end attendance reports and provide signed tuition agreements to the District Superintendent. The Director will serve as administrator for the student IEP and Evaluation Meetings, and for personnel screening, selection, and evaluation. The Director will provide on-going support for training and in-service for professional staff.

The District's duties include, but are not limited to the following:

- a. Facilitate enrollment of students from the Yellowstone Boys and Girls Ranch Lewistown Group Home in appropriate Lewistown Public Schools. Provide transcripts/credits and diplomas if earned while in residence.

- b. District will provide attendance records to Director for end-of-year reports.
- c. Provide all district testing materials for Yellowstone Boys and Girls Ranch Lewistown Group Home students.
- d. The District Superintendent will be the point of contact for District #1 and will provide necessary support to ensure the program's continuity with the Contractor and District.

SECTION II

A. Compensation

The total compensation for these services will be calculated on the following:

1. The District agrees to compensate the Contractor for serving students residing in the Yellowstone Boys and Girls Ranch Lewistown Group Home whose families reside in-district through existing fund contributions as established by the Management Board of the Central Montana Learning Resource Center Cooperative.
2. The District agrees to compensate the Contractor for students residing in the Yellowstone Boys and Girls Ranch Lewistown Group Home eligible for out-of-district reimbursement on a per diem basis. The per diem for out-of-district students for the school year 2012/2013 will be at an annual rate of \$11,564.87 per student. The per diem will be assessed on actual number of days of attendance for each out-of-district student from the Yellowstone Boys and Girls Ranch Lewistown Group Home. Payment for such services, provided by Contractor during the 2012/2013 school year, will be made when the tuition payment is received by the District from the Office of Public Instruction in the Fall of 2013.

B. Term

This contract will take effect upon signature of all parties and will continue in effect until June 30, 2013. Should the Yellowstone Boys and Girls Ranch cease operation of the Lewistown Group Home, this contract will terminate with closure of the group home.

Board Chair, Central Montana Learning Resource
Center Cooperative

Date

Board Chair, Lewistown School District #1

Date

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

22

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

ITEM TITLE: APPROVE TRUSTEE RESOLUTION CALLING FOR AN ELECTION

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades **Date:** 03/11/2013

SUMMARY:

The Board of Trustees needs to approve the Trustee Resolution Calling for an Election.

Attached is the Trustee Resolution Calling for an Election, an action the Board must take by March 28, 2013.

Please note the language calling for a levy election. At this time, you essentially have two choices as it relates to a General Fund Levy:

1. At the March 11 meeting, the Board may choose not to run a levy. To do so, the Board should move to strike the levy language from resolution and then approve the resolution as amended.
2. The Board may also choose to run a levy or postpone the decision. In either case, the Board should pass this resolution as presented. At the April 8 Board meeting, the Board will then need to finally determine the amount of the levy request. The Board could also choose not to run the levy simply by setting the levy amount at zero at that time.

SUGGESTED ACTION: Approve Trustee Resolution Calling for an Election

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

NOTES:

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

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

03/11/2013

Agenda Item No.

23

- 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:** 03/11/2013

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

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

NOTES:

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

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

PERSONNEL REPORT FOR BOARD ACTION

DATE: March 11, 2013

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>COMMENTS</i>
GUYER, Justin	First Assistant Tennis Coach	Fergus High School	Approve appointment on schedule—(0.105)	March 11, 2013	See attached memo.
GRUENER, Matt	Assistant Tennis Coach	Fergus High School	Approve appointment on schedule—(0.085)	March 11, 2013	See attached memo.
DAVIS, Mike	Volunteer Girls Softball Coach	Fergus High School	Approve on appointment on a volunteer basis	March 11, 2013	See attached memo.
ROWE, Steven	Custodian	Fergus High School	Approve appointment on schedule—MAINT II Step 0 for up to 8 hours per day 260 days per year	February 25, 2013	See attached hiring recommendation.



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

TO: Jason Butcher, Superintendent of Schools
FROM: Jim Daniels, Athletic Director / Jeff Elliott, Activities Director
DATE: March 6, 2013
RE: Extracurricular Contract(s)

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

Fergus High School:

Tennis

Justin Guyer	First Assistant Coach	(0.105)	\$3,191.37
Matt Gruener	Assistant Coach	(0.085)	\$2,583.49

Sam Helmer was approved as the 1st Assistant Tennis Coach in July 2012, but is unable to fulfill that assignment. Justin Guyer, who was approved as the Assistant Coach, will be moved to First Assistant Coach. Matt Gruener is being recommended to fill the open position.

Girls Softball

Mike Davis	Volunteer Coach
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LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

HIRING RECOMMENDATION

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

Steven Rowe

For:

Job Title Custodian

Classification MAINT II

Step 0

Work location Fergus High School

Date Effective February 25, 2013

Days per yr/Hrs per day 260 days per year / 8 hours per day

SELECTION COMMITTEE: Joel Bennett

Paul Stengel

RECOMMENDATION APPROVED

RECOMMENDATION NOT APPROVED

Superintendent of Schools

If approved, the Superintendent will recommend to the Trustees at their Regular Board meeting on March 11, 2013.

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

Jeremy Bristol
Joe Irish
Phil Koterba
Lisa Pierce
Barbara Thomas
Monte Weeden

LEWISTOWN PUBLIC SCHOOLS
2012-2013 SCHOOL CALENDAR

A. Pupil Instruction

First Semester					89 Days	Second Semester					90 Days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
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
					46						47
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
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						43
					43						

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

			Totals
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 (Evening Only on Nov 7, All Day on Nov 8)		1.5
January 21	PIR		1.0
April 4	Parent Teacher Conference Evening <u>ONLY</u> (Regular School Day for Students)		0.5
			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 (Vacation Day for Students)
November 9	Vacation Day
November 21-23	Thanksgiving Vacation
December 24-January 1	Winter Break
January 21	PIR (Vacation day for Students)
February 22	Vacation Day
March 29-April 1	Spring Break
May 27	Memorial Day