

BOARD OF TRUSTEES
Sun River Valley School District #55F
School Board Meeting, Tuesday, August 10, 2021
Simms High School -- High School Business Room 7:00 P.M.
Meeting Agenda

1. **Call Meeting to Order – Pledge of Allegiance**
2. **Consent Agenda**
 - a. Regular Meeting June 8, 2021 Action
 - b. Special Meeting June 13, 2021 Action
 - c. Elementary Claims Approval for June/July/August 2021 Action
 - d. High School Claims Approval for June/July/August 2021 Action
3. **Correspondence**
 - a. Consider to Approve Resignations
 - KC Johnson – Head Coach Girls MS Basketball Action
 - Theresa Keller – Custodial – Fort Shaw Action
 - Carly Peterson – Assistant Girls Basketball HS Action
 - b. Scholarship Correspondence
4. **Discussion**
 - a. MTSBA Region 5 Director Election
 - b. RE-Opening Plan
5. **Public Comment**
6. **Reports: Facilities, Student Council, Colony, PK-5 Principal, Principal/Athletic Director, Business Manager, Superintendent/Transportation**
7. **Old Business**
 - Consider to Approve New Recommended Policies – 2nd Reading
 - Policy 3413 – Student Immunization Action
 - Policy 5320 – Prevention of Disease Transmission Action
 - Policy 8129 – Chemical Safety Action
 - Policy 8131 – Indoor Air Quality Action
 - Policy 8302 – Noxious Plant and Animal Control Action
 - Policy 8303 – Facility Cleaning and Maintenance Action
 - Policy 8302 – Construction and Repairs Action
8. **New Business**
 - a. Consider to Approve MTSBA Policy
 - Policy 1905 Covid-19 Emergency Measures Action
 - Policy 2170 Digital Academy Classes Action
 - Policy 2170P Digital Academy Classes Action
 - Policy 2332 Religion and Religious Activities Action
 - Policy 2600 Work Based Learning Program Action
 - Policy 2600F Work Based Learning Agreement Action
 - Policy 2600P Work Based Learning Insurance Action
 - Policy 3121 Enrollment and Attendance Records Action
 - Policy 3150 Part-time Attendance Action
 - Policy 3233 Student Use of Buildings Action
 - Policy 3311 Firearms Action
 - Policy 3413 Student Immunization Action
 - Policy 3510 School-Sponsored Student Activities Action
 - Policy 3550 Student Clubs Action
 - Policy 3550F Student Club Application Action
 - Policy 4211 Community Relations Action
 - Policy 4331 Use of School Property Action
 - b. Review Annual Goals and Objectives Policy #1610 Plan on a Page Action
 - c. Consider Out of District Attendance Agreements (See attached Lists)
 - Elementary Action
 - High School Action
 - d. Consider Multi-District Agreement - Edgenuity Action
 - e. Consider to Accept Kindergarten (Young) Students Action
 - f. Consider Personnel Hiring – Consider to Hire Classified
 - HS Girls Basketball Head Coach – Carly Peterson Action
 - Assistant HS FB – Glen Ferguson Action
 - Kitchen Full Time – Jan McKeown Action
 - PK-12 Substitute – Rachel Nolan Action
 - SPED Paraprofessional 6-12 – Samuel Perkins Action
 - g. Consider Personnel Hiring – Classified Maintenance
 - Todd Larson – Maintenance Fort Shaw/Simms Action
 - h. Consider Personnel Hiring – Consider to Hire Certified
 - K-12 Librarian – Katie Parchen Action
 - 7-12 English – Melody Fleming Action
 - i. Consider Removing Shianne Currey from Bank Accounts Action
 - j. Consider Bank Resolution – Add Holly Kincaid to Bank Accounts Action
 - k. Consider Bank Resolution – Add Becky Hart to Bank Accounts Action
 - l. Consider to Approve Out of State Travel Action
 - m. Consider to Approve the 6-12 Student Handbook Action
 - n. Consider to Approve the PK – 5 Student Handbook Action
 - o. Consider Increase in Substitute Pay Action
 - p. Consider to Close Accounts Action
 - q. Consider to Adopt the 2021-2022 Elementary School Budget Action
 - r. Consider to Adopt the 2021-2022 High School Budget Action
 - s. Tour of District School Facilities
 - t. Adjournment
9. **Adjournment**

Citizens may comment on items appearing on the agenda when invited to participate during that agenda item by the Board Chair. Citizens may comment on items related to School District business not appearing on this agenda during the public comment portion of the meeting. Information about this agenda, including the Board packet and supplemental documents, is available at the School District office. Please contact the office if you have any questions.

The Board Chair is authorized to adjust the order of non-action agenda items to accommodate scheduling needs of interested parties

	Steinke	Rushon	Wiegand	Relfer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Consent Agenda—Action

Agenda Item: 2 a, b, c and d

Topic:

Consent Agenda Board Policy 1420

Background:

To expedite business at its meetings, the Board approves the use of a consent agenda, which includes those items considered to be routine in nature. Any item that appears on the consent agenda may be removed by a member of the Board. It is strongly suggested that any Board member who wishes to remove an item from the consent agenda give advance notice in a timely manner to the Superintendent. Remaining items will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

Discussion:

Recommendations:

Sun River Valley School District Board of Trustees

DRAFT

Regular School Board Meeting

7:00 PM

June 8, 2021 Tuesday

PRESENT:

VISITORS:

*Ken Steinke, Board Chair
*Shantel Herman, Vice-Chair
*TJ Reifer
*Kris Rushton
*Camille Wiegand
*Dave Marzolf, Superintendent
*Luke McKinley, 6-12 Principal/AD
*Belinda Klick, Clerk

ABSENT:

Shianne Currey, PK-5 Principal

.....
Ken called the meeting to order @ 7:00 p.m.

Pledge of Allegiance

CONSENT AGENDA:

Approve Minutes Regular Meeting May 11, 2021

Action Taken: TJ Reifer, motion to approve

Kris Rushton 2nd

Motion passed unanimously.

Approve Minutes Special Meeting June 1, 2021

Action Taken: Kris Rushton, motion to approve

TJ Reifer 2nd

Motion passed unanimously.

Elementary Claims

Action Taken: TJ Reifer, motion to approve

Shantel Herman 2nd

Motion passed unanimously

High School Claims

Action Taken: Kris Rushton, motion to approve

TJ Reifer 2nd

Motion passed unanimously.

CORRESPONDENCE

Resignation Shianne Currey - Elementary Principal

Action Taken: Shantel Herman, motion to approve

TJ Reifer 2nd

Motion passed unanimously.

Resignation Colleen Green – Paraprofessional

Action Taken: TJ Reifer, motion to approve

Shantel Herman 2nd

Question: Will she continue to coach? Yes HS Tennis.

Motion passed unanimously.

Consider in District Transfer – Josh Sheldon 6-12 Title

Action Taken: Shantel Herman, motion to approve

TJ Reifer 2nd

Motion passed unanimously.

Consider in District Transfer – Meghan Huffman 3rd Grade Fort Shaw

DRAFT

Action Taken: Camille Wiegand, motion to approve
TJ Reifer 2nd

Motion passed unanimously.

Robert Squires: Dave, we didn't have anyone in house apply for engineering so we opened it up online. Mackenzie Wiegand will be the recipient this year.

Benefis Health Foundation: Luke, Volleyball we had Pack the House in Pink. Letter from Sletten thanking the school for the donation.

DISCUSSION

PUBLIC COMMENT: None

REPORTS:

Negotiations: No report

Facilities: Dave,

Colony: No report.

Student Council: No report.

Elementary Principal: Shianne, no report.

High School Principal/Athletic Director: Luke, information included in the packet.

Additional information: We're changing the number of credits required for the high school students. They will need 1 more Science and 1 less for Health Enhancement. It won't affect the seniors for next year (Class of 2022). The spring sports have wrapped up and everyone had a great season. MHSA has passed Home School students may participate in our extra-curricular. Concerns are grades and eligibility.

Business Manager: Belinda, we made it...congratulations to everyone who helped us get to where we are today. The auditors will be here tomorrow and Thursday. I head to Billings Monday for my summer conference. When I return it will be fiscal year-end closeout.

Superintendent/Transportation: Dave, Safe Return to School. Post on website by June 24, 2021. Every quarter we need to seek public input so it will be on the agenda. Historical Society wants to use the facilities in Fort Shaw. We've completed the ESSER II grant. This will fund Title, Counselor, Custodial and Kitchen. Colony position open. Possibly offer a bus to Fort Shaw. DEQ will require us to figure out a plan for all the lead piping.

OLD BUSINESS:

Consider Appointment – Board Vacancy: KC Johnson is interested in the vacancy.

NEW BUSINESS

Consideration for Extracurricular Personnel Hiring for 2021-2022

Action Taken: Shantel Herman, motion to approve Dace Steinke
TJ Reifer 2nd

Yes: Kris, TJ, Shantel, Camille

Abstain: Ken

Motion passed.

Action Taken: Shantel Herman, motion to approve
Kris Rushton 2nd

Motion passed unanimously.

Consider to Approve Required Changes to Existing Policies

3310 – Student Discipline

3311 – Firearms and Other Weapons (**Option 3**)

3416 – Administering Medication to Students

3417 – Communicable Diseases

4315 – Visitor and Spectator Conduct

4332 – Conduct on School Property (**Option 1**)

5223 – Personal Conduct

5325 – Breastfeeding in the School and Workplace

8130 – Air Quality Restrictions (**Blanks are filled in already**)

DRAFT

- 8200 – Food Services
- 8301 – District Safety
- 8410 – Operation and Maintenance of District Facilities
- 8411 – Water Supply Systems
- 8421 – Lead Renovation

Action Taken: Camille Wiegand, motion to approve
Kris Rushton 2nd

Motion passed unanimously.

Consider to Approve MTSBA Policy – 1st Reading

- 3413 – Student Immunization
- 5320 – Prevention of Disease Transmission
- 8129 – Chemical Safety
- 8131 – Indoor Air Quality
- 8302 – Noxious Plant and Animal Control
- 8303- Facility Cleaning and Maintenance
- 8502 – Construction and Repairs

Action Taken: Camille Wiegand, motion to approve
Shantel Herman 2nd

Motion passed unanimously.

Consideration to Approve Bus Routes 2021-2022

Action Taken: Kris Rushton, motion to approve
TJ Reifer 2nd

Motion passed unanimously.

Consider Closing Class of 2021 Account

Action Taken: Shantel Herman, motion to approve
TJ Reifer 2nd

Motion passed unanimously.

Consider Opening Class of 2028 Account

Action Taken: TJ Reifer, motion to approve
Shantel Herman 2nd

Motion passed unanimously.

Consider Approving Elementary Interim Principal

Tabled.

Consider Voiding Checks: #14468, #250420 and reissue using #250688

Action Taken: TJ Reifer, motion to approve
Shantel Herman 2nd

Motion passed unanimously.

Consider to Dismiss July 2021 School Board Meeting

Action Taken: TJ Reifer, motion to approve
Camille Wiegand 2nd

Motion passed unanimously.

Consider to Approve Out of State Travel for FFA

Action Taken: Camille Wiegand, motion to approve
TJ Reifer 2nd

Question: Travel to Indiana October 27-30

Yes: Kris, TJ, Ken, Camille

Abstain: Shantel

Motion passed.

Consider Approving Multidistrict Agreement

Action Taken: Shantel Herman, motion to approve
TJ Reifer 2nd

Motion passed unanimously.

Consider to Approve Attendance Agreements

Action Taken: TJ Reifer, motion to approve Elementary

DRAFT

Shantel Herman 2nd

Motion passed unanimously.

Action Taken: TJ Reifer, motion to approve High School

Kris Rushton 2nd

Question: 2 HS students will be receiving a letter 6/9/2021 they weren't brought to the board for approval.

Motion passed unanimously.

Consider to Approve Superintendent Contract 2023-2024

Action Taken: Shantel Herman, motion to approve

Camille Wiegand 2nd

Motion passed unanimously.

Consider to Hire Assistant Business Manager Becky Hart

Action Taken: TJ Reifer, motion to approve

Shantel Herman 2nd

Question: Becky will continue her tech duties ½ time.

Motion passed unanimously.

Adjournment:

Camille Wiegand, motion to adjourn the meeting

TJ Reifer 2nd

Ken Steinke adjourned the meeting at 7:38 p.m.

Ken Steinke, Board Chair

Belinda K. Klick, Clerk

Sun River Valley School District
Board of Trustees
JUNE 8, 2021
Regular Board Meeting
Signup Sheet / Attendance

Signature	Printed Name	Item of Concern
1. <i>Carly Paterson</i>	<i>Carly Paterson</i>	<i>B</i>
2. <i>Becky Hart</i>	<i>Becky Hart</i>	<i>n/a</i>
3. <i>KC Johnson</i>	<i>KC Johnson</i>	
4. <i>Lynnette Sheldon</i>	<i>Lynnette Sheldon</i>	
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06/22/21
10:59:27

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 6/21

Page: 1 of 4
Report ID: AP100H

ementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/				Obj Proj	
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
4676	599 VISA	5,081.15						
3	CC-90 04/13/21 TURBOJAV 500 GRAMS	94.00		101	625			
		CC Accounting: 101-538-720-3500-610						
4	CC-90 04/15/21 TRACK COLOR BLAZE	224.92		101	625			
		CC Accounting: 101-538-720-3500-610						
6	CC-90 04/15/21 BURN PERMIT	2.50		101	625			
		CC Accounting: 101-173-100-2600-810						
7	CC-90 04/15/21 BURN PERMIT	2.50		101	625			
		CC Accounting: 101-538-100-2600-810						
10	CC-90 04/15/21 COLORED INK ART	64.48		115	625			116
		CC Accounting: 115- -420-1000-610-116						
11	CC-90 04/20/21 CARROLL THEATRE	88.00		115	625			116
		CC Accounting: 115- -420-1000-610-116						
12	CC-90 04/21/21 MS/HS TRACK ATHLETIC NET	77.49		101	625			
		CC Accounting: 101-538-720-3500-810						
15	CC-90 04/29/21 27 VERBATIM OPTICAL MOUSE	134.73		115	625			444
		CC Accounting: 115-402-423-1000-610-444						
17	CC-90 04/27/21 VOYAGER SOPRIS LEARNING	160.91		115	625			444
		CC Accounting: 115-402-423-1000-610-444						
20	CC-90 05/10/21 ANGLERS DELUXE FLY KITS	385.49		115	625			116
		CC Accounting: 115- -420-1000-610-116						
21	CC-90 05/11/21 HOLT MATH	355.00		115	625			116
		CC Accounting: 115- -420-1000-640-116						
22	CC-90 05/11/21 SIGNS FSE	37.47		115	625			116
		CC Accounting: 115- -420-1000-610-116						
23	CC-90 05/02/21 BARNES & NOBLES GC	416.18		101	625			
		CC Accounting: 101- 1-100-1016-610						
24	CC-90 05/12/21 WRESTLING SHIRTS	5.10		101	625			
		CC Accounting: 101-173-100-2300-610						
25	CC-90 05/12/21 WRESTLING SHIRTS	5.10		101	625			
		CC Accounting: 101-538-100-2300-610						
26	CC-90 05/12/21 WRESTLING SHIRTS	4.80		101	625			
		CC Accounting: 101-657-100-2300-610						
28	CC-90 05/11/21 REAL OT SOLUTIONS	616.59		115	625			444
		CC Accounting: 115-402-423-1000-610-444						
29	CC-90 05/12/21 MINI GLUE, HIGHLIGHTERS, TISSU	209.43		115	625			444
		CC Accounting: 115-402-423-1000-610-444						
30	CC-90 05/11/21 DRAWING, PAINTING, HOW TO TEAC	52.87		115	625			444
		CC Accounting: 115-402-423-1000-610-444						
31	CC-90 05/11/21 ART FOR CHILDREN	19.45		115	625			444
		CC Accounting: 115-402-423-1000-640-444						
33	STATEMENT 04/19/21 P Favors	15.99	5401	115	570-1000		610	208
NOT LISTED								
34	STATEMENT 04/19/21 Pocket Folders 25pk	28.56	5401	115	570-1000		610	208
NOT LISTED								
35	STATEMENT 04/19/21 Dstelin Bindr clips 100ct	9.99	5401	115	570-1000		610	208
NOT LISTED								

06/22/21
10:59:28

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 6/21

Page: 2 of 4
Report ID: AF100H

Elementary School

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
36		STATEMENT 04/19/21 Scissors, iBayam 8in 3pk	14.42	5401	115	570-1000	610	208
	NOT LISTED							
37		STATEMENT 04/19/21 Jcpen Magnetic Alphabet #	12.99	5401	115	570-1000	610	208
	NOT LISTED							
38		STATEMENT 04/19/21 Samsill 3 ring orange 2pk	22.98	5401	115	570-1000	610	208
	NOT LISTED							
39		STATEMENT 04/19/21 Dstelin Lrg clips 24pk	6.99	5401	115	570-1000	610	208
	NOT LISTED							
40		STATEMENT 04/19/21 Laminating pouches 100pk	13.99	5401	115	570-1000	610	208
	NOT LISTED							
41		STATEMENT 04/19/21 Hot glue gun 30pcs	11.98	5401	115	570-1000	610	208
	NOT LISTED							
42		STATEMENT 04/19/21 4pk rubber cement	16.66	5401	115	570-1000	610	208
	NOT LISTED							
43		STATEMENT 04/19/21 Expo assorted 36 ct	24.69	5401	115	570-1000	610	208
	NOT LISTED							
44		STATEMENT 04/19/21 Learn Resource Gallan set	29.98	5401	115	570-1000	610	208
	NOT LISTED							
45		STATEMENT 04/19/21 500 Pc Wax Yarn sticks	11.28	5401	115	570-1000	610	208
	NOT LISTED							
46		STATEMENT 04/19/21 Dice Set of 10	4.14	5401	115	570-1000	610	208
	NOT LISTED							
47		STATEMENT 04/19/21 Elmers Glue sticks 60ct	3.19	5401	115	570-1000	610	208
	NOT LISTED							
48		STATEMENT 04/28/21 TM Holt MSM Course 1	23.27	5408	115 405	423-1000	640	444
	NOT LISTED							
49		STATEMENT 04/28/21 TM Holt MSM Course 2	11.75	5408	115 405	423-1000	640	444
	NOT LISTED							
50		STATEMENT 04/28/21 TM Holt MSM Course 3	29.96	5408	115 405	423-1000	640	444
	NOT LISTED							
51		STATEMENT 04/28/21 ADDITIONAL	39.74		115 405	423-1000	640	444
52		STATEMENT 04/28/21 Crayola Broad Line Marker	11.95	5409	115	420-1000	610	116
	NOT LISTED							
53		STATEMENT 04/28/21 CHEDMADE 9.5 inch round t	124.95	5409	115	420-1000	610	116
	NOT LISTED							
54		STATEMENT 04/28/21 2 pounds ceramic pie crus	31.98	5409	115	420-1000	610	116
	NOT LISTED							
55		STATEMENT 04/28/21 SiliQueen Silicone Pastry	71.96	5409	115	420-1000	610	116
	NOT LISTED							
56		STATEMENT 04/28/21 Schmetz Universal Sewing	12.95	5409	115	420-1000	610	116
	NOT LISTED							
57		STATEMENT 04/28/21 ADDITIONAL	46.19		115	420-1000	610	116
58		STATEMENT 04/28/21 Anizer Calculator Holder3	12.98	5420	115	420-1000	610	116
	NOT LISTED							
59		STATEMENT 04/28/21 Expo Markers 36ct	59.76	5420	115	420-1000	610	116
	NOT LISTED							
60		STATEMENT 04/28/21 EAI 350 Calculator 10p	89.96	5420	115	420-1000	610	116
	NOT LISTED							

06/22/21
10:59:28

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 6/21

Page: 3 of 4
Report ID: AP100H

ementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct./Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
61 NOT LISTED	STATEMENT 04/28/21 2 storage clipboard	19.90	5420	115	420-1000	610	116
62 NOT LISTED	STATEMENT 04/28/21 24 ct marker	17.88	5420	115	420-1000	610	116
63 NOT LISTED	STATEMENT 04/28/21 Soft core colored pencils	35.51	5420	115	420-1000	610	116
64 NOT LISTED	STATEMENT 05/05/21 Champion Sports Rhino Ski	69.31	5412	115	420-1000	610	116
65	STATEMENT 05/05/21 ADDITIONAL	1.02		115	420-1000	610	116
66 NOT LISTED	STATEMENT 05/03/21 Champ sports bowling set1	176.38	5414	115	420-1000	610	116
67 NOT LISTED	STATEMENT 05/03/21 10 pac reversable pennies	59.95	5414	115	420-1000	610	116
68 NOT LISTED	STATEMENT 05/03/21 natural hemp manila jute	149.00	5414	115	420-1000	610	116
69	STATEMENT 05/03/21 ADDITIONAL	33.98		115	420-1000	610	116
Claim Total for District		4,315.17					
4677	102054 ACADIA MONTANA	1,979.04					
1	06/20/21 SIMMS	1,979.04		115	100-1000	340	105
Claim Total for District		1,979.04					
4678	102493 HOUGHTON MIFFLIN HARCOURT	1,284.56					
1	955214459 06/01/21 JOURNEYS 2ND GRADE	155.00	5437	115 402	423-1000	640	444
2	955214459 06/01/21 JOURNEYS 3RD GRADE	155.00	5437	115 402	423-1000	640	444
3	955214459 06/01/21 JOURNEYS 4TH GRADE	155.00	5437	115 402	423-1000	640	444
4	955214459 06/01/21 JOURNEYS 5TH GRADE	155.00	5437	115 402	423-1000	640	444
5	955214459 06/01/21 JOURNEYS TASK	542.50	5437	115 402	423-1000	640	444
6	955214459 06/01/21 SHIPPING	122.06	5437	115 402	423-1000	640	444
Claim Total for District		1,284.56					
4679	103275 POWER SYSTEMS	297.60					
1	8718162 06/04/21 60 lb mega slam ball	75.12	5433	117 538	610-1000	610	
3	8718162 06/04/21 SHIPPING	73.68	5433	117 538	610-1000	610	
Claim Total for District		148.80					
Total Elementary School		7,727.57					

06/22/21
10:59:28

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 6/21

Page: 4 of 4
Report ID: AP100H

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Claim Warrant	Vendor #/Name	Claim \$				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
4676	599 VISA	5,081.15				
5	CC-90 04/15/21 TRACK COLOR BLAZE	224.93		201	625	
		CC Accounting: 201-174-720-3500-610				
8	CC-90 04/15/21 BURN PERMIT	5.00		201	625	
		CC Accounting: 201-174-100-2600-810				
9	CC-90 04/22/21 FCS SUPPLIES	85.59		201	625	
		CC Accounting: 201- 2-100-1048-610				
13	CC-90 04/21/21 MS/HS TRACK ATHLETIC NET	77.50		201	625	
		CC Accounting: 201-174-720-3500-810				
14	CC-90 04/25/21 FCS SUPPLIES	116.79		201	625	
		CC Accounting: 201- 2-100-1048-610				
16	CC-90 05/03/21 FCS SUPPLIES	91.63		201	625	
		CC Accounting: 201- 2-100-1048-610				
18	CC-90 05/06/21 ADVANCING TWICE-EXCEPTIONAL	45.00		215	625	360
		CC Accounting: 215- -361-1000-810-360				
19	CC-90 05/10/21 FCS SUPPLIES	67.84		201	625	
		CC Accounting: 201- 2-100-1048-610				
27	CC-90 05/12/21 WRESTLING SHIRTS	15.00		201	625	
		CC Accounting: 201-174-100-2300-610				
32	CC-90 05/10/21 FCS SUPPLIES	36.70		201	625	
		CC Accounting: 201- 2-100-1048-610				
	Claim Total for District	765.98				
4679	103275 POWER SYSTEMS	297.60				
2	8718162 06/04/21 60 lb mega slam ball	75.12	5433	217 174 610-1000		610
4	8718162 06/04/21 SHIPPING	73.68	5433	217 174 610-1000		610
	Claim Total for District	148.80				
	Total High School	914.78				

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
4680		102377 SAM'S MASTERCARD	3,868.23						
1		STATEMENT 06/16/21 EMBROIDERY PRO	2,634.25	5441	215	452-1000	610	868	
NOT LISTED									
2		STATEMENT 06/16/21 EMBROIDERY PRO	365.74	5441	215	452-1000	610	868	
NOT LISTED									
3		STATEMENT 06/07/21 VERNIER LABQUEST	426.32	5441	215	453-1000	610	868	
NOT LISTED									
4		STATEMENT 06/18/21 GRAHIC PENS, SD CARDS	312.44	5441	215	452-1000	610	868	
NOT LISTED									
5		STATEMENT 06/04/21 ADV BIOLOGY ANATOMY	49.09	5441	215	453-1000	610	868	
NOT LISTED									
6		STATEMENT 06/04/21 ADV BIOLOGY ANATOMY	80.39	5441	215	327-1000	610	601	
NOT LISTED									
4681		599 VISA	423.41						
1		STATEMENT 05/26/21 AIRBNB DEER LODGE	348.41	5442	215	453-1000	300	868	
NOT LISTED									
2		STATEMENT 05/26/21 GERMINATE CONFERENCE	75.00	5442	215	453-1000	300	868	
NOT LISTED									
		# of Claims	2						
		Total:	4,291.64						
			4,291.64						

07/19/21
10:20:09

SIMMS HIGH SCHOOL
Reconciliation Report for 06/01/21 to 06/30/21

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance 100889.33
Plus Outstanding Checks 1640.10
Minus Outstanding Deposits 0.00

Balance 102529.43

Minus Receipts in Transit 0.00

Statement Balance 102529.43

a True Bank Statement

Debits

Checks Cleared 6565.12
Misc Charges 0.00

Total Debits 6565.12 *OK*

Credits

Deposits Cleared 13588.05
Misc Earnings 0.00

Total Credits 13588.05 *OK*

07/19/21
10:28:24

SIMMS HIGH SCHOOL
Statement of Activity by Account Group for 06/01/21 to 06/30/21

Page: 1 of 1
Report ID: S100G

Account Group	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc.		Balance
			in Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
300 SIMMS HIGH SCHOOL	91892.34	4591.06	0.00	13588.05	0.00	0.00	0.00	0.00	100889.33
700 MONEY MARKET TETON BANKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
899 MISC CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total for Student Accounts	91892.34	4591.06	0.00	13588.05	0.00	0.00	0.00	0.00	100889.33
Bank Account Totals	91892.34	4591.06	0.00	13588.05	0.00	0.00	0.00	0.00	100889.33

Bank Balance 100889.33
Plus Outstanding Checks 1640.10
Minus Outstanding Deposits 0.00

Balance 102529.43

Minus Receipts in Transit 0.00

Statement Balance 102529.43

*True Bank
Statement*

08/04/21
12:14:55

FORT SHAW ELEMENTARY SCHOOL
Reconciliation Report for 06/01/21 to 06/30/21

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance 20558.69
Plus Outstanding Checks 0.00
Minus Outstanding Deposits 0.00

Balance 20558.69

Minus Receipts in Transit 0.00

Statement Balance 20558.69

a True Statement

Debits

Checks Cleared 3596.90
Misc Charges 0.00

Total Debits 3596.90

AK

Credits

Deposits Cleared 0.00
Misc Earnings 0.00

Total Credits 0.00

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 1 of 12
Report ID: AP100H

ementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
4682	100933 3 RIVERS COMMUNICATIONS	840.24					
1	STATEMENT 07/01/21 264-5110	102.28		101 173 100-2500		531	
2	STATEMENT 07/01/21 264-5110	102.29		101 538 100-2500		531	
4	STATEMENT 07/01/21 264-5104	107.77		101 173 100-2500		531	
5	STATEMENT 07/01/21 264-5104	107.78		101 538 100-2500		531	
	Claim Total for District	420.12					
4683	103040 AMERICAN FIDELITY ADMINISTRATIVE	100.00					
1	52379 06/15/21 JUNE TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 173 100-2500		350	
2	52379 06/15/21 JUNE TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 538 100-2500		350	
3	52379 06/15/21 JUNE TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 657 100-2500		350	
	Claim Total for District	75.00					
4684	101547 AQUA TECH LABORATORY	20.00					
1	34762 06/28/21 SIMMS MONTHLY COLIFORM TESTING	5.00		101 538 100-2600		421	
	Claim Total for District	5.00					
4685	102744 AT & T MOBILITY	132.11					
1	STATEMENT 06/02/21 231-9449	33.02		101 173 100-2500		531	
2	STATEMENT 06/02/21 231-9449	33.03		101 538 100-2500		531	
	Claim Total for District	66.05					
4686	100850 BENEFIS HEALTHCARE	32.68					
4	74800036 04/28/21 PT SW, TRAVEL TIME & MILEAGE	32.68		101 173 280-2160		350	
	Claim Total for District	32.68					
4687	100855 BLACK MOUNTAIN SOFTWARE INC	15,937.00					
1	26845 06/01/21 ANNUAL MAINTENANCE 2021-2022	2,709.29		101 173 100-2500		810	
2	26845 06/01/21 ANNUAL MAINTENANCE 2021-2022	2,709.29		101 538 100-2500		810	
3	26845 06/01/21 ANNUAL MAINTENANCE 2021-2022	2,549.92		101 657 100-2500		810	
	Claim Total for District	7,968.50					
4689	102300 CENGAGE LEARNING	1,591.75					
1	506589 08/13/20 RESEARCH DATA BASE	318.35		115 401 423-1000		610 444	
2	506589 08/13/20 RESEARCH DATA BASE	318.35		115 402 423-1000		610 444	
3	506589 08/13/20 RESEARCH DATA BASE	318.35		115 403 423-1000		610 444	
4	506589 08/13/20 RESEARCH DATA BASE	318.35		115 404 423-1000		610 444	
5	506589 08/13/20 RESEARCH DATA BASE	318.35		115 405 423-1000		610 444	
	Claim Total for District	1,591.75					
4690	100945 CURTISS SERVICE CENTER	1,808.86					
1	STATEMENT 06/30/21 FUEL	452.21		110 173 100-2700		624	
2	STATEMENT 06/30/21 FUEL	452.22		110 538 100-2700		624	
	Claim Total for District	904.43					

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 2 of 12
Report ID: AP100H

mentary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4692	100827 GTCC	5,965.00				
1	2021-2022 MEMBERSHIP	514.25		101 173 100-2500		810
2	2021-2022 MEMBERSHIP	514.25		101 538 100-2500		810
3	2021-2022 MEMBERSHIP	484.00		101 657 100-2500		810
5	2021-2022 PROFESSIONAL DEVELOP	499.80		101 173 100-2500		810
6	2021-2022 PROFESSIONAL DEVELOP	499.80		101 538 100-2500		810
7	2021-2022 PROFESSIONAL DEVELOP	470.40		101 657 100-2500		810
	Claim Total for District	2,982.50				
4693	576 GREAT FALLS TRIBUNE	729.14				
2	GF3102590 1 YEAR SUBSCRIPTION FORT SHAW	324.00		101 173 100-1000		650
	Claim Total for District	324.00				
4694	102718 HIGHLINE COMMUNICATIONS	675.00				
1	82016 06/02/21 2021-2022 REPEATER SITE RENTAL	168.75		110 173 100-2700		810
2	82016 06/02/21 2021-2022 REPEATER SITE RENTAL	168.75		110 538 100-2700		810
	Claim Total for District	337.50				
4695	680 HOBART SALES & SERVICE	3,301.63				
1	ZC155245 06/23/16 HOBART DISHWASHER PUMP HOUSI	630.09				
				112 173 910-3100		440
2	ZC155245 06/23/16 HOBART DISHWASHER PUMP HOUSI	1,260.19		112 174 910-3100		440
3	ZC155245 06/23/16 HOBART DISHWASHER PUMP HOUSI	630.10		112 538 910-3100		440
4	ZC155246 06/23/21 HUBBELL BOOSTER HEATING ELEM	195.31		112 173 910-3100		440
5	ZC155246 06/23/21 HUBBELL BOOSTER HEATING ELEM	390.63		112 174 910-3100		440
6	ZC155246 06/23/21 HUBBELL BOOSTER HEATING ELEM	195.31		112 538 910-3100		440
	Claim Total for District	3,301.63				
4696	103214 HUBERT COMPANY	1,709.72				
1	414707 06/23/21 GUARD, BUFFET BREATH, SERVEWEL	264.63				
				112 173 910-3100		610
2	414707 06/23/21 GUARD, BUFFET BREATH, SERVEWEL	529.26		112 174 910-3100		610
3	414707 06/23/21 GUARD, BUFFET BREATH, SERVEWEL	264.63		112 538 910-3100		610
4	414708 06/16/21 6' SNEEZEGUARD	162.80		112 173 910-3100		610
5	414708 06/16/21 6' SNEEZEGUARD	325.60		112 174 910-3100		610
6	414708 06/16/21 6' SNEEZEGUARD	162.80		112 538 910-3100		610
	Claim Total for District	1,709.72				
4697	102987 INFINITE CAMPUS, INC	5,249.40				
1	034071 05/17/21 2021-2022 ANNUAL MAINTENANCE	807.57		101 173 100-2500		810
2	034071 05/17/21 2021-2022 ANNUAL MAINTENANCE	807.57		101 538 100-2500		810
3	034071 05/17/21 2021-2022 ANNUAL MAINTENANCE	760.06		101 657 100-2500		810
5	NATIONAL TRAINING	84.83	5443	101 173 100-2300		810
6	NATIONAL TRAINING	84.83	5443	101 538 100-2300		810
7	NATIONAL TRAINING	79.84	5443	101 657 100-2300		810
	Claim Total for District	2,624.70				

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 3 of 12
Report ID: AP100H

ementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4698	101931 I-STATE TRUCK CENTER	373.19				
1	C252136354 06/22/21 PUMP-BOOSTER, GROCO, 12V	68.83		110 173 100-2700		610
2	C252136354 06/22/21 PUMP-BOOSTER, GROCO, 12V	68.83		110 538 100-2700		610
4	C252136499 06/22/21 BUS 06-3: SWITCH W/VANDALO	6.84		110 173 100-2700		610
5	C252136499 06/22/21 BUS 06-3: SWITCH W/VANDALO	6.85		110 538 100-2700		610
7	C252136857 06/22/21 BUS 8: CLAMP-V BAND TURBO	6.85		110 173 100-2700		610
8	C252136857 06/22/21 BUS 8: CLAMP-V BAND TURBO	6.85		110 538 100-2700		610
10	C252137081 07/10/21 BELT 8RIB, EPDM-POLY	10.77		110 173 100-2700		610
11	C252137081 07/10/21 BELT 8RIB, EPDM-POLY	10.77		110 538 100-2700		610
	Claim Total for District	186.59				
4700	103221 K12 MONTANA, INC.	68,672.36				
1	1211 07/01/21 MANAGED SERVICES AGREEMENT	612.00		101 173 100-2300		355
2	1211 07/01/21 MANAGED SERVICES AGREEMENT	612.00		101 538 100-2300		355
3	1211 07/01/21 MANAGED SERVICES AGREEMENT	576.00		101 657 100-2300		355
5	1205 06/25/21 2021-2022 ICLLOUD	399.84		101 173 100-2300		355
6	1205 06/25/21 2021-2022 ICLLOUD	399.84		101 538 100-2300		355
7	1205 06/25/21 2021-2022 ICLLOUD	376.32		101 657 100-2300		355
9	1174 FORT SHAW CAMERAS	19,830.86		101 173 100-2300		355
11	1175 07/12/21 BUS & BUS BARN CAMERAS	10,347.38		111 173 100-2700		730
12	1175 07/12/21 BUS & BUS BARN CAMERAS	10,347.38		111 538 100-2700		730
	Claim Total for District	43,501.62				
4701	307 KELLEY CONNECT	10,258.18				
1	831159 2021-2022 BROTHER SPECIAL EDUC	382.57		101 173 100-2500		350
2	831159 2021-2022 BROTHER SPECIAL EDUC	382.57		101 538 100-2500		350
3	831159 2021-2022 BROTHER SPECIAL EDUC	360.06		101 657 100-2500		350
5	859913 06/25/21 2021-2022 SIMMS/FSE & SHS T LO	1,361.33		101 173 100-2500		350
6	859913 06/25/21 2021-2022 SIMMS/FSE & SHS T LO	1,361.32		101 538 100-2500		350
7	859913 06/25/21 2021-2022 SIMMS/FSE & SHS T LO	1,281.24		101 657 100-2500		350
	Claim Total for District	5,129.09				
4702	102911 KEN'S REFRIGERATION	544.74				
1	25074 06/14/21 W/IN FREEZER DEFROST CLOCK	136.18		112 173 910-3100		350
2	25074 06/14/21 W/IN FREEZER DEFROST CLOCK	272.37		112 174 910-3100		350
3	25074 06/14/21 W/IN FREEZER DEFROST CLOCK	136.19		112 538 910-3100		350
	Claim Total for District	544.74				
4703	103280 K.L. SMITH CONSULTING, LLC	350.00				
1	2021-036 06/29/21 2021-2022 E-RATE FORMS	59.50		101 173 100-2300		350
2	2021-036 06/29/21 2021-2022 E-RATE FORMS	59.50		101 538 100-2300		350
3	2021-036 06/29/21 2021-2022 E-RATE FORMS	56.00		101 657 100-2300		350
	Claim Total for District	175.00				

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 4 of 12
Report ID: AP100H

ementary School

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
4704		102998 LUKE MCKINLEY	149.24					
1		SUBWAY 06/15/21 ALICE TRAINING MEAL	4.24		101 538 100-2400		582	
3		BROOKS 06/16/21 ALICE TRAINING MEAL	3.50		101 538 100-2400		582	
5		ALICE TRAINING MILEAGE 211.20	29.57		101 538 100-2400		582	
		Claim Total for District	37.31					
4705		539 MTSBA	6,668.50					
1		7783 05/31/21 LEGAL SERVICES ORBIT PLUMBING	397.20					
					101 173 100-2300		350	
2		7783 05/31/21 LEGAL SERVICES ORBIT PLUMBING	397.21		101 538 100-2300		350	
3		7783 05/31/21 LEGAL SERVICES ORBIT PLUMBING	373.84		101 657 100-2300		350	
5		6378 06/01/21 2021-2022 ANNUAL MEMBERSHIP	736.44		101 173 100-2300		810	
6		6378 06/01/21 2021-2022 ANNUAL MEMBERSHIP	736.44		101 538 100-2300		810	
7		6378 06/01/21 2021-2022 ANNUAL MEMBERSHIP	693.12		101 657 100-2300		810	
		Claim Total for District	3,334.25					
4706		85 MASCO	265.14					
1		27188 06/21/21 SQUUGEE BLADES, VAC KIT, SCRAP	56.47		101 173 100-2600		610	
2		27188 06/21/21 SQUUGEE BLADES, VAC KIT, SCRAP	56.48		101 538 100-2600		610	
4		27207 06/22/21 CARPETMASTER SWITCH	6.32		101 173 100-2600		610	
5		27207 06/22/21 CARPETMASTER SWITCH	6.32		101 538 100-2600		610	
7		27281 06/29/21 10" SCRUBBER	3.48		110 173 100-2700		610	
8		27281 06/29/21 10" SCRUBBER	3.49		110 538 100-2700		610	
		Claim Total for District	132.56					
4707		87 MID-AMERICAN RESEARCH CHEMICAL	815.27					
1		0734120 06/10/21 CARPET CLEANER	203.81		101 173 100-2600		610	
2		0734120 06/10/21 CARPET CLEANER	203.82		101 538 100-2600		610	
		Claim Total for District	407.63					
4708		102436 MONTANA COOPERATIVE SERVICES	270.00					
1		2274 2021-2022 ANNUAL MEMBERSHIP	45.90		101 173 100-2300		810	
		DAVE DUES/FEES						
2		2274 2021-2022 ANNUAL MEMBERSHIP	45.90		101 538 100-2300		810	
		DAVE DUES/FEES						
3		2274 2021-2022 ANNUAL MEMBERSHIP	43.20		101 657 100-2300		810	
		DAVE DUES/FEES						
		Claim Total for District	135.00					
4709		100851 MONTANA STATE LIBRARY	1,235.30					
1		FY 2022 06/24/21 SHARED CATALOG	617.65		101 538 100-2220		640	
		Claim Total for District	617.65					
4710		101098 MT SCHOOLS PROPERTY & LIABILITY	34,989.00					
1		2021-2022 COVERAGE	8,747.25		101 173 100-2300		520	
		DAVE-INSURANCE, NON-EMPLOYEE						

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 5 of 12
Report ID: AP100H

Elementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
2	2021-2022 COVERAGE	8,747.25		101 538 100-2300		520
	DAVE-INSURANCE, NON-EMPLOYEE					
	Claim Total for District	17,494.50				
4712	103188 NORTH 40 OUTFITTERS	4.47				
1	018057/4 06/10/21 GASKET 3"	1.11		110 173 100-2700		610
2	018057/4 06/10/21 GASKET 3"	1.12		110 538 100-2700		610
	Claim Total for District	2.23				
4713	93 NORTHWESTERN ENERGY	2,660.11				
1	07158645 06/21/21 123 WALKER STREET	46.39		101 538 100-2600		411
3	07158652 06/21/21 123 WALKER STREET	383.05		101 538 100-2600		411
5	07158678 06/21/21 6 OLD FORT SHAW ROAD	349.06		101 173 100-2600		411
6	07158686 06/21/21 10 OLD FORT SHAW ROAD	37.70		101 173 100-2600		411
7	07158744 06/21/21 295 LARGENT STREET SUN RIVER	76.60		101 173 100-2600		411
8	07158744 06/21/21 295 LARGENT STREET SUN RIVER	76.60		101 538 100-2600		411
10	11025236 06/21/21 LOT 51 SOUTH HELPER	22.24		110 173 100-2700		411
11	11025236 06/21/21 LOT 51 SOUTH HELPER	22.25		110 538 100-2700		411
13	19432947 06/21/21 12 OLD FORT SHAW ROAD	44.53		101 173 100-2600		411
14	19432970 06/21/21 14 OLD FORT SHAW ROAD	27.08		101 173 100-2600		411
15	19932771 06/21/21 123 WALKER STREET	16.92		101 538 100-2600		411
	1549363-8 06/11/21 1 SCHOOL LOOP ROAD	20.85		101 173 100-2600		411
	Claim Total for District	1,123.27				
4715	102994 OETC	2,500.00				
1	712021 07/01/21 MEMBERSHIP 2021-2022	25.50		128 173 100-1000		810
2	712021 07/01/21 MEMBERSHIP 2021-2022	24.75		128 538 100-1000		810
3	712021 07/01/21 MEMBERSHIP 2021-2022	24.75		128 174 100-1000		810
4	18233 07/08/21 ADOBE CREATIVE CLOUD	808.33		128 173 100-1000		810
5	18233 07/08/21 ADOBE CREATIVE CLOUD	808.33		128 538 100-1000		810
6	18233 07/08/21 ADOBE CREATIVE CLOUD	808.34		128 174 100-1000		810
	Claim Total for District	2,500.00				
4716	936 REPUBLIC SERVICES	746.55				
1	280690 06/30/21 301 LARGENT STREET SUN RIVER	7.87		101 173 100-2600		431
2	280690 06/30/21 301 LARGENT STREET SUN RIVER	7.88		101 538 100-2600		431
4	282001 06/30/21 1 SCHOOL LOOP ROAD FORT SHAW	186.90		101 173 100-2600		431
5	280724 06/30/21 123 WALKER STREET + PORT-A-POT	132.04		101 538 100-2600		431
	Claim Total for District	334.69				
4718	301 SCHOOL SPECIALTY, LLC	18.00				
1	2081276664 06/25/21 LAMINATING POUCHES	3.06		101 173 100-2500		610
2	2081276664 06/25/21 LAMINATING POUCHES	3.06		101 538 100-2500		610
3	2081276664 06/25/21 LAMINATING POUCHES	2.88		101 657 100-2500		610
	Claim Total for District	9.00				

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 6 of 12
Report ID: AP100H

ementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
4719	313 SIMMS STUDENT ACCOUNTS	734.46					
1	14496 07/12/21 UNITED MATERIAL WASHED SAND FB	183.61		101 538 720-3500		610	
	Claim Total for District	183.61					
4720	103001 SHOUTPOINT, INC	345.00					
1	21618 07/01/21 ENHANCED MESSAGING SERVICES	58.65		101 173 100-2500		810	
	DISTRICT OFFICE DUES/FEEES						
2	21618 07/01/21 ENHANCED MESSAGING SERVICES	58.65		101 538 100-2500		810	
	DISTRICT OFFICE DUES/FEEES						
3	21618 07/01/21 ENHANCED MESSAGING SERVICES	55.20		101 657 100-2500		810	
	DISTRICT OFFICE DUES/FEEES						
	Claim Total for District	172.50					
4721	100940 STAPLES CREDIT PLAN	81.53					
5	STATEMENT 2021-2022 ACADEMIC CALENDAR	1.69		101 173 100-2500		610	
6	STATEMENT 2021-2022 ACADEMIC CALENDAR	1.70		101 538 100-2500		610	
7	STATEMENT 2021-2022 ACADEMIC CALENDAR	1.60		101 657 100-2500		610	
9	STATEMENT 6 X 9 MAINLLA ENVELOPES	2.88		101 173 100-2500		610	
10	STATEMENT 6 X 9 MAINLLA ENVELOPES	2.89		101 538 100-2500		610	
11	STATEMENT 6 X 9 MAINLLA ENVELOPES	2.72		101 657 100-2500		610	
	Claim Total for District	13.48					
4722	128 SUN RIVER ELECTRIC	4,115.10					
1	247650 06/10/21 SIMMS SCHOOL	451.54		101 538 100-2600		412	
3	305182 06/10/21 BUS SHOP	68.93		110 173 100-2700		412	
4	305182 06/10/21 BUS SHOP	68.93		110 538 100-2700		412	
6	245963 06/10/21 FOOTBALL FIELD LIGHTS/BOARD	5.85		101 538 100-2600		412	
8	247647 06/10/21 KITCHEN SERVICE	197.08		101 173 100-2600		412	
9	247647 06/10/21 KITCHEN SERVICE	197.08		101 538 100-2600		412	
11	249709 06/10/21 LAUNDRY ROOM	74.73		101 173 100-2600		412	
12	262462 06/10/21 SUN RIVER GYM	31.78		101 173 100-2600		412	
13	262462 06/10/21 SUN RIVER GYM	31.79		101 538 100-2600		412	
15	249565 06/10/21 FORT SHAW SCHOOL	965.30		101 173 100-2600		412	
16	249692 06/10/21 #1 TEACHERAGE	54.32		101 173 100-2600		412	
	Claim Total for District	2,147.33					
4723	346 TWO BUTTES WATER USER ASSOCIATION	180.00					
1	3125 07/01/21 CLASS 1 WATER SERVI	120.00		101 173 100-2600		421	
	WATER/ELEMENTARY						
2	3125 07/01/21 EMERGENCY REPAIR FUN	5.00		101 173 100-2600		421	
	WATER/ELEMENTARY						
3	3124 07/01/21 CLASS 3 WATER SERVIC	50.00		101 173 100-2600		421	
	WATER/ELEMENTARY						
4	3124 07/01/21 EMERGENCY REPAIR FUN	5.00		101 173 100-2600		421	
	WATER/ELEMENTARY						
	Claim Total for District	180.00					

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 7 of 12
Report ID: AP100H

ementary School

Claim	Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
4725	101813 VONDA HARRISON	60.00					
1	07/12/21 MCLP NASHVILLE CHECKED LUGGAGE	12.00		115 401 423-1000		582	444
2	07/12/21 MCLP NASHVILLE CHECKED LUGGAGE	12.00		115 402 423-1000		582	444
3	07/12/21 MCLP NASHVILLE CHECKED LUGGAGE	12.00		115 403 423-1000		582	444
4	07/12/21 MCLP NASHVILLE CHECKED LUGGAGE	12.00		115 404 423-1000		582	444
5	07/12/21 MCLP NASHVILLE CHECKED LUGGAGE	12.00		115 405 423-1000		582	444
	Claim Total for District	60.00					
4726	102377 SAM'S MASTERCARD	3,358.59					
2	CC-91 06/29/21 MEMBERSHIP DUES	44.20		101 625			
	CC Accounting: 101-173-100-2500-810						
3	CC-91 06/29/21 MEMBERSHIP DUES	44.20		101 625			
	CC Accounting: 101-538-100-2500-810						
4	CC-91 06/29/21 MEMBERSHIP DUES	41.60		101 625			
	CC Accounting: 101-657-100-2500-810						
6	CC-91 06/09/21 COFFEE & CUPS	11.25		101 625			
	CC Accounting: 101-173-100-2500-610						
7	CC-91 06/09/21 COFFEE & CUPS	11.26		101 625			
	CC Accounting: 101-538-100-2500-610						
8	CC-91 06/09/21 COFFEE & CUPS	10.60		101 625			
	CC Accounting: 101-657-100-2500-610						
10	CC-91 06/14/21 ALICE TRAINING YOGO INN	67.99		101 625			
	CC Accounting: 101-538-100-2400-582						
12	CC-91 06/14/21 MASBO SUMMER CONF. MEAL	3.39		101 625			
	CC Accounting: 101-173-100-2500-582						
13	CC-91 06/14/21 MASBO SUMMER CONF. MEAL	3.39		101 625			
	CC Accounting: 101-538-100-2500-582						
14	CC-91 06/14/21 MASBO SUMMER CONF. MEAL	3.19		101 625			
	CC Accounting: 101-657-100-2500-582						
16	CC-91 06/15/21 YELLOW SCHOOL BUS LSHELDON	53.64		101 625			
	CC Accounting: 101-173-100-1000-610						
17	CC-91 06/15/21 USB FLASH DRIVES	49.79		128 625			
	CC Accounting: 128-173-100-1000-682						
18	CC-91 06/25/21 MCLP NASHVILLE: LUGGAGE, HOTEL	527.42		115 625			444
	CC Accounting: 115-401-423-1000-582-444						
19	CC-91 06/25/21 MCLP NASHVILLE: LUGGAGE, HOTEL	527.40		115 625			444
	CC Accounting: 115-402-423-1000-582-444						
20	CC-91 06/25/21 MCLP NASHVILLE: LUGGAGE, HOTEL	527.40		115 625			444
	CC Accounting: 115-403-423-1000-582-444						
21	CC-91 06/25/21 MCLP NASHVILLE: LUGGAGE, HOTEL	527.40		115 625			444
	CC Accounting: 115-404-423-1000-582-444						
22	CC-91 06/25/21 MCLP NASHVILLE: LUGGAGE, HOTEL	527.40		115 625			444
	CC Accounting: 115-405-423-1000-582-444						
	Claim Total for District	2,981.52					
	Total Elementary School	103,747.15					

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 8 of 12
Report ID: AP100H

gh School

Claim Warrant	Vendor #/Name	Claim \$			Acct/Source/	
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4682	100933 3 RIVERS COMMUNICATIONS	840.24				
3	STATEMENT 07/01/21 264-5110	204.57		201 174 100-2500		531
6	STATEMENT 07/01/21 264-5104	215.55		201 174 100-2500		531
	Claim Total for District	420.12				
4683	103040 AMERICAN FIDELITY ADMINISTRATIVE	100.00				
4	52379 06/15/21 JUNE TIME & ELIGIBIL	25.00		201 174 100-2500		350
	AMERICAN FIDELITY					
	Claim Total for District	25.00				
4684	101547 AQUA TECH LABORATORY	20.00				
2	34762 06/28/21 SIMMS MONTHLY COLIFORM TESTING	15.00		201 174 100-2600		421
	Claim Total for District	15.00				
4685	102744 AT & T MOBILITY	132.11				
3	STATEMENT 06/02/21 231-9449	66.06		201 174 100-2500		531
	Claim Total for District	66.06				
4687	100855 BLACK MOUNTAIN SOFTWARE INC	15,937.00				
4	26845 06/01/21 ANNUAL MAINTENANCE 2021-2022	7,968.50		201 174 100-2500		810
	Claim Total for District	7,968.50				
4688	103168 CAT GRAPHICS, INC	120.00				
1	20114 06/11/21 2020-2021 3RD PLACE TENNIS	120.00		201 720-3500		810
	Claim Total for District	120.00				
4690	100945 CURTISS SERVICE CENTER	1,808.86				
3	STATEMENT 06/30/21 FUEL	904.43		210 174 100-2700		624
	Claim Total for District	904.43				
4691	222 GENERAL DISTRIBUTING COMPANY	13.50				
1	0001012711 06/30/21 CYLINDER RENTAL	13.50		215 327-1000		810 61
	Claim Total for District	13.50				
4692	100827 GTCC	5,965.00				
4	2021-2022 MEMBERSHIP	1,512.50		201 174 100-2500		810
8	2021-2022 PROFESSIONAL DEVELOP	1,470.00		201 174 100-2500		810
	Claim Total for District	2,982.50				
4693	576 GREAT FALLS TRIBUNE	729.14				
1	GF3102590 1 YEAR SUBSCRIPTION SIMMS	405.14		201 174 100-1000		650
	Claim Total for District	405.14				
4694	102718 HIGHLINE COMMUNICATIONS	675.00				
3	82016 06/02/21 2021-2022 REPEATER SITE RENTAL	337.50		210 174 100-2700		810
	Claim Total for District	337.50				

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 9 of 12
Report ID: AP100H

gh School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4697	102987 INFINITE CAMPUS, INC	5,249.40				
4	034071 05/17/21 2021-2022 ANNUAL MAINTENANCE	2,375.20		201 174	100-2500	810
8	NATIONAL TRAINING	249.50	5443	201 174	100-2300	810
	Claim Total for District	2,624.70				
4698	101931 I-STATE TRUCK CENTER	373.19				
3	C252136354 06/22/21 PUMP-BOOSTER, GROCO, 12V	137.67		210 174	100-2700	610
6	C252136499 06/22/21 BUS 06-3: SWITCH W/VANDALO	13.69		210 174	100-2700	610
9	C252136857 06/22/21 BUS 8: CLAMP-V BAND TURBO	13.70		210 174	100-2700	610
12	C252137081 07/10/21 BELT 8RIB, EPDM-POLY	21.54		210 174	100-2700	610
	Claim Total for District	186.60				
4699	81 JOSTENS	21.25				
1	26723287 06/15/21 GRADUATION COVER	21.25		201 2	100-1050	610
	Claim Total for District	21.25				
4700	103221 K12 MONTANA, INC.	68,672.36				
4	1211 07/01/21 MANAGED SERVICES AGREEMENT	1,800.00		201 174	100-2300	355
8	1205 06/25/21 2021-2022 ICLOUD	1,176.00		201 174	100-2300	355
13	1208 06/28/21 PIXELLOT CONFIGURATION	1,499.99		201 174	720-3500	810
	1175 07/12/21 BUS & BUS BARN CAMERAS	20,694.75		211 174	100-2700	730
	Claim Total for District	25,170.74				
4701	307 KELLEY CONNECT	10,258.18				
4	831159 2021-2022 BROTHER SPECIAL EDUC	1,125.20		201 174	100-2500	350
8	859913 06/25/21 2021-2022 SIMMS/FSE & SHS T LO	4,003.89		201 174	100-2500	350
	Claim Total for District	5,129.09				
4703	103280 K.L. SMITH CONSULTING, LLC	350.00				
4	2021-036 06/29/21 2021-2022 E-RATE FORMS	175.00		201 174	100-2300	350
	Claim Total for District	175.00				
4704	102998 LUKE MCKINLEY	149.24				
2	SUBWAY 06/15/21 ALICE TRAINING MEAL	12.73		201 174	100-2400	582
4	BROOKS 06/16/21 ALICE TRAINING MEAL	10.50		201 174	100-2400	582
6	ALICE TRAINING MILEAGE 211.20	88.70		201 174	100-2400	582
	Claim Total for District	111.93				
4705	539 MTSBA	6,668.50				
4	7783 05/31/21 LEGAL SERVICES ORBIT PLUMBING	1,168.25		201 174	100-2300	350
8	6378 06/01/21 2021-2022 ANNUAL MEMBERSHIP	2,166.00		201 174	100-2300	810
	Claim Total for District	3,334.25				

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 10 of 12
Report ID: AP100H

gh School

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj	
4706		85 MASCO	265.14					
3		27188 06/21/21 SQUUGEE BLADES, VAC KIT, SCRAP	112.96		201 174	100-2600	610	
6		27207 06/22/21 CARPETMASTER SWITCH	12.64		201 174	100-2600	610	
9		27281 06/29/21 10" SCRUBBER	6.98		210 174	100-2700	610	
		Claim Total for District	132.58					
4707		87 MID-AMERICAN RESEARCH CHEMICAL	815.27					
3		0734120 06/10/21 CARPET CLEANER	407.64		201 174	100-2600	610	
		Claim Total for District	407.64					
4708		102436 MONTANA COOPERATIVE SERVICES	270.00					
4		2274 2021-2022 ANNUAL MEMBERSHIP	135.00		201 174	100-2300	810	
		DAVE DUES/FEES						
		Claim Total for District	135.00					
4709		100851 MONTANA STATE LIBRARY	1,235.30					
2		FY 2022 06/24/21 SHARED CATALOG	617.65		201 174	100-2220	640	
		Claim Total for District	617.65					
4710		101098 MT SCHOOLS PROPERTY & LIABILITY	34,989.00					
)		2021-2022 COVERAGE	17,494.50		201 174	100-2300	520	
		DAVE-INSURANCE, NON-EMPLOYEE						
		Claim Total for District	17,494.50					
4711		677 NASSP/NHS/NJHS	385.00					
1		9001456909 2021-2022 MEMBERSHIP	385.00		201 174	710-3400	810	
		Claim Total for District	385.00					
4712		103188 NORTH 40 OUTFITTERS	4.47					
3		018057/4 06/10/21 GASKET 3"	2.24		210 174	100-2700	610	
		Claim Total for District	2.24					
4713		93 NORTHWESTERN ENERGY	2,660.11					
2		07158645 06/21/21 123 WALKER STREET	139.18		201 174	100-2600	411	
4		07158652 06/21/21 123 WALKER STREET	1,149.17		201 174	100-2600	411	
9		07158744 06/21/21 295 LARGENT STREET SUN RIVER	153.21		201 174	100-2600	411	
12		11025236 06/21/21 LOT 51 SOUTH HELPER	44.50		210 174	100-2700	411	
16		19932771 06/21/21 123 WALKER STREET	50.78		201 174	100-2600	411	
		Claim Total for District	1,536.84					
4714		102814 OCLC, INC	201.72					
		CATALOGING AND METADATA						
1		1000137101 07/01/21 GROUP SERVICE CONTRACT	201.72		201 174	100-2220	810	
		Claim Total for District	201.72					

07/14/21
12:04:55

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 11 of 12
Report ID: AP100H

gh School

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
4716		936 REPUBLIC SERVICES	746.55					
3		280690 06/30/21 301 LARGENT STREET SUN RIVER	15.75		201 174 100-2600		431	
6		280724 06/30/21 123 WALKER STREET + PORT-A-POT	396.11		201 174 100-2600		431	
		Claim Total for District	411.86					
4717		101088 RIDDELL - ALL AMERICAN SPORTS CORP	1,534.00					
1		951312740 07/01/21 (27) HELMETS RECERTIFICATIO	1,534.00		201 174 720-3500		350	
		Claim Total for District	1,534.00					
4718		301 SCHOOL SPECIALTY, LLC	18.00					
4		2081276664 06/25/21 LAMINATING POUCHES	9.00		201 174 100-2500		610	
		Claim Total for District	9.00					
4719		313 SIMMS STUDENT ACCOUNTS	734.46					
2		14496 07/12/21 UNITED MATERIAL WASHED SAND FB	550.85		201 174 720-3500		610	
		Claim Total for District	550.85					
4720		103001 SHOUTPOINT, INC	345.00					
4		21618 07/01/21 ENHANCED MESSAGING SERVICES	172.50		201 174 100-2500		810	
		DISTRICT OFFICE DUES/FEES						
		Claim Total for District	172.50					
4721		100940 STAPLES CREDIT PLAN	81.53					
4		STATEMENT GRADUATION PROGRAMS	54.56		201 174 100-2500		610	
8		STATEMENT 2021-2022 ACADEMIC CALENDAR	5.00		201 174 100-2500		610	
12		STATEMENT 6 X 9 MAINLLA ENVELOPES	8.49		201 174 100-2500		610	
		Claim Total for District	68.05					
4722		128 SUN RIVER ELECTRIC	4,115.10					
2		247650 06/10/21 SIMMS SCHOOL	1,354.61		201 174 100-2600		412	
5		305182 06/10/21 BUS SHOP	137.86		210 174 100-2700		412	
7		245963 06/10/21 FOOTBALL FIELD LIGHTS/BOARD	17.56		201 174 100-2600		412	
10		247647 06/10/21 KITCHEN SERVICE	394.17		201 174 100-2600		412	
14		262462 06/10/21 SUN RIVER GYM	63.57		201 174 100-2600		412	
		Claim Total for District	1,967.77					
4724		103180 UNIVERSAL AWARDS	30.00					
1		260793 06/23/21 SIMMS TRACK RECORD BOARD	30.00		201 174 720-3500		610	
		Claim Total for District	30.00					
4726		102377 SAM'S MASTERCARD	3,358.59					
5		CC-91 06/29/21 MEMBERSHIP DUES	130.00		201 625			
					CC Accounting: 201-174-100-2500-810			
9		CC-91 06/09/21 COFFEE & CUPS	33.11		201 625			
					CC Accounting: 201-174-100-2500-610			
11		CC-91 06/14/21 ALICE TRAINING YOGO INN	203.99		201 625			
					CC Accounting: 201-174-100-2400-582			

07/14/21
12:04:56

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 12 of 12
Report ID: AP100H

gh School

Claim Warrant	Vendor #/Name	Claim \$				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
15	CC-91 06/14/21 MASBO SUMMER CONF. MEAL	9.97		201	625	
		CC Accounting: 201-174-100-2500-582				
	Claim Total for District	377.07				
	Total High School	76,045.58				

07/15/21
16:39:38

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 1 of 2
Report ID: AP100H

Elementary School

Claim Warrant	Vendor #/Name	Claim \$				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
4727	599 VISA	7,283.81				
4	CC-92 DELUXE FLY TYING KITS ADULT ED	82.60		117 625		
		CC Accounting: 117- -610-1000-610				
7	CC-92 WATERCOLOR PENS & HIGHLIGHTERS	154.39		115 625		444
		CC Accounting: 115-402-423-1000-610-444				
8	CC-92 ALICE TRAINING LEWISTON	118.15		101 625		
		CC Accounting: 101-173-100-2300-810				
9	CC-92 ALICE TRAINING LEWISTON	118.15		101 625		
		CC Accounting: 101-538-100-2300-810				
10	CC-92 ALICE TRAINING LEWISTON	111.20		101 625		
		CC Accounting: 101-657-100-2300-810				
13	CC-92 HOLT MIDDLE MATH COURSE 2	220.04		115 625		444
		CC Accounting: 115-403-423-1000-640-444				
14	CC-92 AMAZON READING BOOKS	165.31		115 625		444
		CC Accounting: 115-402-423-1000-640-444				
21	CC-92 WATERCOLOR PAPER, OIL PASTELS,	44.97		115 625		444
		CC Accounting: 115-402-423-1000-610-444				
24	CC-92 INTEREST	18.02		101 625		
		CC Accounting: 101-173-100-2500-810				
25	CC-92 INTEREST	18.01		101 625		
		CC Accounting: 101-538-100-2500-810				
26	CC-92 INTEREST	16.95		101 625		
		CC Accounting: 101-657-100-2500-810				
	Claim Total for District	1,067.79				
	Total Elementary School	1,067.79				

07/15/21
16:39:38

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 7/21

Page: 2 of 2
Report ID: AP100R

gh School

Claim	Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4727		599 VISA	7,283.81				
3		CC-92 FCS SUPPLIES	54.71		201	625	
			CC Accounting: 201-	2-100-1048-610			
5		CC-92 DELUXE FLY TYING KITS ADULT ED	82.61		217	625	
			CC Accounting: 217-	-610-1000-610			
6		CC-92 DIVISIONAL TENNIS MEALS	192.32		201	625	
			CC Accounting: 201-174-720-3500-582				
11		CC-92 ALICE TRAINING LEWISTON	347.50		201	625	
			CC Accounting: 201-174-100-2300-810				
12		CC-92 STATE TENNIS HOTEL & MEALS	1,529.79		201	625	
			CC Accounting: 201-174-720-3500-582				
15		CC-92 GRANGER SIDE BEARINGS	44.36		215	625	601
			CC Accounting: 215-	-327-1000-610-601			
16		CC-92 LASER ENGRAVER	398.87		215	625	601
			CC Accounting: 215-	-327-1000-610-601			
17		CC-92 PHOTOVOTAIC CELLS, OWL PELLETS	1,803.09		215	625	601
			CC Accounting: 215-	-327-1000-610-601			
18		CC-92 ARC WELD & HOW TO READ SHOP DR	78.49		215	625	601
			CC Accounting: 215-	-327-1000-610-601			
19		CC-92 TEST TUBE STEEL CLIPS & CLAMPS	37.56		215	625	601
			CC Accounting: 215-	-327-1000-610-601			
20		CC-92 SCALE, SPECIMENS, MICROSCOPE,	1,453.19		215	625	601
			CC Accounting: 215-	-327-1000-610-601			
22		CC-92 ISTOCK PHOTO	12.00		215	625	600
			CC Accounting: 215-	-360-1000-610-600			
23		CC-92 FCS SUPPLIES	128.55		201	625	
			CC Accounting: 201-	2-100-1048-610			
27		CC-92 INTEREST	52.98		201	625	
			CC Accounting: 201-174-100-2500-810				
		Claim Total for District	6,216.02				
		Total High School	6,216.02				

08/10/21
16:06:53

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 1 of 14
Report ID: AP100H

Elementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct./Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4728	100933 3 RIVERS COMMUNICATIONS	640.19				
1	STATEMENT 08/01/21 264-5104	82.89		101 173 100-2500		531
2	STATEMENT 08/01/21 264-5104	82.90		101 538 100-2500		531
4	STATEMENT 08/01/21 264-5110	77.15		101 173 100-2500		531
5	STATEMENT 08/01/21 264-5110	77.15		101 538 100-2500		531
	Claim Total for District	320.09				
4729	103040 AMERICAN FIDELITY ADMINISTRATIVE	100.00				
1	53046 07/15/21 JULY TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 173 100-2500		350
2	53046 07/15/21 JULY TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 538 100-2500		350
3	53046 07/15/21 JULY TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 657 100-2500		350
	Claim Total for District	75.00				
4730	101547 AQUA TECH LABORATORY	20.00				
1	34923 07/27/21 SIMMS MONTHLY COLIFORM TESTING	5.00		101 538 100-2600		421
	Claim Total for District	5.00				
4731	102744 AT & T MOBILITY	132.83				
1	STATEMENT 07/02/21 231-9449	33.20		101 173 100-2500		531
2	STATEMENT 07/02/21 231-9449	33.21		101 538 100-2500		531
	Claim Total for District	66.41				
4732	100850 BENEFIS HEALTHCARE	609.70				
1	STATEMENT 04/28/21 PT, TRAVEL TIME & MILEAGE	-171.80		101 173 280-2160		350
2	STATEMENT 04/28/21 PT, TRAVEL TIME & MILEAGE	140.80		101 173 280-2160		350
3	STATEMENT 05/05/21 PT, TRAVEL TIME & MILEAGE	140.80		101 173 280-2160		350
4	STATEMENT 05/12/21 PT, TRAVEL TIME & MILEAGE	140.80		101 173 280-2160		350
5	STATEMENT 05/25/21 PT, TRAVEL TIME & MILEAGE	77.50		101 173 280-2160		350
6	STATEMENT 05/26/21 PT, TRAVEL TIME & MILEAGE	281.60		101 173 280-2160		350
	Claim Total for District	609.70				
4733	697 CRESCENT ELECTRIC	507.39				
1	S509291137 07/06/21 LED LIGHTS	126.84		101 173 100-2600		610
2	S509291137 07/06/21 LED LIGHTS	126.85		101 538 100-2600		610
	Claim Total for District	253.69				
4734	40 CULLIGAN GREAT FALLS, INC	474.60				
1	STATEMENT 06/30/21 FORT SHAW	19.80		101 173 100-2600		421
2	STATEMENT 06/30/21 SIMMS	49.50		101 538 100-2600		421
4	STATEMENT 07/31/21 FORT SHAW	58.80		101 173 100-2600		421
5	STATEMENT 07/31/21 SIMMS	49.50		101 538 100-2600		421
	Claim Total for District	177.60				

08/10/21
16:06:53

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 2 of 14
Report ID: AP100H

Elementary School

Claim	Warrant	Vendor #/Name	Claim \$			Acct/Source/	
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4735		103017 DATA IMAGING SYSTEMS, INC.	531.00				
1		7636 05/21/21 NETWORK DOOR CONTROLLER	132.75		101 538	100-2600	610
		Claim Total for District	132.75				
4736		102561 DAVE MARZOLF	868.68				
1		JUNE 08/04/21 MILEAGE 340	32.37				
					101 173	100-2300	582
2		JUNE 08/04/21 MILEAGE 340	32.37		101 538	100-2300	582
3		JUNE 08/04/21 MILEAGE 340	30.46		101 657	100-2300	582
5		JULY 08/04/21 CHICAGO	17.34		101 173	100-2300	582
6		JULY 08/04/21 CHICAGO	17.34		101 538	100-2300	582
7		JULY 08/04/21 CHICAGO	16.32		101 657	100-2300	582
9		JULY 08/04/21 MILEAGE 938 + PER DIEM	97.97		101 173	100-2300	582
10		JULY 08/04/21 MILEAGE 938 + PER DIEM	97.97		101 538	100-2300	582
11		JULY 08/04/21 MILEAGE 938 + PER DIEM	92.20		101 657	100-2300	582
		Claim Total for District	434.34				
4737		102926 DOUGLAS WILSON AND COMPANY PC	11,300.00				
1		171265 07/12/21 2019-2020 AUDIT	1,921.00		101 173	100-2300	350
2		171265 07/12/21 2019-2020 AUDIT	1,921.00		101 538	100-2300	350
3		171265 07/12/21 2019-2020 AUDIT	1,808.00		101 657	100-2300	350
		Claim Total for District	5,650.00				
4738		102789 DUSTY'S SPRINKLERS	957.43				
1		215473 07/21/21 4 HEADS	205.76		101 173	100-2600	440
2		215467 07/21/21 3 DECODERS	187.92		101 538	100-2600	440
		Claim Total for District	393.68				
4739		797 FAIRFIELD SUN TIMES	52.00				
1		45505 07/21/21 2019-2020 AUDIT	4.42		101 173	100-2300	540
2		45505 07/21/21 2019-2020 AUDIT	4.42		101 538	100-2300	540
3		45505 07/21/21 2019-2020 AUDIT	4.16		101 657	100-2300	540
5		45542 07/28/21 BUDGET LEGAL 2021-2022	4.42		101 173	100-2300	540
6		45542 07/28/21 BUDGET LEGAL 2021-2022	4.42		101 538	100-2300	540
7		45542 07/28/21 BUDGET LEGAL 2021-2022	4.16		101 657	100-2300	540
		Claim Total for District	26.00				
4740		181 FAIRFIELD TRUE VALUE HARDWARE	653.11				
1		145451 06/07/21 FILTERS, RIDX, PINESOL, SEAL F	41.96				
					101 173	100-2600	610
2		145451 06/07/21 FILTERS, RIDX, PINESOL, SEAL F	41.97		101 538	100-2600	610
4		145452 06/07/21 SPRAYER, GRASS SEED, OFF, DUST	20.18		101 173	100-2600	610
5		145452 06/07/21 SPRAYER, GRASS SEED, OFF, DUST	20.19		101 538	100-2600	610
7		145539 06/15/21 CARPET CLEANER	16.48		101 173	100-2600	610
8		145539 06/15/21 CARPET CLEANER	16.49		101 538	100-2600	610
10		145475 06/09/21 CARPET CLEANER, RESOLVE, SPOT	34.60		101 173	100-2600	610

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 3 of 14
Report ID: AP100H

Elementary School

Claim	Warrant	Vendor #/Name	Claim \$			Acct/Source/	
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
11		145475 06/09/21 CARPET CLEANER, RESOLVE, SPOT	34.61		101 538	100-2600	610
13		145679 07/01/21 CAULK, LIQUID NAIL, KNIFE, ROU	31.92		101 173	100-2600	610
14		145679 07/01/21 CAULK, LIQUID NAIL, KNIFE, ROU	31.93		101 538	100-2600	610
16		145783 07/15/21 FILTERS, SCRAPER, GRASS SEED,	18.10		101 173	100-2600	610
17		145783 07/15/21 FILTERS, SCRAPER, GRASS SEED,	18.11		101 538	100-2600	610
		Claim Total for District	326.54				
4742		100945 CURTISS SERVICE CENTER	702.73				
1		JULY 07/31/21 FUEL	175.68		101 173	100-1000	624
2		JULY 07/31/21 FUEL	175.68		101 538	100-1000	624
		Claim Total for District	351.36				
4744		101356 BRENNAN HEATING & COOLING	19,330.00				
1		25198 08/06/21 MITSUBISHI UNITS	19,330.00		115	775-2600	730 775
		Claim Total for District	19,330.00				
4745		101811 ELIZABETH A. KALEVA, P.C.	75.00				
1		08/10/21 LEGISLATIVE UPDATE ZOOM	12.75		101 173	100-2300	810
2		08/10/21 LEGISLATIVE UPDATE ZOOM	12.75		101 538	100-2300	810
3		08/10/21 LEGISLATIVE UPDATE ZOOM	12.00		101 657	100-2300	810
		Claim Total for District	37.50				
4746		102090 GLASS DOCTOR	600.00				
1		46323 07/29/21 BUS 5: WINDSHEILD	150.00		110 173	100-2700	610
2		46323 07/29/21 BUS 5: WINDSHEILD	150.00		110 538	100-2700	610
		Claim Total for District	300.00				
4747		103226 HOLLY KINCAID	86.24				
1		08/04/21 MILEAGE 154 SAM CONFERENCE	86.24		101 173	100-1000	582
		Claim Total for District	86.24				
4748		680 HOBART SALES & SERVICE	229.00				
1		2C155433 06/09/21 HOBART DISHWASHER	57.25		112 173	910-3100	440
2		2C155433 06/09/21 HOBART DISHWASHER	114.50		112 174	910-3100	440
3		2C155433 06/09/21 HOBART DISHWASHER	57.25		112 538	910-3100	440
		Claim Total for District	229.00				
4749		101583 HOME DEPOT CREDIT SERVICES	605.89				
1		STATEMENT 07/28/21 GRASS SEED, ROUNDUP, CLEAN	151.47		101 173	100-2600	610
2		STATEMENT 07/28/21 GRASS SEED, ROUNDUP, CLEAN	151.47		101 538	100-2600	610
		Claim Total for District	302.94				
4751		103214 HUBERT COMPANY	1,824.14				
1		414700 07/16/21 CAN RACKS W/CASTERS	456.03		112 173	910-3100	610
2		414700 07/16/21 CAN RACKS W/CASTERS	912.07		112 174	910-3100	610
3		414700 07/16/21 CAN RACKS W/CASTERS	456.04		112 538	910-3100	610
		Claim Total for District	1,824.14				

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 4 of 14
Report ID: AP100H

Elementary School

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
4752		103205 IMPACT APPLICATIONS, INC	444.00					
1		20213696 08/05/21 2021-2022 IMPACT SOFTWARE	222.00		101 538	720-3500	810	
		ATHLETIC DUES & FEES						
		Claim Total for District	222.00					
4754		101931 I-STATE TRUCK CENTER	592.02					
1		R252045517 07/14/21 BUS 8: FAULT SOOT LEVEL	75.85		110 173	100-2700	440	
2		R252045517 07/14/21 BUS 8: FAULT SOOT LEVEL	75.86		110 538	100-2700	440	
4		C252137200 07/16/21 BUS 10: WATER PUMP & STROB	72.15		110 173	100-2700	610	
5		C252137200 07/16/21 BUS 10: WATER PUMP & STROB	72.15		110 538	100-2700	610	
		Claim Total for District	296.01					
4756		651 J & V RESTAURANT	1,031.00					
1		415894 07/14/21 SEMI ANNUAL HOOD SUPPRESSION	30.00					
					101 173	100-2600	350	
2		415894 07/14/21 SEMI ANNUAL HOOD SUPPRESSION	30.00		101 538	100-2600	350	
4		415894 07/14/21 AMEREX FUSE LINK	10.00		101 173	100-2600	350	
5		415894 07/14/21 AMEREX FUSE LINK	10.00		101 538	100-2600	350	
7		415894 07/14/21 RUBBER BLOW-OFF CAPS	3.00		101 173	100-2600	350	
8		415894 07/14/21 RUBBER BLOW-OFF CAPS	3.00		101 538	100-2600	350	
10		415894 07/14/21 SIX YEAR MAINTENANCE ON TANK	12.50		101 173	100-2600	350	
11		415894 07/14/21 SIX YEAR MAINTENANCE ON TANK	12.50		101 538	100-2600	350	
13		415894 07/14/21 ANNUAL FIRE EXTINGUISHER SERVI	141.00		101 173	100-2600	350	
14		415894 07/14/21 ANNUAL FIRE EXTINGUISHER SERVI	141.00		101 538	100-2600	350	
17		415894 07/14/21 FIRE TECHNICIAN LABOR	21.25		101 173	100-2600	350	
18		415894 07/14/21 FIRE TECHNICIAN LABOR	21.25		101 538	100-2600	350	
20		415894 07/14/21 5 SIX YEAR MAINTENANCE	20.00		101 173	100-2600	350	
21		415894 07/14/21 5 SIX YEAR MAINTENANCE	20.00		101 538	100-2600	350	
23		415894 07/14/21 ABC EXTINGUISHER	17.50		101 173	100-2600	350	
24		415894 07/14/21 ABC EXTINGUISHER	17.50		101 538	100-2600	350	
26		415894 07/14/21 TRUCK CHARGE	2.50		101 173	100-2600	350	
27		415894 07/14/21 TRUCK CHARGE	2.50		101 538	100-2600	350	
		Claim Total for District	515.50					
4757		103176 JETECH LLC	278.98					
1		42158 07/21/21 REPLACED UPS BOILER CONTROL	69.74		101 538	100-2600	440	
		Claim Total for District	69.74					
4758		103221 K12 MONTANA, INC.	3,600.00					
1		1227 08/01/21 MANAGED SERVICES AGREEMENT	612.00		101 173	100-2300	355	
2		1227 08/01/21 MANAGED SERVICES AGREEMENT	612.00		101 538	100-2300	355	
3		1227 08/01/21 MANAGED SERVICES AGREEMENT	576.00		101 657	100-2300	355	
		Claim Total for District	1,800.00					

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 5 of 14
Report ID: AP100H

Elementary School

Claim	Warrant	Vendor #/Name	Claim \$			Acct/Source/	
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4759		102911 KEN'S REFRIGERATION	168.00				
1		25117 07/13/21 SET DEFROST CLOCK ON COOLER	42.00		112 173	910-3100	440
2		25117 07/13/21 SET DEFROST CLOCK ON COOLER	84.00		112 174	910-3100	440
3		25117 07/13/21 SET DEFROST CLOCK ON COOLER	42.00		112 538	910-3100	440
		Claim Total for District	168.00				
4760		87 MID-AMERICAN RESEARCH CHEMICAL	3,966.01				
1		0736113 07/02/21 JUDGEMENT DAY WEED KILLER	519.93		101 173	100-2600	610
2		0736113 07/02/21 JUDGEMENT DAY WEED KILLER	519.94		101 538	100-2600	610
4		0737142 07/15/21 THERMAL LOCK & BASEBOARD CLEA	299.24		101 173	100-2600	610
5		0737142 07/15/21 THERMAL LOCK & BASEBOARD CLEA	299.25		101 538	100-2600	610
7		0737279 07/16/21 SEALER	172.32		101 173	100-2600	610
8		0737279 07/16/21 SEALER	172.32		101 538	100-2600	610
		Claim Total for District	1,983.00				
4761		103056 MONTANA ELASTOMERS	2,175.00				
1		10435 07/08/21 FOUNDATION REPAIRS	543.75		101 538	100-2600	610
		Claim Total for District	543.75				
4762		539 MTSBA	3,321.20				
1		0007969 06/30/21 LEGAL SERVICES ORBIT PLUMBING	250.11		101 173	100-2300	810
2		0007969 06/30/21 LEGAL SERVICES ORBIT PLUMBING	250.10		101 538	100-2300	810
3		0007969 06/30/21 LEGAL SERVICES ORBIT PLUMBING	235.39		101 657	100-2300	810
5		0008127 07/12/21 STRATEGY MAINTENANCE	127.50		101 173	100-2300	810
6		0008127 07/12/21 STRATEGY MAINTENANCE	127.50		101 538	100-2300	810
7		0008127 07/12/21 STRATEGY MAINTENANCE	120.00		101 657	100-2300	810
9		0008159 07/12/21 POLICY SERVICE MAINTENANCE	187.00		101 173	100-2300	810
10		0008159 07/12/21 POLICY SERVICE MAINTENANCE	187.00		101 538	100-2300	810
11		0008159 07/12/21 POLICY SERVICE MAINTENANCE	176.00		101 657	100-2300	810
		Claim Total for District	1,660.60				
4763		871 MOUNTAIN VIEW COOP	563.90				
1		231342 06/08/21 SCHOOL IRRIGATION	8.00		101 173	100-2600	610
2		231342 06/08/21 SCHOOL IRRIGATION	8.00		101 538	100-2600	610
4		560000004 07/02/21 CORNERSTONE 5 PLUS	16.40		101 173	100-2600	610
5		560000004 07/02/21 CORNERSTONE 5 PLUS	16.41		101 538	100-2600	610
7		233415 07/20/21 BRUSH, TIRE REPAIR, WRENCH, SO	52.32		101 173	100-2600	610
8		233415 07/20/21 BRUSH, TIRE REPAIR, WRENCH, SO	52.32		101 538	100-2600	610
10		233433 07/20/21 SPARKPLUGS, TRACTOR LIGHT, FIL	27.25		101 173	100-2600	610
11		233433 07/20/21 SPARKPLUGS, TRACTOR LIGHT, FIL	27.25		101 538	100-2600	610
13		233659 07/24/21 FASTERNERS, GEAR OIL, 10W-30	33.62		110 173	100-2700	610
14		233659 07/24/21 FASTERNERS, GEAR OIL, 10W-30	33.63		110 538	100-2700	610
16		233946 07/30/21 TUBING, P-LUCK, ADAPTERS + FC	3.37		101 173	100-2600	610
17		233946 07/30/21 TUBING, P-LUCK, ADAPTERS + FC	3.37		101 538	100-2600	610
		Claim Total for District	281.94				

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 6 of 14
Report ID: AP100H

Elementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct./Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4764	103188 NORTH 40 OUTFITTERS	24.99				
1	019884/4 07/27/21 METAL SHOP COMPRESSOR	6.25		101 538 100-2600		610
	Claim Total for District	6.25				
4765	93 NORTHWESTERN ENERGY	517.50				
1	07158645 07/21/21 123 WALKER STREET	15.05		101 538 100-2600		411
3	07158652 07/21/21 123 WALKER STREET	59.09		101 538 100-2600		411
5	07158678 07/21/21 6 OLD FORT SHAW ROAD	57.67		101 173 100-2600		411
6	07158686 07/21/21 10 OLD FORT SHAW ROAD	35.31		101 173 100-2600		411
7	07158744 07/21/21 295 LARGENT STREET SUN RIVER	13.86		101 173 100-2600		411
8	07158744 07/21/21 295 LARGENT STREET SUN RIVER	13.87		101 538 100-2600		411
10	11025236 07/21/21 LOT 51 SOUTH HELPER	5.38		110 173 100-2700		411
11	11025236 07/21/21 LOT 51 SOUTH HELPER	5.39		110 538 100-2700		411
13	19432947 07/21/21 12 OLD FORT SHAW ROAD	10.57		101 173 100-2600		411
14	19432970 07/21/21 14 OLD FORT SHAW ROAD	8.37		101 173 100-2600		411
15	19932771 07/21/21 123 WALKER STREET	6.09		101 538 100-2600		411
17	1549363-8 07/14/21 1 SCHOOL LOOP ROAD	7.61		101 173 100-2600		411
	Claim Total for District	238.26				
4766	102994 OETC	1,832.24				
1	253969 07/09/21 2021-2022 MICROSOFT 365	458.06		128 173 100-1000		810
2	253969 07/09/21 2021-2022 MICROSOFT 365	916.12		128 174 100-1000		810
3	253969 07/09/21 2021-2022 MICROSOFT 365	458.06		128 538 100-1000		810
	Claim Total for District	1,832.24				
4767	103117 PRO-TECH STEEL, LLC	23.00				
1	S11-004252 07/27/21 3/4" J-CHANNEL	5.75		112 173 910-3100		610
2	S11-004252 07/27/21 3/4" J-CHANNEL	11.50		112 174 910-3100		610
3	S11-004252 07/27/21 3/4" J-CHANNEL	5.75		112 538 910-3100		610
	Claim Total for District	23.00				
4768	109 QUILL CORPORATION	1,379.20				
1	17985108 07/13/21 8.5 X 11 PAPER	234.47		101 173 100-2500		610
2	17985108 07/13/21 8.5 X 11 PAPER	234.46		101 538 100-2500		610
3	17985108 07/13/21 8.5 X 11 PAPER	220.67		101 657 100-2500		610
	Claim Total for District	689.60				
4769	936 REPUBLIC SERVICES	829.50				
1	285969 07/31/21 301 LARGENT STREET SUN RIVER	7.87		101 173 100-2600		431
2	285969 07/31/21 301 LARGENT STREET SUN RIVER	7.88		101 538 100-2600		431
4	286009 07/31/21 123 WALKER STREET + PORT-A-POT	132.04		101 538 100-2600		431
6	287976 07/31/21 1 SCHOOL LOOP ROAD FORT SHAW	186.90		101 173 100-2600		431
7	288015 07/31/21 FORT SHAW TEACHERAGE 8/1-10/31	82.95		101 173 100-2600		431
	Claim Total for District	417.64				

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 7 of 14
Report ID: AP100H

Elementary School

Claim	Warrant	Vendor #/Name	Claim \$			Acct/Source/	
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4771		301 SCHOOL SPECIALTY, LLC	95.91				
1		2081277650 07/08/21 DRY ERASE MARKERS	5.43		101 173	100-2500	610
2		2081277650 07/08/21 DRY ERASE MARKERS	5.43		101 538	100-2500	610
3		2081277650 07/08/21 DRY ERASE MARKERS	5.12		101 657	100-2500	610
5		2081277650 07/08/21 DRY ERASE MARKERS	5.43		101 173	100-2500	610
6		2081277650 07/08/21 DRY ERASE MARKERS	5.43		101 538	100-2500	610
7		2081277650 07/08/21 DRY ERASE MARKERS	5.12		101 657	100-2500	610
9		2081278311 07/14/21 DRY ERASE MARKERS	5.43		101 173	100-2500	610
10		2081278311 07/14/21 DRY ERASE MARKERS	5.43		101 538	100-2500	610
11		2081278311 07/14/21 DRY ERASE MARKERS	5.12		101 657	100-2500	610
		Claim Total for District	47.94				
4772		103132 SCOTT LIGGETT EXCAVATION LLC	10,116.00				
1		4164 08/04/21 GRADE DRIVEWAY & PARKING	3,146.75		110 173	100-2700	350
2		4164 08/04/21 500 GAL PUMP CHAMBER, TANK, PU	6,969.25		101 173	100-2600	350
		Claim Total for District	10,116.00				
4773		102316 HIGH PERFORMANCE FLOORS, INC.	4,840.00				
1		353 07/18/21 SIMMS GYM	2,420.00		101 538	100-2600	350
		Claim Total for District	2,420.00				
4774		128 SUN RIVER ELECTRIC	2,966.88				
1		247650 07/12/21 SIMMS SCHOOL	339.19		101 538	100-2600	412
3		305182 07/12/21 BUS SHOP	58.96		110 173	100-2700	412
4		305182 07/12/21 BUS SHOP	58.96		110 538	100-2700	412
6		245963 07/12/21 FOOTBALL FIELD LIGHTS/BOARD	22.76		101 538	100-2600	412
8		247647 07/12/21 KITCHEN SERVICE	129.10		101 173	100-2600	412
9		247647 07/12/21 KITCHEN SERVICE	129.10		101 538	100-2600	412
11		249709 07/12/21 LAUNDRY ROOM	64.36		101 173	100-2600	412
12		262462 07/12/21 SUN RIVER GYM	21.46		101 173	100-2600	412
13		262462 07/12/21 SUN RIVER GYM	21.47		101 538	100-2600	412
15		249565 07/12/21 FORT SHAW SCHOOL	509.63		101 173	100-1000	610
16		249565 07/12/21 FORT SHAW SCHOOL	56.63		101 657	100-1000	610
17		249692 07/12/21 #1 TEACHERAGE	50.33		101 173	100-2600	412
		Claim Total for District	1,461.95				
4775		346 TWO BUTTES WATER USER ASSOCIATION	180.00				
1		3262 08/01/21 CLASS 1 WATER SERVI	120.00		101 173	100-2600	421
		WATER/ELEMENTARY					
2		3262 08/01/21 EMERGENCY REPAIR FUN	5.00		101 173	100-2600	421
		WATER/ELEMENTARY					
3		3261 08/01/21 CLASS 3 WATER SERVIC	50.00		101 173	100-2600	421
		WATER/ELEMENTARY					
4		3261 08/01/21 EMERGENCY REPAIR FUN	5.00		101 173	100-2600	421
		WATER/ELEMENTARY					
		Claim Total for District	180.00				

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 8 of 14
Report ID: AP100H

Elementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4776	141 UNIVERSAL ATHLETICS, LLC	1,454.30				
1	502-003920 07/28/21 STACKHOUSE LADDER	76.50	5444	101 538	720-3500	610
4	502-003920 07/28/21 SHIPPING	20.78		101 538	720-3500	610
	Claim Total for District	97.28				
4778	777777 US FOODS	2,742.18				
1	3740183 07/30/21 LUNCH	14.93				
				112 173	910-3100	630
2	3740183 07/30/21 LUNCH	29.87		112 174	910-3100	630
3	3740183 07/30/21 LUNCH	14.94		112 538	910-3100	630
4	3749161 07/31/21 LUNCH	17.98		112 173	910-3100	630
5	3749161 07/31/21 LUNCH	35.97		112 174	910-3100	630
6	3749161 07/31/21 LUNCH	17.98		112 538	910-3100	630
7	3762052 08/02/21 LUNCH	494.31		112 173	910-3100	630
8	3762052 08/02/21 LUNCH	988.63		112 174	910-3100	630
9	3762052 08/02/21 LUNCH	494.31		112 538	910-3100	630
10	3803595 08/03/21 LUNCH	28.12		112 173	910-3100	630
11	3803595 08/03/21 LUNCH	56.24		112 174	910-3100	630
12	3803595 08/03/21 LUNCH	28.12		112 538	910-3100	630
13	3835792 08/05/21 LUNCH	124.08		112 173	910-3100	630
14	3835792 08/05/21 LUNCH	248.17		112 174	910-3100	630
15	3835792 08/05/21 LUNCH	124.09		112 538	910-3100	630
16	3895940 08/07/21 LUNCH	6.11		112 173	910-3100	630
17	3895940 08/07/21 LUNCH	12.22		112 174	910-3100	630
18	3895940 08/07/21 LUNCH	6.11		112 538	910-3100	630
	Claim Total for District	2,742.18				
4780	102377 SAM'S MASTERCARD	5,175.37				
2	CC-93 07/02/21 MCLP NASHVILLE MEAL	18.66		115	625	444
		CC Accounting: 115-401-423-1000-582-444				
3	CC-93 07/02/21 MCLP NASHVILLE MEAL	18.66		115	625	444
		CC Accounting: 115-402-423-1000-582-444				
4	CC-93 07/02/21 MCLP NASHVILLE MEAL	18.66		115	625	444
		CC Accounting: 115-403-423-1000-582-444				
5	CC-93 07/02/21 MCLP NASHVILLE MEAL	18.66		115	625	444
		CC Accounting: 115-404-423-1000-582-444				
6	CC-93 07/02/21 MCLP NASHVILLE MEAL	18.66		115	625	444
		CC Accounting: 115-405-423-1000-582-444				
7	CC-93 07/06/21 FIRST AID/CPR 17-CARDS BENEFIS	57.80		101	625	
		CC Accounting: 101-173-100-2300-810				
8	CC-93 07/06/21 FIRST AID/CPR 17-CARDS BENEFIS	57.80		101	625	
		CC Accounting: 101-538-100-2300-810				
9	CC-93 07/06/21 FIRST AID/CPR 17-CARDS BENEFIS	54.40		101	625	
		CC Accounting: 101-657-100-2300-810				
11	CC-93 07/22/21 MASBO MILWAUKEE EXPEDIA	137.90		101	625	
		CC Accounting: 101-173-100-2500-582				

08/10/21

16:06:54

SUN RIVER VALLEY SCHOOL

Claim Approval List

For the Accounting Period: 8/21

Page: 9 of 14

Report ID: AP100H

Elementary School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
12	CC-93 07/22/21 MASBO MILWAUKEE EXPEDIA	137.91		101	625	
		CC Accounting:	101-538-100-2500-582			
13	CC-93 07/22/21 MASBO MILWAUKEE EXPEDIA	129.80		101	625	
		CC Accounting:	101-657-100-2500-582			
15	CC-93 07/28/21 VIZU TV'S & MOUNTS	3,930.84		128	625	
		CC Accounting:	128-173-100-1000-682			
	Claim Total for District	4,599.75				
	Total Elementary School	63,344.61				

08/10/21

16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 10 of 14
Report ID: AP100H

High School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4728	100933 3 RIVERS COMMUNICATIONS	640.19				
3	STATEMENT 08/01/21 264-5104	165.80		201 174	100-2500	531
6	STATEMENT 08/01/21 264-5110	154.30		201 174	100-2500	531
	Claim Total for District	320.10				
4729	103040 AMERICAN FIDELITY ADMINISTRATIVE	100.00				
4	53046 07/15/21 JULY TIME & ELIGIBIL	25.00		201 174	100-2500	350
	AMERICAN FIDELITY					
	Claim Total for District	25.00				
4730	101547 AQUA TECH LABORATORY	20.00				
2	34923 07/27/21 SIMMS MONTHLY COLIFORM TESTING	15.00		201 174	100-2600	421
	Claim Total for District	15.00				
4731	102744 AT & T MOBILITY	132.83				
3	STATEMENT 07/02/21 231-9449	66.42		201 174	100-2500	531
	Claim Total for District	66.42				
4733	697 CRESCENT ELECTRIC	507.39				
3	S509291137 07/06/21 LED LIGHTS	253.70		201 174	100-2600	610
	Claim Total for District	253.70				
4734	40 CULLIGAN GREAT FALLS, INC	474.60				
3	STATEMENT 06/30/21 SIMMS	148.50		201 174	100-2600	421
6	STATEMENT 07/31/21 SIMMS	148.50		201 174	100-2600	421
	Claim Total for District	297.00				
4735	103017 DATA IMAGING SYSTEMS, INC.	531.00				
2	7636 05/21/21 NETWORK DOOR CONTROLLER	398.25		201 174	100-2600	610
	Claim Total for District	398.25				
4736	102561 DAVE MARZOLF	868.68				
4	JUNE 08/04/21 MILEAGE 340	95.20				
				201 174	100-2300	582
8	JULY 08/04/21 CHICAGO	51.00		201 174	100-2300	582
12	JULY 08/04/21 MILEAGE 938 + PER DIEM	288.14		201 174	100-2300	582
	Claim Total for District	434.34				
4737	102926 DOUGLAS WILSON AND COMPANY PC	11,300.00				
4	171265 07/12/21 2019-2020 AUDIT	5,650.00		201 174	100-2300	350
	Claim Total for District	5,650.00				
4738	102789 DUSTY'S SPRINKLERS	957.43				
3	215467 07/21/21 3 DECODERS	563.75		201 174	100-2600	440
	Claim Total for District	563.75				

08/10/21

16:06:54

SUN RIVER VALLEY SCHOOL

Claim Approval List

For the Accounting Period: 8/21

Page: 11 of 14

Report ID: AP100H

High School

Claim	Warrant	Vendor #/Name	Claim \$				Acct/Source/	
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
4739		797 FAIRFIELD SUN TIMES	52.00					
4		45505 07/21/21 2019-2020 AUDIT	13.00		201 174	100-2300	540	
8		45542 07/28/21 BUDGET LEGAL 2021-2022	13.00		201 174	100-2300	540	
		Claim Total for District	26.00					
4740		181 FAIRFIELD TRUE VALUE HARDWARE	653.11					
3		145451 06/07/21 FILTERS, RIDX, PINESOL, SEAL F	83.93					
					201 174	100-2600	610	
6		145452 06/07/21 SPRAYER, GRASS SEED, OFF, DUST	40.37		201 174	100-2600	610	
9		145539 06/15/21 CARPET CLEANER	32.98		201 174	100-2600	610	
12		145475 06/09/21 CARPET CLEANER, RESOLVE, SPOT	69.22		201 174	100-2600	610	
15		145679 07/01/21 CAULK, LIQUID NAIL, KNIFE, ROU	63.86		201 174	100-2600	610	
18		145783 07/15/21 FILTERS, SCRAPER, GRASS SEED,	36.21		201 174	100-2600	610	
		Claim Total for District	326.57					
4741		222 GENERAL DISTRIBUTING COMPANY	13.95					
1		0001022648 07/31/21 CYLINDER RENTAL	13.95		215	327-1000	810 61	
		Claim Total for District	13.95					
4742		100945 CURTISS SERVICE CENTER	702.73					
3		JULY 07/31/21 FUEL	351.37		201 174	100-1000	624	
		Claim Total for District	351.37					
4743		103279 ACOUSTICAL ELEMENTS, LLC	5,895.49					
1		12297 08/05/21 32 PANELS	5,210.00	5446	201	2 100-1033	610	
2		12297 08/05/21 SHIPPING	685.49	5446	201	2 100-1033	610	
		Claim Total for District	5,895.49					
4745		101811 ELIZABETH A. KALEVA, P.C.	75.00					
4		08/10/21 LEGISLATIVE UPDATE ZOOM	37.50		201 174	100-2300	810	
		Claim Total for District	37.50					
4746		102090 GLASS DOCTOR	600.00					
3		46323 07/29/21 BUS 5: WINDSHEILD	300.00		210 174	100-2700	610	
		Claim Total for District	300.00					
4749		101583 HOME DEPOT CREDIT SERVICES	605.89					
3		STATEMENT 07/28/21 GRASS SEED, ROUNDUP, CLEAN	302.95		201 174	100-2600	610	
		Claim Total for District	302.95					
4750		103086 HUDL	750.00					
2		1118892 2021-2022 FB VIDEO EDITING	750.00		201 174	720-3500	810	
		ATHLETIC SUPPLIES						
		Claim Total for District	750.00					

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 12 of 14
Report ID: AP100H

High School

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
4752		103205 IMPACT APPLICATIONS, INC	444.00					
2		20213696 08/05/21 2021-2022 IMPACT SOFTWARE	222.00		201 174	720-3500	810	
		ATHLETIC DUES & FEES						
		Claim Total for District	222.00					
4754		101931 I-STATE TRUCK CENTER	592.02					
3		R252045517 07/14/21 BUS 8: FAULT SOOT LEVEL	151.71		210 174	100-2700	440	
6		C252137200 07/16/21 BUS 10: WATER PUMP & STROB	144.30		210 174	100-2700	610	
		Claim Total for District	296.01					
4755		81 JOSTENS	500.06					
2		N002944647 07/06/21 75 CHENILLE LETTERS	500.06		201 174	720-3500	610	
		Claim Total for District	500.06					
4756		651 J & V RESTAURANT	1,031.00					
3		415894 07/14/21 SEMI ANNUAL HOOD SUPPRESSION	60.00					
					201 174	100-2600	350	
6		415894 07/14/21 AMEREX FUSE LINK	20.00		201 174	100-2600	350	
9		415894 07/14/21 RUBBER BLOW-OFF CAPS	6.00		201 174	100-2600	350	
12		415894 07/14/21 SIX YEAR MAINTENANCE ON TANK	25.00		201 174	100-2600	350	
15		415894 07/14/21 ANNUAL FIRE EXTINGUISHER SERVI	282.00		201 174	100-2600	350	
19		415894 07/14/21 FIRE TECHNICIAN LABOR	42.50		201 174	100-2600	350	
22		415894 07/14/21 5 SIX YEAR MAINTENANCE	40.00		201 174	100-2600	350	
25		415894 07/14/21 ABC EXTINGUISHER	35.00		201 174	100-2600	350	
28		415894 07/14/21 TRUCK CHARGE	5.00		201 174	100-2600	350	
		Claim Total for District	515.50					
4757		103176 JETECH LLC	278.98					
2		42158 07/21/21 REPLACED UPS BOILER CONTROL	209.24		201 174	100-2600	440	
		Claim Total for District	209.24					
4758		103221 K12 MONTANA, INC.	3,600.00					
4		1227 08/01/21 MANAGED SERVICES AGREEMENT	1,800.00		201 174	100-2300	355	
		Claim Total for District	1,800.00					
4760		87 MID-AMERICAN RESEARCH CHEMICAL	3,966.01					
3		0736113 07/02/21 JUDGEMENT DAY WEED KILLER	1,039.87		201 174	100-2600	610	
6		0737142 07/15/21 THERMAL LOCK & BASEBOARD CLEA	598.49		201 174	100-2600	610	
9		0737279 07/16/21 SEALER	344.65		201 174	100-2600	610	
		Claim Total for District	1,983.01					
4761		103056 MONTANA ELASTOMERS	2,175.00					
2		10435 07/08/21 FOUNDATION REPAIRS	1,631.25		201 174	100-2600	610	
		Claim Total for District	1,631.25					

08/10/21

16:06:54

SUN RIVER VALLEY SCHOOL

Claim Approval List

For the Accounting Period: 8/21

Page: 13 of 14

Report ID: AP100H

High School

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
4762		539 MTSBA	3,321.20					
4		0007969 06/30/21 LEGAL SERVICES ORBIT PLUMBING	735.60		201 174	100-2300	810	
8		0008127 07/12/21 STRATEGY MAINTENANCE	375.00		201 174	100-2300	810	
12		0008159 07/12/21 POLICY SERVICE MAINTENANCE	550.00		201 174	100-2300	810	
		Claim Total for District	1,660.60					
4763		871 MOUNTAIN VIEW COOP	563.90					
3		231342 06/08/21 SCHOOL IRRIGATION	16.00		201 174	100-2600	610	
6		560000004 07/02/21 CORNERSTONE 5 PLUS	32.82		201 174	100-2600	610	
9		233415 07/20/21 BRUSH, TIRE REPAIR, WRENCH, SO	104.65		201 174	100-2600	610	
12		233433 07/20/21 SPARKPLUGS, TRACTOR LIGHT, FIL	54.50		201 174	100-2600	610	
15		233659 07/24/21 FASTERNERS, GEAR OIL, 10W-30	67.25		210 174	100-2700	610	
18		233946 07/30/21 TUBING, P-LUCK, ADAPTERS + FC	6.74		201 174	100-2600	610	
		Claim Total for District	281.96					
4764		103188 NORTH 40 OUTFITTERS	24.99					
2		019884/4 07/27/21 METAL SHOP COMPRESSOR	18.74		201 174	100-2600	610	
		Claim Total for District	18.74					
4765		93 NORTHWESTERN ENERGY	517.50					
2		07158645 07/21/21 123 WALKER STREET	45.17		201 174	100-2600	411	
4		07158652 07/21/21 123 WALKER STREET	177.27		201 174	100-2600	411	
9		07158744 07/21/21 295 LARGENT STREET SUN RIVER	27.74		201 174	100-2600	411	
12		11025236 07/21/21 LOT 51 SOUTH HELPER	10.78		210 174	100-2700	411	
16		19932771 07/21/21 123 WALKER STREET	18.28		201 174	100-2600	411	
		Claim Total for District	279.24					
4768		109 QUILL CORPORATION	1,379.20					
4		17985108 07/13/21 8.5 X 11 PAPER	689.60		201 174	100-2500	610	
		Claim Total for District	689.60					
4769		936 REPUBLIC SERVICES	829.50					
3		285969 07/31/21 301 LARGENT STREET SUN RIVER	15.75		201 174	100-2600	431	
5		286009 07/31/21 123 WALKER STREET + PORT-A-POT	396.11		201 174	100-2600	431	
		Claim Total for District	411.86					
4770		627 SALLYS FLOWERS	300.00					
1		06/30/21 GRADUATION ROSES (60)	300.00		201 2	100-1050	610	
		Claim Total for District	300.00					
4771		301 SCHOOL SPECIALTY, LLC	95.91					
4		2081277650 07/08/21 DRY ERASE MARKERS	15.99		201 174	100-2500	610	
8		2081277650 07/08/21 DRY ERASE MARKERS	15.99		201 174	100-2500	610	
12		2081278311 07/14/21 DRY ERASE MARKERS	15.99		201 174	100-2500	610	
		Claim Total for District	47.97					

08/10/21
16:06:54

SUN RIVER VALLEY SCHOOL
Claim Approval List
For the Accounting Period: 8/21

Page: 14 of 14
Report ID: AP100H

High School

Claim Warrant	Vendor #/Name	Claim \$	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4773	102316 HIGH PERFORMANCE FLOORS, INC.	4,840.00				
2	353 07/18/21 SIMMS GYM	2,420.00		201 174	100-2600	350
	Claim Total for District	2,420.00				
4774	128 SUN RIVER ELECTRIC	2,966.88				
2	247650 07/12/21 SIMMS SCHOOL	1,017.59		201 174	100-2600	412
5	305182 07/12/21 BUS SHOP	117.93		210 174	100-2700	412
7	245963 07/12/21 FOOTBALL FIELD LIGHTS/BOARD	68.28		201 174	100-2600	412
10	247647 07/12/21 KITCHEN SERVICE	258.20		201 174	100-2600	412
14	262462 07/12/21 SUN RIVER GYM	42.93		201 174	100-2600	412
	Claim Total for District	1,504.93				
4776	141 UNIVERSAL ATHLETICS, LLC	1,454.30				
2	502-003920 07/28/21 STACKHOUSE LADDER	229.50	5444	201 174	720-3500	610
3	502-003920 07/28/21 CARDINAL SOCKS	352.00	5444	201 174	720-3500	610
5	502-003920 07/28/21 SHIPPING	62.33		201 174	720-3500	610
6	502-003923 07/26/21 TIGER HELMET DECALS	180.00	5445	201 174	720-3500	610
7	502-003923 07/26/21 HELMET STRIPS	40.00	5445	201 174	720-3500	610
8	502-003923 07/26/21 AWARD DECALS	55.00	5445	201 174	720-3500	610
9	502-003920 07/29/21 (3) SHOULDER PADS	419.97		201 174	720-3500	610
10	502-003920 07/29/21 SHIPPING	18.22		201 174	720-3500	610
	Claim Total for District	1,357.02				
4777	103180 UNIVERSAL AWARDS	112.10				
2	16643 06/16/21 HS TRACK, TENNIS, WRESTLING	112.10		201 174	720-3500	610
	Claim Total for District	112.10				
4779	101655 WINGATE BY WYNDHAM	2,090.16				
2	205493 05/18/21 STATE TENNIS HOTEL ROOMS (6)	2,090.16		201 174	720-3500	582
	Claim Total for District	2,090.16				
4780	102377 SAM'S MASTERCARD	5,175.37				
10	CC-93 07/06/21 FIRST AID/CPR 17-CARDS BENEFIS	170.00		201	625	
		CC Accounting: 201-174-100-2300-810				
14	CC-93 07/22/21 MASBO MILWAUKEE EXPEDIA	405.62		201	625	
		CC Accounting: 201-174-100-2500-582				
	Claim Total for District	575.62				
	Total High School	34,934.26				

08/10/21
07:26:52

Statement of Activity by Account Group for 07/01/21 to 07/30/21

Page: 1 of 1
Report ID: S100G

Account Group	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc.		Balance
			in Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
300 STIMMS HIGH SCHOOL	100889.33	876.88	0.00	3355.00	0.00	0.00	0.00	0.00	103367.45
700 MONEY MARKET TETON BANKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
899 MISC CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total for Student Accounts	100889.33	876.88	0.00	3355.00	0.00	0.00	0.00	0.00	103367.45
Bank Account Totals	100889.33	876.88	0.00	3355.00	0.00	0.00	0.00	0.00	103367.45

Bank Balance 103367.45
Plus Outstanding Checks 743.52
Minus Outstanding Deposits 0.00
Balance 104110.97

Minus Receipts in Transit 0.00
Statement Balance 104110.97

Bank Statement

08/10/21
07:26:20

STMMS HIGH SCHOOL
Reconciliation Report for 07/01/21 to 07/30/21

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance 103367.45
Plus Outstanding Checks 743.52
Minus Outstanding Deposits 0.00

Balance 104110.97

Minus Receipts in Transit 0.00

Statement Balance 104110.97

OK July Bank Statement

Debits

Checks Cleared 1773.46
Misc Charges 0.00

Total Debits 1773.46 *OK*

Credits

Deposits Cleared 3355.00
Misc Earnings 0.00

Total Credits 3355.00 *OK*

08/10/21
12:12:08

FORT SHAW ELEMENTARY SCHOOL
Reconciliation Report for 07/01/21 to 07/30/21

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance 20558.69
Plus Outstanding Checks 0.00
Minus Outstanding Deposits 0.00

Balance 20558.69

Minus Receipts in Transit 0.00

Statement Balance 20558.69

a July Statement

Debits
Checks Cleared 0.00
Misc Charges 0.00
Total Debits 0.00

Credits
Deposits Cleared 0.00
Misc Earnings 0.00
Total Credits 0.00

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Correspondence

Agenda Item: 3 a

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic: Personnel Policy 5251

Background:

Resignations

Certified personnel will generally be expected to fulfill the terms of their contracts, unless: (1) clearly compelling, mitigating circumstances prevent the certified or exempt individual from doing so; and (2) until such time as the Board, through public action, releases the certified individual from the terms of his/her contract.

Unclassified employees (i.e., non-certified employees) are expected to give due written notice, generally of two (2) weeks, to permit the District to conduct a search for a suitable replacement.

All resignations should be in writing. The immediate supervisor will be informed in writing, and a copy of the resignation will be delivered by the employee to the personnel office. Requests for resignations will be transmitted to the Board as part of the regular personnel report.

Discussion:

Recommendations:

Accept the resignations presented

Financial Impact:



Dave Marzolf <dmarzolf@srvs.k12.mt.us>

Head coach Middle School Girls Basketball

1 message

K C Johnson <kjohn4@icloud.com>

Wed, Jun 9, 2021 at 9:10 PM

To: Luke McKinley <lmckinley@srvs.k12.mt.us>

Cc: David Marzolf <DMarzolf@srvs.k12.mt.us>

I am officially resigning my position as the head coach for the girls middle school basketball team. Thank you for the opportunity.

KC Johnson

Sent from my iPhone



Sun River Valley Schools

- Simms High School -
- Fort Shaw Elementary -

Excellence in Education

Dave Marzolf – Superintendent x 775
Luke McKinley – 6-12 Principal x 123
Shianne Currey – K-5 Principal x 602
Belinda Klick – Business Manager x 122
Becky Hart – Technology Coordinator x 110

SRVS.K12.MT.US (406) 264-5110 Fax (406) 264-5189 PO Box 380 / 123 Walker Street, Simms, MT 59477

June 2, 2021

Mrs. Theresa Keller
PO Box 93
Fort Shaw, MT 59443

Dear Mrs. Keller,

I am in receipt of your letter received on May 21, 2021 and hereby accept your resignation as Custodian in School District #55F effective June 3, 2021.

Thank you for your service to the students and staff of School District #55F and good luck in your future endeavors.

Sincerely,

David P. Marzolf
Superintendent of Schools District 55F

cc: Personnel File
Trustees
Belinda Klick, District Clerk

To whom it may concern,

May 21, 2021

This is my letter of resignation from the Sun River Valley School District. My last day of employment will be June 3rd 2021. Thank you in advance.

Theresa Keller
~~Theresa Keller~~

RECEIVED
JUN 02 2021

BY: *David M. May Jr.*



Luke McKinley <lmckinley@srvs.k12.mt.us>

Resignation

1 message

Carly Paterson <carly.paterson4320@gmail.com>

Wed, Jun 9, 2021 at 9:06 AM

To: Luke McKinley <lmckinley@srvs.k12.mt.us>

Dear Mr. McKinley:

I am writing to notify you of my resignation as the Assistant Coach of the Simms Lady Tigers.

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Correspondence

Agenda Item: 3 b

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic: Personnel Policy 5251

Background:

The Board receives a packet and included in the packet are items of correspondence, invitations, written complaints, notices, announcements etc.

Discussion:

Recommendations:

Financial Impact:

July 26, 2021

RECEIVED
AUG 03 2021
BY: *David P. Murphy*

Robert Squires Scholarship Endowment
123 Walker Street
Simms, MT, 59477

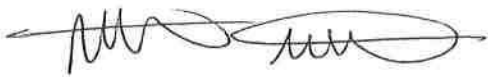
Dear Robert Squires Scholarship Endowment,

I am beyond delighted to have received the Robert Squires Science and Engineering Scholarship. I cannot not express my gratitude enough. I have wanted to attend Montana Tech since visiting the campus my 8th grade year for a science trip I won, and I couldn't be more excited that that dream is now a reality as I am about to start my third year here in Butte. This scholarship will immensely lighten my financial burden, making it possible to focus my time prominently on my schoolwork.

I graduated from Sun River Valley High School in Simms, Montana in May of 2019. Heading straight into my junior year, I am about to finish my second electrical engineering internship, working at Nucor Steel in Memphis as a power engineering intern, it has been the experience of a lifetime. I have learned so much in these short couple months, strengthening my passion for electrical engineering, especially power engineering. I am so excited to see where my degree can take me in these next couple years.

Being born and raised on a farm I have a had a strong sense of hard work and dedication instilled in me, so I can promise your scholarship money is going to be well used. I would like to thank you again for this amazing opportunity you have presented me with, it is such a blessing. I deeply appreciate your kind generosity and faith in me and my abilities. Thank you for helping me achieve my goals.

Kind regards,



Mackenzie Wiegand

Dear Simms High School Scholarship
Committee,

Thank you so much for selecting
me for the Robert Squires
Scholarship! I greatly appreciate
it! I'm going into my junior
year as an electrical engineering
student, and I absolutely love it.
I'm so excited to be able to study
and pursue something I love.

Again, thank you!

Kind wishes,

Mackenzie Wiegand

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Discussion

Agenda Item: 4

Topic:

MTSBA Region 5 Director Election

Background:

A quorum was not achieved during the Region 5 meeting held on July 21. Therefore, the election for Region 5 Director will be completed using this electronic ballot.

The MTSBA regional directors serve as the representatives from the 11 MTSBA regions on the MTSBA Board of Directors, along with 7 other municipal directors and 2 Indian School Board Caucus directors.

Incumbent Director Val Fowler is the sole nominee before the region. Please complete the electronic ballot linked here by Friday, August 27 at 5:00 pm.

Discussion:

Recommendations:

INSTRUCTIONS FOR VOTING:

Your Board should place this issue on your August meeting agenda(s), discuss the item referenced above and vote collectively on the regional director position.

Your Board Chair (or the Clerk of the District on the Board's behalf) must fill out the ballot consistent with the Board Chair's directive. In that regard, you will need to provide:

The NAME of your school district.

The NAME of the individual submitting the ballot on the District's behalf. NOTE: The individual submitting the electronic ballot on behalf of your District has to either be:

(1) your Board Chair, or

(2) your District Clerk;

Fill out the electronic vote according to the position of your Board;

Insert the Board Chair's name. By doing so, this constitutes and has the legal impact of your Board Chair's legal signature; and

Submit your District's ballot.

Financial Impact:

MTSBA Region 5 Director Election

A quorum was not achieved during the Region 5 meeting held on July 21. Therefore, the election for Region 5 Director will be completed using this electronic ballot.

The MTSBA regional directors serve as the representatives from the 11 MTSBA regions on the MTSBA Board of Directors, along with 7 other municipal directors and 2 Indian School Board Caucus directors.

Incumbent Director Val Fowler is the sole nominee before the region. Please complete the electronic ballot below by **Friday, August 27 at 5:00 pm.**

INSTRUCTIONS FOR VOTING:

Your Board should place this issue on your August meeting agenda(s), discuss the item referenced above and vote collectively on the regional director position.

Your Board Chair (or the Clerk of the District on the Board's behalf) must fill out the ballot consistent with the Board Chair's directive. In that regard, you will need to provide:

- The NAME of your school district.
- The NAME of the individual submitting the ballot on the District's behalf. NOTE: The

- (1) your Board Chair, or
- (2) your District Clerk;

- Fill out the electronic vote according to the position of your Board;
- Insert the Board Chair's name. By doing so, this constitutes and has the legal impact of your Board Chair's legal signature; and
- Submit your District's ballot.

* 2. Please provide the NAME of the individual who is submitting this electronic vote on behalf of the Board of Trustees.

* 3. Please indicate whether your school district supports or opposes the nomination of Val Fowler as MTSBA Region 5 Director.

☐ Our school district supports Val Fowler as MTSBA Region 5 Director.

☐ Our school district opposes Val Fowler as MTSBA Region 5 Director.

* 4. Signature of Board Chair. By inserting the name of your Board Chair here, this confirms and has the legal impact of your Board Chair's legal signature.



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Sun River Valley School District

Meeting Date: August 10, 2021

Category: Public Comment/Non Action Item

Agenda Item: 5

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic:

Public Comment Board Policy 1441 and 1420F

Discussion:

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Board also recognizes the statutory and constitutional rights of the public to participate in governmental operations. To allow fair and orderly expression of public comments, the Board will permit public participation through oral or written comments during the "public comment" section of the Board agenda and prior to a final decision on a matter of significant interest to the public. The Chairperson may control such comment to ensure an orderly progression of the meeting.

Individuals wishing to be heard by the Chairperson shall first be recognized by the Chairperson. Individuals, after identifying themselves, will proceed to make comments as briefly as the subject permits. The Chairperson may interrupt or terminate an individual's statement when appropriate, including when statements are out of order, too lengthy, personally directed, abusive, obscene, or irrelevant. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings. It is important for all participants to remember that Board meetings are held in public, but are not public meetings. Members of the public shall be recognized and allowed input during the meeting, at the discretion of the Chairperson.

Recommendations:

MTSBA recommends that you attach the following notice to your agendas for your regular Board meetings and/or have the Board Chairperson read it aloud at the beginning of the Board meeting, until the public becomes educated about the process:

Montana law requires school districts and other public agencies to include on the agenda for public meetings an item allowing public comment on any public matter not otherwise specifically listed on the agenda that is within the jurisdiction of the agency. As has also been the practice of the District, and in accordance with Montana law, if any member desires to speak to an item that is specifically listed/identified on the agenda, you will be allowed to do so when the item comes up for discussion and action. The public comment portion of the agenda is not the time designated to hear items that are specifically listed/identified on the agenda.

For those individuals who desire to address the Board during the "public comment" portion of the meeting, if you haven't already done so, please sign your name to the sheet located in the board room and indicate the general topic on which you will be commenting. The Board Chairperson will call individuals to speak in the order listed on the sheet provided. The Board would like to remind everyone in attendance that to avoid violations of individual rights of privacy, a member of the public wishing to address the Board during this time will not be allowed to make comments about any student, staff member, or member of the general public during his/her designated time to speak. In addition the Board will not hear comments on contested cases or other adjudicative proceedings. Depending on the number of persons who wish to address the Board, the Board Chairperson may place reasonable limits on comments, in order to maintain and ensure effective and efficient operations of the Board.

By law the District cannot take any action on any matter discussed during the "public comment" portion of the meeting, until such time as the matter is specifically noticed on the agenda, and the public has been allowed the opportunity to comment.

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Reports

Agenda Item: 6

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic:

Agenda Reports

Background:

Committees and Administration are given time to report on district activities

Discussion:

reports: Facilities, Student Council, Colony, PK-5 Principal, Principal/Athletic Director, Business Manager, Superintendent/
Transportation

Recommendations:

Fiscal Impact:

SUN RIVER VALLEY PUBLIC SCHOOLS

1 School Loop Road

Fort Shaw, MT 59443

Phone (406) 264-5586 / Fax (406) 264-5146

Ms. Holly Kincaid- Elementary Principal/ (Pre-K-5)

"Home of the Tiger Cubs"

**Board Meeting 7:00 P.M.
Tuesday, August 10, 2021**

Elementary Principal Report

Building Report

- Open House (PreK-5) August 18, 2021 Evening
- Social & Emotional Learning Implementation for 2021-2022 School Year
- Art Costa's Habits of Mind PD throughout the school year
- Multi-Tiered Systems of Support (MTSS) Implementation for Maps/ISIP Data
- Upper Elementary Student Centered Map Goals (student-teacher data conversations)

SUN RIVER VALLEY PUBLIC SCHOOLS

123 Walker Street

P O Box 380

Simms, MT 59477

Phone (406) 264-5110 / Fax (406) 264-5189

Mr. W. Luke McKinley-Principal/ (6-12) Athletic Director (6-12)

"Home of the Tigers"

Board Meeting 7:00 P.M.

Tuesday, August 10, 2021

6-12 Principal Report

Building Report

Startup 6-12 school year 21-22.

Handbook updates presented to board MS/HS.

Out of District Student Listing.

Graduation 2022 (May 22, Sunday 1:00 PM)

Athletics/Activities Report

MHSA activities and news.

Activity Scheduling.

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Old Business

Agenda Item: 7

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic:

Consider to Approve New Policies—Second Reading

Background:

Consider to Approve New Recommended Policies – 2nd Reading

Policy 3413 – Student Immunization	Action
Policy 5320 – Prevention of Disease Transmission	Action
Policy 8129 – Chemical Safety	Action
Policy 8131 – Indoor Air Quality	Action
Policy 8302 – Noxious Plant and Animal Control	Action
Policy 8303 – Facility Cleaning and Maintenance	Action
Policy 8502 – Construction and Repairs	Action

Discussion:

Recommendation:

Approve Second Reading



Dave Marzolf <dmarzolf@srvs.k12.mt.us>

MTSBA Policy Updates - Special Edition - HB 102

1 message

Kris Goss <kgoss@mtsba.org>
To: Kris Goss <kgoss@mtsba.org>

Thu, May 27, 2021 at 10:06 AM

MTSBA Policy Maintenance Program Members:

HB 102 is legislation addressing the presence of firearms at educational facilities. It was approved by the legislature, signed by the Governor, and takes effect on July 1, 2021. There are several statutes to review when determining how HB 102 and the related LR-130 affect the authority school boards of trustees have on the issue of governing the presence of weapons in school buildings and on school property,

Regulation of Weapons in School Buildings

HB 102 and LR-130 did not amend Section 45-8-361, MCA, which states, "A person commits the offense of possession of a weapon in a school building if the person purposely and knowingly possesses, carries, or stores a weapon in a school building." This statute is referenced in HB 102 and outlines the authority of a board of trustees to govern the presence of weapons in school buildings. Further, the statute gives local boards of trustees the authority to authorize the possession or storage of a firearm or weapon in a school building. This statute remains in effect and is consistent with Article X, Section 8, of the Montana Constitution which authorizes school boards of trustees to exercise supervision and control over the schools in each district as provided by law.

Regulations of Weapons on School Property by Visitors

MTSBA has updated Model Policy 4332 – Conduct on School Property to give school districts two options complying with HB 102 and LR-130 in a manner consistent with the Montana Constitution and Section 45-8-361, MCA. The policy gives two options for governing the conduct on visitors present on school property through the definition of "school building." Each option is supported by aspects of Montana law. The options reflect a board of trustees' authority to govern the operations of the school district consistent with the concept of local control outlined in the Montana Constitution.

Option 1 in the policy provides for an expanded definition of "school building" to not only include indoor structures enclosed by walls and a roof but also those outdoor facilities that may be used by people such as stadiums and bleachers which are leased or owned by a school district and meet the Montana Building and Construction Standards definition of building. This expanded definition prohibits the possession of firearms or weapons in all of these types of buildings. School districts considering this option must take into account the definition provided may subject the district to litigation asserting the school district is exceeding its authority as restricted by LR-130 and HB 102. Any such challenge will be subject to review in accordance with the board of trustees' authority under Article X, section 8, of the Montana Constitution.

Option 2 in the policy provides for a narrow definition of "school building" that will include indoor structures enclosed by walls and a roof but exclude outdoor facilities such as stadiums or bleachers. This definition relies on the definition of school building used in the Montana Criminal Code and by the Montana Department of Revenue. This definition will be considered consistent with LR-130 and HB 102 but may expose the school district to other challenges asserting the board of trustees has not taken all available measures to ensure a safe school setting. Any such challenge will be subject to review in accordance with the board of trustees' authority under Article X, section 8, of the Montana Constitution.

Policy 4332 also contains an option to address the presence of non-firearm weapons on school property outside school buildings as permitted by LR-130 and Article X, section 8 of the Montana Constitution.

MTSBA Model Policy 4315 – Visitor and Spectator Conduct has also been updated to refer to the update in Policy 4332 regardless of the option selected.

Regulation of Firearms as it relates to Employees

To further address HB 102, MTSBA has updated Model Policy 5223 – Personal Conduct to clarify the definition of building as it relates to the authority of the school district to govern an employee's ability to possess or carry a weapon or firearm in a school building. The authority to govern employee conduct is addressed in MTSBA Model Policy 5121 – Applicability of Personnel Policies. Further, ARM 10.55.701(2)(d) requires boards to adopt policies delineating the responsibilities of staff in the district. Finally, an employment contract will bind a staff member to the policies of the district.

Regulation of Firearms as it relates to Students

With regard to enrolled students in public school districts, HB 102 and LR-130 did not amend Section 20-5-202, MCA, which states:

(2) (a) The trustees of a district shall adopt a policy for the expulsion of a student who is determined to have brought a firearm, as defined in 18 U.S.C. 921, to school and for referring the matter to the appropriate local law enforcement agency. A student who is determined to have brought a firearm to school under this subsection must be expelled from school for a period of not less than 1 year, except that the trustees may authorize the school administration to modify the requirement for expulsion of a student on a case-by-case basis. The trustees shall annually review the district's weapons policy and any policy adopted under this subsection (2)(a) and update the policies as determined necessary by the trustees based on changing circumstances pertaining to school safety.

This statute prohibits students from bringing a firearm "to school." This statute is not limited to "school buildings" like the statutes in Title 45. So, to further analyze what it means to bring a firearm to school, a review of Section 20-5-201, MCA, is required. This statute states students "shall comply with the policies of the trustees and rules of the school" and are under the control and authority of the teachers, principal, and district superintendent when the student "is in school or on school premises, on the way to and from school, or during intermission or recess."

This statute is consistent with MTSBA Model Policy 3311 – Firearms and Weapons. Policy 3311 prohibits students from possessing "a firearm at, any setting that is under the control and supervision of the school district." The policy also prohibits students from possessing other weapons on school property. While HB 102 and LR-130 did not affect this policy, MTSBA has updated Model Policy 3311 to clarify the authority of a school district to discipline a student for possessing a firearm or weapon as outlined in the policy.

MTSBA will continue to monitor LR-130, HB 102, and any related court action to provide additional policy updates.

Thank you for your participation in the MTSBA Policy Maintenance Program.

Kris Goss

Director of Policy Services/Senior Counsel

Montana School Boards Association

5 attachments



3310-Student Discipline.doc

46K



3311-Firearms and Weapons.doc

48K



4315-Visitor and Spectator Conduct.doc

33K



4332-Conduct on School Property.doc

59K



5223-Personal Conduct.doc

44K



Dave Marzolf <dmarzolf@srvs.k12.mt.us>

MTSBA Policy Update - Policy 3413 - HB 702

1 message

Kris Goss <kgoss@mtsba.org>

Tue, Jun 1, 2021 at 8:52 AM

To: Kris Goss <kgoss@mtsba.org>

MTSBA Policy Maintenance Program Members:

HB 702 passed the 2021 Legislature and was signed into law effective May 14, 2021. Section 1 of the bill that is now law provides that it is an unlawful discriminatory practice for a governmental entity to refuse, withhold from, or deny to a person any local or state services, goods, facilities, advantages, privileges, licensing, educational opportunities, health care access, or employment opportunities based on the person's vaccination status. The law also provides it is unlawful for an employer to refuse employment to a person, to bar a person from employment, or to discriminate against a person based on the person's vaccination status.

HB 702 includes an exception that specifically states the new law does not apply to the vaccines required for schools in Title 20:

"(2) This section does not apply to vaccination requirements set forth for schools pursuant to Title 20, chapter 5, part 4, or day-care facilities pursuant to Title 52, chapter 2, part 7."

However, vaccines against COVID-19 vaccine aren't listed in the required school vaccines so this exception for schools in the bill doesn't apply to that specific type of immunization. This means schools can't deny access to services due to COVID-19 vaccine status or ask about COVID-19 vaccine status under the new law.

In order to address this legislation and its exception, MTSBA has prepared an adjustment to Model Policy 3413. The new law does NOT change the required vaccines for students in schools so that provision of the policy is unchanged. The new version of the policy includes a new provision stating it does not apply to vaccines against COVID-19. This ensures the policy continues to govern required vaccines but complies with the new law and its exception related to COVID-19. With this change, the Policy will accurately reflect the law as stated in the MT-PEC Model Safe Return to School and Continuity of Services Plan.

Please contact me if you have questions about Policy 3413, HB 702, or the Model Safe Return to School and Continuity of Services Plan. Thank you for your continued participation in the MTSBA Policy Maintenance Program.

Kris Goss
Director of Policy Services/Senior Counsel
Montana School Boards Association

 **3413-Student Immunization.docx**
22K



Dave Marzolf <dmarzolf@srvs.k12.mt.us>

Re: MTSBA Policy Services

1 message

Kris Goss <kgoss@mtsba.org>
To: David Marzolf <dmarzolf@srvs.k12.mt.us>

Tue, May 25, 2021 at 10:08 AM

The corrected version is attached.

Kris Goss

From: David Marzolf <dmarzolf@srvs.k12.mt.us>
Date: Tuesday, May 25, 2021 at 10:05 AM
To: Kris Goss <kgoss@mtsba.org>
Subject: Re: MTSBA Policy Services

when I click on 8129, policy 8131 comes up. which is 8129 and which is 8131?

thanks

M

On Fri, May 21, 2021 at 11:47 AM Kris Goss <kgoss@mtsba.org> wrote:

MTSBA Policy Maintenance Program Members:

The MTSBA Policy Services team has monitored recent regulatory changes affecting school districts from the Department of Public Health and Human Services and Department of Environmental Quality and has prepared necessary updates to the MTSBA Model Policy manual. This edition of MTSBA Policy Notes provides updates to the MTSBA Master Policy Manual, as explained below, and addresses the most timely updates needed to ensure compliance with the new expectations through an accessible policy format.

The specific policies are outlined below. The updates are divided into the follow categories: Required or Recommended Changes to Existing Policies and Required or Recommended New Policies.

Districts that have previously adopted an existing model will adopt required changes and decide whether to adopt recommended changes. If a district has not previously adopted an existing model, it may do so now with the applicable changes. Districts will adopt new required policies and decide whether to adopt a new recommended policy. All of the policies are not emergency policies so they will require the number of readings specified in each district's Policy 1310.

The marked up word versions of the policies are attached. Please report back to MTSBA staff when the policies have been adopted by the board of trustees. MTSBA staff will then update the district's policy manual as hosted on

MTSBA.org to reflect the adopted changes as they relate to your current policies, adopted/revised on date, and headers.

MTSBA Model Policy Updates May 2021:

Required Changes to Existing Policies if Previously Adopted

MTSBA Model Policy 3416 – Administering Medication to Students

MTSBA updated this model policy to reflect regulatory changes governing the storage of medication, the delegation of nursing duties and revisions to advised best practices.

MTSBA Model Policy 3417 – Communicable Diseases

MTSBA updated this model policy to reflect regulatory changes governing health and hygiene requirements in schools and revisions to advised best practices. This model policy will also ensure necessary provisions regarding health and safety are part of the district's permanent manual when emergency policies are terminated.

MTSBA Model Policy 5320 – Prevention of Disease Transmission

MTSBA updated this model policy to reflect regulatory changes governing health and hygiene requirements in schools and revisions to advised best practices. This model policy will also ensure necessary provisions regarding health and safety are part of the district's permanent manual when emergency policies are terminated.

MTSBA Model Policy 5325 – Breastfeeding in the Workplace

MTSBA updated this model policy to reflect regulatory changes governing appropriate and suitable accommodation of breastfeeding students, employees, and visitors.

Recommended Changes to Existing Policies if Previously Adopted

MTSBA Model Policy 8130 – Air Quality Restrictions

MTSBA updated this model policy to reflect recent regulatory changes governing air quality in schools.

MTSBA Model Policy 8200 – Food Services

MTSBA updated this model policy to reflect recent regulatory changes governing school food services.

MTSBA Model Policy 8301 – District Safety

MTSBA updated this model policy to reflect regulatory changes governing safety requirements in schools and revisions to advised best practices.

MTSBA Model Policy 8410 – Operation and Maintenance of Facilities

MTSBA updated this model policy to reflect regulatory changes governing the operation of school facilities and revisions to advised best practices.

MTSBA Model Policy 8421 – Lead Renovation

MTSBA updated this model policy to reflect additional options for informing parents about facility renovations involving lead.

Required New Policies

MTSBA Model Policy 8411 - Water Supply Systems

MTSBA developed this model policy to ensure districts comply with water testing requirements that now govern schools and school water systems. Specifically, schools using and non-public water system must submit water samples for testing and comply with other standards.

Recommended New Policies

MTSBA Model Policy 8129 – Chemical Safety

MTSBA developed this model policy to assist districts in complying with Montana Code Annotated and regulatory changes governing chemical storage.

MTSBA Model Policy 8131 – Indoor Air Quality

MTSBA developed this model policy to assist districts in complying with regulatory changes governing ventilation systems and filters inside school buildings.

MTSBA Model Policy 8302 – Noxious Plant and Animal Control

MTSBA developed this model policy to assist districts in complying with regulatory changes governing the operation of school facilities related to application of herbicide and pesticide and other pest management procedures while reflecting revisions to advised best practices.

MTSBA Model Policy 8303 – Cleaning and Disinfecting

MTSBA developed this model policy to assist districts in complying with regulatory changes governing health and hygiene requirements in schools and revisions to advised best practices. This model policy will also ensure necessary provisions regarding health and safety are part of the district's permanent manual when emergency policies are terminated.

MTSBA Model Policy 8502 – School Construction and Repairs

MTSBA developed this model policy to assist districts in complying with regulatory changes governing the construction of new schools or facilities or repairs to existing schools. These regulations provide a checklist for school leaders to follow when completing a construction or repair project to ensure full compliance with health and safety regulations.

Thank you all 170 districts for your continued participation in the MTSBA Policy Maintenance Service Program.

Please contact me if you have any questions.

Thank you,

Kris Goss

Director of Policy Services/Senior Counsel

Montana School Boards Association

This email has been scanned for spam and viruses by Proofpoint Essentials. [Click here to report this email as spam.](#)



8129 - Chemical Safety.doc

33K

STUDENTS

3413

Student Immunization

The Board requires all students to present evidence of their having been immunized against the following diseases: varicella, diphtheria, pertussis (whooping cough), poliomyelitis, measles (rubeola), mumps, rubella, and tetanus in the manner and with immunizing agents approved by the department.

Haemophilus influenza type "b" immunization is required for students under age five (5). Upon initial enrollment, an immunization status form shall be completed by the student's parent or guardian. The certificate shall be made a part of the student's permanent record.

A student who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of immunization. Within thirty (30) days after a transferring student ceases attendance at the school of origin, the school shall retain a certified copy for the permanent record and send the original immunization records for the student to the school district to which the student transfers. Exemptions from one or more vaccines shall be granted for medical reasons upon certification by a physician indicating the specific nature and probable duration of the medical condition for not administering the vaccine(s). Exemptions for religious reasons must be filed annually. The statement for an exemption shall be maintained as part of the student's immunization record. The permanent file of students with exemptions shall be marked for easy identification, should the Department of Public Health and Human Services order that exempted students be excluded from school temporarily when the risk of contracting or transmitting a disease exists. Exclusion shall not exceed thirty (30) calendar days.

The administrator may allow the commencement of attendance in school by a student who has not been immunized against each disease listed in § 20-5-403, MCA, if that student has received one or more doses of varicella, polio, measles (rubeola), mumps, rubella, diphtheria, pertussis, and tetanus vaccine, except that Haemophilus influenza type "b" vaccine is required only for children under 5 years of age.

The District shall exclude a student for noncompliance with the immunization laws and properly notify the parent or guardian. The local health department may seek an injunction requiring the parent to submit an immunization status form, take action to fully immunize the student, or file an exemption for personal or medical reasons.

This policy does not apply to or govern vaccinations against COVID-19. The Board does not require immunization against COVID-19 in order to enroll in the District in accordance with Montana law. District officials shall not inquire about the COVID-19 vaccination status of students, employees, or visitors. District officials shall not make decisions regarding access to District services for students, employees, or visitors based upon an individual's COVID-19 vaccination status. Students enrolled in dual credit courses in accordance with District policies may be subject to distinct immunization requirements of the applicable post-secondary institution.

Legal Reference:	§ 20-3-324(20), MCA	Powers and duties
	§ 20-5-402 - 410, MCA	Health
	§ 20-5-403, MCA	Immunization required – release and acceptance of immunization records
	§ 20-5-405, MCA	Medical or religious exemption
	Chapter 418	2021 General Legislative Session

PERSONNEL

5230

5320

Prevention of Disease Transmission

All District personnel shall be advised of routine procedures to follow in handling body fluids. These procedures, developed in consultation with public health and medical personnel, shall provide simple and effective precautions against transmission of diseases to persons exposed to the blood or body fluids of another. The procedures shall follow standard health and safety practices. No distinction shall be made between body fluids from individuals with a known disease or infection and from individuals without symptoms or with an undiagnosed disease.

The District shall provide training on procedures on a regular basis. Appropriate supplies shall be available to all personnel, including those involved in transportation and custodial services.

The District shall provide soap and disposable towels or other hand-drying devices shall be available at all handwashing sinks. Common-use towels are prohibited. The District shall provide sanitary napkin disposal in teachers' toilet rooms and nurses' toilet rooms. The District shall provide either sanitary napkin dispensers in the girls', nurses', and teachers' toilet rooms or some other readily available on-site access to sanitary napkins.

If a staff member develops symptoms of any reportable communicable or infectious illness while at school, the responsible school officials shall do the following:

- (a) isolate the staff member immediately from students or staff
- (b) consult with a physician, other qualified medical professional, or the local county health authority to determine if the case should be reported.

Healthy Hand Hygiene Behavior

All staff and volunteers present in any school building shall engage in hand hygiene at the following times, which include but are not limited to:

- (a) Arrival to the facility and after breaks
- (b) Before and after preparing, eating, or handling food or drinks
- (c) Before and after administering medication or screening temperature
- (d) After coming in contact with bodily fluid
- (e) After recess
- (f) After handling garbage
- (g) After assisting students with handwashing
- (h) After use of the restroom

Hand hygiene includes but is not limited to washing hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

5320

Staff members shall supervise children when they use hand sanitizer and soap to prevent ingestion. Staff members shall place grade level appropriate posters describing handwashing steps near sinks.

Confidentiality

This policy in no way limits or adjusts the School District's obligations to honor staff privacy rights. All applicable district policies and handbook provision governing confidentiality of staff medical information remain in full effect.

Legal Reference: 37.114.101, et seq., ARM Communicable Disease Control
 37.111.825, ARM Health Supervision and Maintenance

Policy History:

Adopted on:

Reviewed on:

Revised on:

NONINSTRUCTIONAL OPERATIONS

8129

Chemical Safety

The District shall establish and maintain a Chemical Hygiene Plan all areas that store hazardous chemicals including but not limited to science labs, industrial arts classrooms or buildings. Chemical Hygiene Plans shall include plans for appropriate selection, storage, inventory, use, and disposal of hazardous chemicals, and biological materials.

The District has designated _____ as the Chemical Hygiene Officer in accordance with the requirements of the Occupational Safety and Health Administration. The Officer has primary responsibility for ensuring the implementation of all components of the Chemical Hygiene Plan.

Safety Data Sheets for all materials in science labs, industrial arts classrooms or buildings, and art labs, and lab storage rooms shall be stored in those rooms and be accessible at all times. The Safety Data Sheets shall also be kept in a secure, remote site outside of the science lab, industrial arts classroom or buildings, and art labs, and lab storage rooms.

All District staff shall ensure storage areas are kept clean and organized. Unused hazardous materials shall be disposed in a timely manner as stated by the manufacturer and approved by DEQ. Schools shall consult with the DEQ and the DPHHS for additional information about how they can properly discard hazardous material.

Legal Reference: 37.111.812, ARM
Section 50-78-101, MCA, et seq

Safety Requirements
Montana Employee and Community
Hazardous Chemical Information
Act

Policy History:

Adopted on:

Reviewed on:

Revised on:

NONINSTRUCTIONAL OPERATIONS

8131

Indoor Air Quality

The District shall ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible. District ventilation systems shall undergo annual checks by the school facility manager, superintendent or other staff approved by the superintendent to ensure ventilation systems are operating within manufacturer parameters.

Air filters in the District shall have a minimum efficiency reporting value of between 8 and 13 as recommended by the National Air Filtration Association and the EPA unless other types of non-MERV rated filters are used.

To the greatest extent possible during times of poor outdoor air quality, the District shall change filters to MERV 13 or greater in ventilation systems using MERV rated air filters. The District shall clean any electrostatic air filters according to manufacturer specifications.

The school facility manager, superintendent or other staff approved by the superintendent shall complete annual indoor air quality inspections using the Walk-Through Inspection Checklist from EPA's Indoor Air Quality Tools for Schools or other DPHHS-approved inspection form.

The District shall maintain records of indoor air quality inspection on site for no less than three years and the records shall be made available to the local health authority and DPHHS upon request.

Legal Reference: 37.111.826, ARM Indoor Air Quality

Policy History:

Adopted on:

Reviewed on:

Revised on:

NONINSTRUCTIONAL OPERATIONS

8302

Noxious Plant and Animal Control

Each school and school site shall be maintained free of harborage for insects, rodents, and other pests. Extermination methods and other measures to control pests shall conform with the requirements of the DPHHS or the local health authority.

All areas shall be maintained free of accumulation of debris or standing water which may provide harborage for pests.

Storage areas shall be maintained so as to prevent pest harborage. Lumber, pipe, and other building materials shall be stored neatly.

The growth of brush, weeds, and grass shall be controlled to prevent harborage of pests. School grounds shall be maintained to prevent the growth of noxious weeds considered detrimental to health.

Integrated Pest Management Plan

The District has developed and implemented an Integrated Pest Management (IPM) program. Students, parents, and staff shall be notified when chemicals for IPM are going to be used. The school IPM shall include strategies to prevent the spread of pests.

The facility manager, superintendent or other staff approved by the superintendent shall, whenever practical, ensure the use of nonchemical methods to control pests, including proper sanitation practices, structural repair, and window screens.

Pesticide Application Notification

Except as otherwise provided in this policy, the District shall notify parents or guardians of students of the application of a pesticide to an area of the school that is used by or is accessible to students least 24 hours before the application. The notification shall state the following:

- (a) A description of the area where the pesticide will be applied;
- (b) The date and approximate time of application;
- (c) The common or brand name of each pesticide to be used;
- (d) The targeted pests to be controlled by the pesticide;
- (e) Each active ingredient in the pesticide;
- (f) The EPA registration number;
- (g) The telephone contact number, if any, on the label of the pesticide for additional information about each pesticide; and
- (h) A contact name and telephone number at the school.
- (i) If the application will be outdoors, the notification shall also include three dates in chronological order in case the preceding date is canceled due to weather.

During the school year, the notification required by this policy shall be made by individual notice delivered by phone, face-to-face oral communication, electronic mail, postal mail, or facsimile. The Board of Trustees authorizes the superintendent or other staff approved by the superintendent to develop a registration system to provide this notification only to those parents who wish to receive the notification. The registration shall provide written notice to the parents or guardians of the student at the beginning of the school year, or upon a child's enrollment, that pesticides may be used in or around the school. The administrator shall develop methods to permit each parent or guardian how to register to be notified at least 24 hours before a pesticide treatment.

If pesticides are used outside the school year and the school is open or to be accessible by the public, the notification required shall be prominently posted in a conspicuous location on the school premises at least 24 hours before the pesticide application is scheduled to occur.

Immediately before starting the application of a pesticide, the certified applicator shall post in the area of the school where the pesticide is to be applied, a sign 8.5x11-inch in size, or greater. Fonts shall be no smaller than 26 point (one-fourth inch). The administrator shall ensure the sign remains posted and students are kept out of the treated area until the reentry interval on the label, if any, has expired, or, if the label does not specify a reentry interval, for at least 24 hours.

Emergency Pesticide Application

The superintendent or other staff approved by the superintendent may authorize an immediate pesticide treatment without prior notification if the superintendent determines an emergency exists. An emergency includes an immediate and unanticipated threat to the health and safety of the individuals at the school. If a school administrator authorizes an emergency pesticide application all the information that is required in a notice under this policy shall be included in the record maintained as required by this policy

Exceptions to the Notice Requirements

The following pesticide applications are not subject to the notification or posting requirements of this rule:

- (a) Applications of antimicrobial pesticides;
- (b) An application where the school remains unoccupied for a continuous 72- hour period following the application of the pesticide;
- (c) Applications of rodenticides in tamper-resistant bait stations or in areas inaccessible to students; and
- (d) Applications of silica gels and other ready-to-use pastes, foams, or gels that will be used in areas inaccessible to students.

Record Keeping

The superintendent or other staff approved by the superintendent shall keep records of pesticide applications subject to the notification and posting requirements of this rule. Records shall include:

- (a) A copy of each notice issued;
- (b) The date of application;
- (c) The name and employer of the individual who applied the pesticide, including the individual's certification number;
- (d) The rate of application;
- (e) The concentration of the pesticide applied; and
- (f) The total amount of pesticide used.

Records shall be kept for at least five years and shall be made available to the local health authority, DPHHS, or the public for review upon request.

Legal Reference: 37.111.846, ARM Noxious Plant and Animal Control
 10.55.701(s), ARM Board of Trustees

Policy History:

Adopted on:

Reviewed on:

Revised on:

NONINSTRUCTIONAL OPERATIONS

8303

Page 1 of 3

Facility Cleaning and Maintenance

District personnel shall routinely both clean by removing germs, dirt and impurities and, when necessary, disinfect by using chemicals to kill germs on all surfaces and objects in any school building and on school property that are frequently touched. This process shall include cleaning objects/surfaces not ordinarily cleaned daily.

Personnel shall clean with the cleaners typically used and will use all cleaning products according to the directions on the label. When necessary, personnel shall disinfect with common EPA-registered household disinfectants. Personnel shall follow the manufacturer's instructions for all cleaning and disinfection products.

When necessary, the District shall provide EPA-registered disposable wipes to teachers, staff, and secondary students so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before use. The superintendent or other staff approved by the superintendent are required to ensure adequate supplies to support cleaning and disinfection practices. Specifically, the District shall comply with the following cleaning and maintenance requirements:

- (a) Daily cleaning and maintenance services will be provided whenever the school is in use.
- (b) Each janitor room will be kept clean, ventilated, lockable, and free from odors.
- (c) Soiled mop heads will be changed frequently, using laundered replacements.
- (d) Toilets, lavatories, and showers will not be used for washing and rinsing of mops, brooms, brushes, or any other cleaning device.
- (e) Cleaners used in cleaning showers, lavatories, urinals, toilet bowls, toilet seats, and floors will contain fungicides or germicides.
- (f) Deodorizers and odor-masking agents will not be used
- (g) Toilet bowl brushes, mops and sponges will be used only for cleaning toilet bowls and urinals and will be stored separately from other cleaning devices. Cleaning devices used for lavatories and showers may not be used for any other purposes.
- (h) Dry dust mops and dry dust cloths for cleaning purposes are prohibited, except for use on gymnasium floors. Only treated mops, wet mops, treated cloths, moist cloths or other means approved by the DPHSS or local health authority which will not spread soil from one place to another may be used for dusting and cleaning, with the exception of gymnasium floors.
- (i) All furnishings, fixtures, floors, walls, and ceilings will be clean and in good repair as outlined in this Policy.
- (j) Cleaning compounds and pesticides will be stored, used, and disposed of in accordance with the manufacturer's instructions.
- (k) Safety data sheets will be kept with all cleaning supplies in the area where the cleaning supplies are located.
- (l) As current non-green cleaning supplies are depleted it is recommended that they are

- replaced with cleaning products that are "Green Products."
- (m) All cleaning supplies need to have an EPA registration number, a "use by" reading letter, be stored with approved ventilation, and stored out of the reach of students.
 - (n) All vomit, blood, and fecal matter including diarrhea will be cleaned using appropriate personal protective equipment. Cleaning supplies and personal protective equipment used for vomit, blood, and fecal matter clean-up will be disposed in accordance with disposal of medical equipment in Policy 3416, if applicable. All affected areas will be disinfected in accordance with this Policy.
 - (o) All therapeutic whirlpools will be constructed and maintained for easy cleaning. Whirlpools will be drained and sanitized after each use. Individuals with open sores or infections are prohibited from using therapeutic whirlpools.

Assigned Cleaning and Disinfecting

Personnel shall evaluate and identify surfaces and objects to be cleaned and disinfected in accordance with their knowledge, experience, and applicable guidance from federal, state, tribal, and local health officials. Personnel shall have access to or the opportunity to access the latest available guidance upon request to their supervisor.

Personnel shall coordinate with colleagues and supervisors to develop a plan, schedule, and routine to regularly clean identified surfaces and objects. Personnel shall honor this plan, schedule, and routine until adjusted. Reasons for adjustment may include but are not limited to change in school schedule, absence of colleagues, availability of equipment and supplies, and federal, state, tribal or local health directives and guidance. If adjustment is necessary, personnel shall again coordinate with colleagues and supervisors to improve the plan, schedule, and routine. Personnel shall solicit and accept perspectives from colleagues and other school officials when considering improvements to the plan.

Personnel shall prioritize cleaning frequently touched and indoor surfaces. Hard and non-porous surfaces and objects that are touched daily shall be the top priority for cleaning on a daily basis. Hard and non-porous surfaces and objects that are not indoors or have not been occupied for seven days shall be routinely cleaned. Personnel shall always use chemicals, products, and substances in a manner consistent with the applicable instructions.

Personnel shall thoroughly clean or launder soft, porous, or fabric-based materials as permitted by location and substance. During evaluation and identification of surfaces, personnel shall consider removing soft and porous materials in high traffic areas that may increase risk of exposure.

Personnel shall establish and maintain safe work practices in accordance with these procedures and School District policy in order to reduce the risk of exposure. If disinfection of any surface

or item is necessary, disinfection shall occur in accordance with stated guidance and substance instructions.

Physical Barriers and Guides

Personnel shall review school buildings and identify areas where installation of physical barriers, such as sneeze guards and partitions, shall assist or protect students and staff. Personnel shall coordinate with building or district administrators to complete or install any identified physical barrier.

Legal References: 37.111.841, ARM Cleaning and Maintenance
10.55.701(s), ARM Board of Trustees

Policy History:

Adopted on:

Reviewed on:

Revised on:

NONINSTRUCTIONAL OPERATIONS

8502

Construction and Repairs

Before commencing new school construction or repairs, the District shall submit plans for construction of a new school or an addition to or an alteration of an existing school to DPHHS or the local health authority for review and approval. Plans shall include the following where applicable:

- (a) Location and detail of classrooms used for science or science laboratories, consumer science, art classrooms, art supply rooms, mechanic/carpentry, and industrial arts, including location and ventilation detail of lockable storage area of chemicals and other hazardous products;
- (b) Location and detail of janitorial facilities;
- (c) Specifications for the sewage treatment and disposal system to serve the school unless previously approved;
- (d) Specifications for the water supply to serve the school unless previously approved;
- (e) Locations for all emergency eyewash and shower stations, which shall meet the American National Standard for Emergency Eyewash and Shower Equipment;
- (f) Location and detail of laundry facilities including description of equipment and a flow chart indicating the route of laundry through sorting, washing, drying, ironing, folding, and storage;
- (g) Specifications for the final finishes of floors, walls and ceilings in toilet, locker and shower rooms, laundries, and janitorial closets;
- (h) Statement from the designer of the facilities that lighting capable of meeting the minimum requirements of ARM 37.111.830 will be provided;
- (i) Location and detail of the solid waste storage facilities;
- (j) name of DEQ-approved sanitary landfill which will receive solid waste from the school;
- (k) Specifications for a food service to serve the school unless the food service has been previously approved by the DPHHS and/or local health authority;
- (l) Any other information requested by the DPHHS or local health authority relating to the health, sanitation, safety, and physical well-being of the teachers, staff, and students;
- (m) Specifications for any new or modified playground equipment, which shall comply with the standards of the United States Consumer Product Safety Commission's 2010 Handbook for Public Playground Safety and the requirements of the 2010 ADA Standards for Accessible Design;
- (n) Specifications for any new or modified air intakes;
- (o) Specifications for any radon-resistant technique used in the building process;
- (p) Documentation reflecting how the topography of the site will permit good drainage of surface water away from the school building to eliminate significant areas of standing water and infiltration of surface water into the school building;
- (q) Specifications showing all chemical storage areas in new construction will be constructed to maintain negative air pressure to eliminate contamination of the school's indoor air quality by being vented to the outside of the building;

- (r) Specifications showing gas supply lines serving science laboratories, consumer science, industrial arts, and other rooms utilizing multiple outlets will have a master shut-off valve that is readily accessible to the instructor or instructors-in-charge without leaving the classroom or storage area;
- (s) Specifications showing industrial arts classrooms or buildings and other rooms using electrically will operated instruction equipment which presents a significant safety hazard to the student utilizing such equipment shall be supplied with a master electric switch readily accessible to the instructor or instructors-in-charge without leaving the classroom or storage area.
- (t) Specifications showing that janitorial storage spaces will be lockable, have sufficient storage are for equipment and chemicals; and be vented to the outside of the building.
- (u) Specifications showing that hot and cold water shall be provided to handwashing sinks and shower facilities. Hot water shall not be below 100° F nor exceed a temperature of 120° F.
- (v) Documentation showing DPHHS the use of radon prevention strategies in new construction.

The District shall not commence construction may not commence until all plans required by this policy been approved by DPPHS or the local health authority. Construction shall be in accordance with the plans as approved unless permission is granted in writing by the DPHHS or the local health authority to make changes.

Change of Use in Existing Building

The District shall not use an existing building not currently utilized as a school without the prior approval of the DPHHS or the local health authority. The District shall comply with this policy when modifying a building in order to be utilized as a school.

The District is authorized to use of modular or mobile buildings in response to temporary or permanent closure of the existing school facility, segments thereof, or classroom overflow when plans are submitted and approved by DPHHS or the local health authority.

Legal Reference:	Section 50-1-206, MCA 50-1-203, 50-1-206, MCA
	37.111.804, ARM Preconstruction Review
	37.111.805, ARM Existing Building – Change of Use
	10.55.701(s), ARM Board of Trustees
	10.55.701(l), ARM Board of Trustees

Policy History:

Adopted on:

Reviewed on:

Revised on:

Sun River Valley School District

Meeting Date: August 10, 2021

Category: New Business— Action

Agenda Item: 8 a

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic:

MTSBA Policy Update/MTSBA Policy Maintenance

Background:

See attached Policy Notes

Discussion:

Please see attached polices in the packet

Policy 1905 Covid-19 Emergency Measures

Action

Policy 2170 Digital Academy Classes

Action

Policy 2170P Digital Academy Classes

Action

Policy 2332 Religion and Religious Activities

Action

Policy 2600 Work Based Learning Program

Action

Policy 2600F Work Based Learning Agreement

Action

Policy 2600P Work Based Learning Insurance

Action

Policy 3121 Enrollment and Attendance Records

Action

Policy 3150 Part-time Attendance

Action

Policy 3233 Student Use of Buildings

Action

Policy 3311 Firearms

Action

Policy 3413 Student Immunization

Action

Policy 3510 School-Sponsored Student Activities

Action

Policy 3550 Student Clubs

Action

Policy 3550F Student Club Application

Action

Policy 4211 Community Relations

Action

Policy 4331 Use of School Property

Action



Dave Marzolf <dmarzolf@srvs.k12.mt.us>

MTSBA Policy Notes - June 30, 2021

1 message

Kris Goss <kgoss@mtsba.org>
To: Kris Goss <kgoss@mtsba.org>

Wed, Jun 30, 2021 at 12:08 PM

MTSBA Policy Maintenance Program Members:

The MTSBA Policy Services team has monitored recent statutory and regulatory changes affecting school districts and has prepared necessary updates to the MTSBA Model Policy manual. This edition of MTSBA Policy Notes provides updates to the MTSBA Master Policy Manual to address the most timely updates needed to ensure compliance with the law and best practice.

The specific policies are outlined below. Districts that have previously adopted an existing model policy will adopt required changes and decide whether to adopt recommended changes. If a district has not previously adopted an existing model policy, it may do so now with the applicable changes. Districts will adopt new required policies and decide whether to adopt a new recommended policy. All of the policies will require the number of readings specified in each district's Policy 1310.

The marked up word versions of the policies are attached. Please report back to MTSBA staff when the policies have been adopted by the board of trustees. MTSBA staff will then update the district's policy manual as hosted on MTSBA.org to reflect the adopted changes as they relate to your current policies, adopted/revised on date, and headers.

Student Athletics and Activities

During the recent Legislative Session, the Legislature passed and the Governor approved, three pieces of legislation that affect how public schools provide opportunities to participate in activities and athletics. These bills take effect on July 1, 2021. This means the newly amended or created statutes govern school districts starting tomorrow. A summary of those bills and the affected policies are as follows.

SB 157 – Allows otherwise unenrolled children to seek to participate in extracurricular activities offered by a public school district. The legislation states children not enrolled in the public school may seek to try out for activities and participate in the activity if the child meets the same standards as enrolled students for performance, academic, and behavioral eligibility. MTSBA Model Policy 3510 has been updated to address this legislation. This is a required change to a recommended policy.

SB 72 – Allows certain otherwise unenrolled children who participate in extracurricular activities to be included as partial enrollment for ANB calculations. The legislation states a child who resides in a public school district; is not enrolled in the district; completed an MHSA-sanctioned activity, school theater production, or CTE organization for six weeks may be counted for one-sixteenth enrollment. An 18 week

activity may be counted for one-eighth enrollment. MTSBA Model Policies 3510, 3121, and 3150 have been updated to address this legislation. This is a required change to a recommended policy.

HB 112 – Calls for designation of school district sponsored activities for students of all ages based on biological sex. MTSBA Model Policy 3510 has been updated to address this legislation while recognizing inconsistencies between the bill and federal law as specified by the United States Supreme Court in *Bostock v. Clayton County Georgia* and outlined in District Policy 3210. The legislation contains a contingent voidness clause that is also reflected in Policy 3510. This is a required change to a recommended policy.

Student Due Process

The Legislature also passed, and the Governor approved, SB 283 that requires further amendment to MTSBA Model Policy 3311. This is a required change to a required policy. This bill takes effect on July 1, 2021. The bill requires new procedures when the trustees are considering the expulsion of a student who has violated the policy by possessing a firearm at school. The new provisions in the policy outline these steps to ensure the student's rights are honored.

Student Immunizations

The Legislature also passed, and the Governor approved, HB 334 that requires further amendment to MTSBA Model Policy 3413. This is a required change to a required policy. This bill takes effect on July 1, 2021. The bill contains new terminology and procedures for medical exemptions to immunizations and new confidentiality standards. The policy has also clarified the exclusion for exposure provision. The new provisions in the policy update these issues to ensure the student's rights are honored. When new exemption forms are issued by DPHHS, MTSBA will send the updates to Districts.

Work Based Learning

The Legislature also passed, and the Governor approved, HB 246 and HB 283 that require amendments to MTSBA Model Policies 2600 and 2600P and the development of MTSBA Model Policy 2600F. These documents govern the relationship between the school district, the work-based learning provider or site, and the student in compliance with law governing workers compensation laws. Work-based learning opportunities now may be used to calculate ANB. The documents are required changes to recommended policies.

Student Clubs and Groups

The MTSBA Model Policies governing student clubs and groups have also been updated. These updates work to provide a consistent approach for curricular clubs and non-curricular groups across all related policies in a manner consistent with the federal Equal Access Act and the applicable case law. The changes to the policies outline steps to designate clubs and groups as curricular and non-curricular and specify the manner in which the designation will occur. Further, the applicable designation will govern how the club or group access other district support measures such as use of logo or imagery, facilities, and communications systems. MTSBA Model Policies 2332, 3223, 3510, 3550, 3550F, 4211, and 4331 have all been developed or amended to address these revisions. These are recommended changes to recommended policies.

Digital Academy

Montana Digital Academy has announced a cost-sharing program for participating Districts in accordance with Section 20-7-1202, MCA. This program requires updates to MTSBA Model Policies 2170 and 2170P. The changes to the policy acknowledge the authority of MTDA to charge fees while honoring the requirement that the fees will not be passed on to students for courses required for graduation as specified in the statute. To determine whether a class is "required for graduation," the updates to the policy rely on the guidance offered in Section 20-9-213, MCA, as outlined in Model Policy 3520. The policy also authorizes the administration to develop procedures to implement the program. This is reflected in the updates to Model Policy 2170P which provides the Board options on whether to charge students for elective classes and specifying methods to determine if a class is required for graduation. These are required changes to recommended policies.

Thank you all 170 districts for your continued participation in the MTSBA Policy Maintenance Service Program.


Please contact me if you have any questions.


Thank you,

Kris Goss


Director of Policy Services/Senior Counsel
Montana School Boards Association


17 attachments

 **2600P-Work-Based Learning Experience Policy.docx**
23K

 **2600F - Work Based Learning Agreement - New.docx**
17K

 **3510-School-Sponsored Student Activities.DOC**
50K










 **2600 - Work Based Learning Experience Policy.docx**
24K

 **3311-Firearms and Weapons.doc**
51K

 **3413-Student Immunization.docx**
23K

 **2332-Religion and Religious Activities.DOC**
36K

 **3233-Student Use of Buildings-Equal Access.doc**
29K

-  **2170P-Digital Academy Classes.doc**
41K
-  **3150-Part-Time Attendance.doc**
33K
-  **3550F - Student Club or Group form.docx**
14K
-  **4211-School Name Imagery and Colors.doc**
32K
-  **4331-Use of School Property for Posting Notices.doc**
35K
-  **MTSBA Policy Notes - June 30 2021.pdf**
1189K
-  **2170-Digital Academy Classes.doc**
36K
-  **3121-Enrollment and Attendance Records.doc**
47K
-  **3550-Student Clubs.doc**
63K

2
3 **COVID-19 Emergency Measures**

1905

4
5 Student, Staff, and Community Health and Safety

6
7 The School District has adopted the protocols outlined in this policy during the term of the
8 declared public health emergency to ensure the safe and healthy delivery of education services
9 provided to students on school property in accordance with Policy 1906, and a safe workplace
10 when staff are present on school property in accordance with Policy 1909, and the safety, health
11 and well-being of parents and community members. The supervising teacher, principal,
12 superintendent or designated personnel are authorized to implement the protocols in coordination
13 with state and local health officials.

14
15 Symptoms of Illness

16
17 Students and staff who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms
18 of illness must not come to school or work. Students who have a fever or are exhibiting other
19 signs of illness must be isolated in a designated area until such time as parents or caregiver may
20 arrive at the school to retrieve the ill student. All surfaces and areas should be thoroughly
21 cleaned and disinfected once the student has vacated the area by staff utilizing safety measures in
22 accordance with state and/or local health standards as applicable. Students may engage in
23 alternative delivery of education services during the period of illness or be permitted to make up
24 work in accordance with District Policy 1906. Staff members will be provided access to leave in
25 accordance with District Policy 1911 or the applicable Master Contract or Memorandum of
26 Understanding.

27
28 Parents, guardians, or caregivers of students who are ill, feeling ill, diagnosed as ill, or otherwise
29 demonstrating symptoms of illness must not be present at the school for any reason including but
30 not limited events or gatherings or to drop off or pick up students excepted as provided by this
31 policy. To avoid exposing others to illness, parents or caregivers who are ill must make
32 arrangements with others to transport students to school or events, if at all practicable. If not
33 practicable, parents, guardians or caregivers must not leave their vehicle during pickup or drop
34 off and must arrange with District staff to supervise students in accordance with physical
35 distancing guidelines in this Policy.

36
37
38 Physical Distancing (Boards must select option 1 or option 2)

39
40 Option 1

41 Students, staff, volunteers, and visitors will maintain a three-foot distance between themselves
42 and their colleagues and peers throughout the school day inside any school building, on school
43 provided transportation, and on school property before and after school. Staff members will
44 arrange classrooms and restructure courses, transportation services, and food service to meet this
45 standard.

1 Recess will continue as scheduled in accordance with physical distancing guidance without the
2 use of playground equipment. Any other use of school playgrounds is strictly prohibited.

3
4 Drop off and pick up of students will be completed in a manner that limits direct contact between
5 parents and staff members and adheres to social distancing expectations around the exterior of
6 the school building while on school property.

7
8 Option 2 ✓

9 To the extent possible, elementary school courses will be delivered to the same group of students
10 each day, and the same teachers will remain with the same group in the same separate and
11 designated room each day. If physical distancing is not possible during meal service and courses
12 delivered in a separate area such as the library, gymnasium, and music room, the service or
13 course will be delivered in the designated classroom for each group of students. Recess and use
14 of playgrounds during recess are permitted on an adjusted schedule to maintain appropriate
15 student groupings. Transportation services will be provided in accordance with cleaning and
16 disinfection procedures outlined in this policy.

17
18 Secondary school courses will be delivered using a restructured bell system to minimize student
19 interaction in common areas. Upon arriving in a classroom, secondary school students will be
20 provided disinfecting wipes or disinfecting spray and disposable paper towel and time to clean
21 their learning area or desk. Meal service for secondary students will be provided through a grab
22 and go lunch that will be eaten in designated areas.

23
24 Parent arrival times to drop-off and pick up students riding with parents and caregivers will be
25 staggered in designated intervals by grade level through a schedule set by the supervising teacher
26 or building administrator.

27
28 Drop off and pick up of students will be completed in a manner that limits direct contact between
29 parents and staff members and adhere to social distancing recommendations in the exterior of the
30 building.

31
32 Visitors to the school authorized by District Policy 1903 will maintain a six-foot distance
33 between themselves and others. This distancing requirement does not apply to individuals who
34 are a part of the visitor's regular household isolation group when the group is authorized to
35 present at the school facility.

36
37
38 Face Coverings as Personal Protective Equipment (Boards must select option 1 or option 2)

39
40 Option 1- Required Face Coverings

41
42 This provision is required due to the COVID-19 state of emergency declared by the Board of
43 Trustees or other local, state or federal agency, official, or legislative body. This policy is
44 adopted, implemented, and enforced in accordance with the supervisory authority vested with the
45 Board of Trustees in accordance with Article 10, section 8 of the Montana Constitution and

1 related statues and regulations. The Board of Trustees authorizes the Superintendent to develop
2 and implement procedures to enforce this policy.

3
4 The School District requires all staff, volunteers, visitors, and school-aged students to wear
5 a face covering, mask, or face shield while present in any school building, regardless of
6 vaccination status. The School District also requires all staff, volunteers, visitors, and school-
7 aged students to wear a face covering, mask, or face shield while present at any outdoor school
8 activity with fifty (50) or more people where physical distancing is not possible or is not
9 observed. Face covering, mask, or face shield means disposable or reusable covering that cover
10 the nose and mouth. The School District will provide masks to students, volunteers, and staff, if
11 needed. If a student or staff member wears a reusable mask, the School District expects that
12 the masks be will washed on a regular basis to ensure maximum protection.

13
14 Students, staff, volunteers, and visitors are not required to wear a face covering, mask, or face
15 shield under this provision when:

- 16 1. consuming food or drink;
- 17 2. engaged in strenuous physical activity;
- 18 3. giving a speech, lecture, class presentation, course lesson, or performance when separated
19 by at least six feet of distance from the gathering, class, or audience;
- 20 4. communicating with someone who is hearing impaired;
- 21 5. identifying themselves;
- 22 6. receiving medical attention; or
- 23 7. precluded from safely using a face covering, mask, or face shield due to a medical or
24 developmental condition. The superintendent, building principal, or their designee shall
25 request documentation from a care provider when considering an exception to this
26 provision for medical or developmental reasons. The School District will comply with all
27 applicable disability and discrimination laws when implementing this provision.

28
29 When students and members of the public are not present, staff may remove their face covering,
30 mask, or face shield if they are at their individual workstation and six feet of distance is strictly
31 maintained between individuals. If students are working in small groups, the students must be
32 wearing face covering, mask, or face shield

33
34 All points of entry to any school building or facility open to the public shall have a clearly visible
35 sign posted stating the face covering, mask, or face shield requirement.

36
37 Allegations of harassment of any person wearing or not wearing a face covering, mask, or face
38 shield requirement will be promptly investigated in accordance with District policy. Failure or
39 refusal to wear a face covering, mask, or face shield by a staff member or student not subject to
40 an exception noted above may result in redirection or discipline in accordance with District
41 policy and codes of conduct, as applicable.

42
43 Option 2 – Optional Face Coverings ✓
44

1 Staff, students, and visitors may wear a face covering, mask, or face shield while present in any
2 school building. The School District does not require the use of masks and will not provide
3 masks except in cases required by this policy or at the discretion of the administration.
4

5 Allegations of harassment of any person wearing or not wearing a face covering, mask or face
6 shield shall be promptly investigated in accordance with District policy. A student, staff member,
7 or visitor who, after an investigation, is found to have engaged in behavior that violates District
8 policy is subject to redirection or discipline.
9

10 OPTIONAL: If, after this section is adopted, the number of active COVID-19 cases in the county
11 where the school district is located increases to the point of being considered a "substantial" or
12 "high" rate of transmission as defined by the Centers for Disease Control (CDC), the Board of
13 Trustees authorizes the superintendent to implement a requirement for face coverings to be worn
14 in identified District buildings until such time as the Board of Trustees can adopt an applicable
15 District policy. The superintendent shall coordinate with the county health department and Board
16 Chair to determine whether face coverings are a necessary response to a potential or actual
17 COVID-19 outbreak. In the event face coverings are required, the superintendent shall announce
18 the face covering requirement to students, parents, staff, and visitors for the immediate
19 successive school day each day by 3:00 pm. If the superintendent determines masks are required,
20 signs will be installed to inform students, parents, staff, and visitors of mask requirements while
21 present in the identified District buildings.
22

23 Cleaning and Disinfecting 24

25 School district personnel will routinely both clean by removing germs, dirt and impurities and
26 disinfect by using chemicals to kill germs on all surfaces and objects in any school building and
27 on school property that are frequently touched. This process shall include cleaning
28 objects/surfaces not ordinarily cleaned daily.
29

30 Personnel will clean with the cleaners typically used and will use all cleaning products according
31 to the directions on the label. Personnel will disinfect with common EPA-registered household
32 disinfectants. A list of products that are EPA-approved for use against the virus that causes
33 COVID-19 is available from the supervising teacher or administrator. Personnel will follow the
34 manufacturer's instructions for all cleaning and disinfection products.
35

36 The District will provide EPA-registered disposable wipes to teachers, staff, and secondary
37 students so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped
38 down before use. Supervising teacher or administrators are required to ensure adequate supplies
39 to support cleaning and disinfection practices.
40

41 42 Student Arrival 43

44 Hand hygiene stations will be available at the entrance of any school building, so that children
45 can clean their hands before they enter. If a sink with soap and water is not available, the School

District will provide hand sanitizer with at least 60% alcohol. Hand sanitizer will be kept out of elementary students' reach and student use will be supervised by staff.

A District employee will greet children outside the school as they arrive to ensure orderly compliance with the provisions of this policy.

Temperature Screening

Designated School District staff are authorized to test the temperature of students with an approved non-contact or touchless temperature reader. Students who have a fever or are exhibiting other signs of illness must be isolated in a designated area until such time as parents or caregiver may arrive at the school to retrieve the ill student. All surfaces and areas should be thoroughly cleaned and disinfected once the student has vacated the area by staff utilizing safety measures in accordance with state and/or local health standards as applicable.

When administering a temperature check on a possibly ill student, designated staff members will utilize available physical barriers and personal protective equipment to eliminate or minimize exposures due to close contact to a child who has symptoms during screening.

Healthy Hand Hygiene Behavior

All students, staff, and others present in the any school building will engage in hand hygiene at the following times, which include but are not limited to:

- Arrival to the facility and after breaks
- Before and after preparing, eating, or handling food or drinks
- Before and after administering medication or screening temperature
- After coming in contact with bodily fluid
- After recess
- After handling garbage
- After assisting students with handwashing
- After use of the restroom

Hand hygiene includes but is not limited to washing hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

Staff members will supervise children when they use hand sanitizer and soap to prevent ingestion. Staff members will place grade level appropriate posters describing handwashing steps near sinks.

Vulnerable Individuals

Vulnerable individuals (defined by the Centers for Disease Control at the time of this policy's adoption as those age 65 or older or those with serious underlying health conditions, including

1 high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune
2 system is compromised such as by chemotherapy for cancer and other conditions requiring such
3 therapy) are authorized to talk to their healthcare provider to assess their risk and to determine if
4 they should telework during the period of declared public health emergency.

5
6 Employees who have documented high risk designation from a medical provider are entitled to
7 reasonable accommodation within the meaning of that term in accordance with the Americans
8 with Disabilities Act and Section 504 as outlined in District Policy 5002. These accommodations
9 may include but are not limited to teleworking in accordance with a work plan developed in
10 coordination with and authorized by the supervising teacher, administrator or other designated
11 supervisor. Such employees may also be eligible for available leave in accordance with the
12 applicable policy or master agreement provision.

13 14 15 Food Preparation and Meal Service

16
17 Facilities must comply with all applicable federal, state, and local regulations and guidance
18 related to safe preparation of food.

19
20 Sinks used for food preparation must not be used for any other purposes.

21
22 Staff and students will wash their hands in accordance with this policy.

23 24 25 Transportation Services

26
27 The Board of Trustees authorizes the transportation of eligible transportees to and from the
28 school facility in a manner consistent with the protocols established in this policy. The
29 transportation director and school bus drivers will clean and disinfect each seat on each bus after
30 each use.

31 32 33 Public Awareness

34
35 The School District will communicate with parents, citizens, and other necessary stakeholders
36 about the protocols established in this policy and the steps taken to implement the protocols
37 through all available and reasonable means.

38 39 40 Confidentiality

41
42 This policy in no way limits or adjusts the School District's obligations to honor staff and student
43 privacy rights. All applicable district policies and handbook provision governing confidentiality
44 of student and staff medical information remain in full effect.

1 Transfer of Funds for Safety Purposes

2
3 The Board of Trustees may transfer state or local revenue from any budgeted or non-budgeted
4 fund, other than the debt service fund or retirement fund, to its building reserve fund in an
5 amount not to exceed the school district's estimated costs of improvements to school and student
6 safety and security to implement this policy in accordance with District Policy 1006FE.
7

8 Legal Reference Governor's Directive Implementing Executive Order 2-2021 – February
9 12, 2021
10 Correspondence clarifying Governor's Directive – February 11, 2021
11 Article X, section 8 Montana Constitution
12 Section 20-3-324, MCA Powers and Duties
13 Section 20-9-806, MCA School Closure by Declaration of
14 Emergency
15 10.55.701(2)(d)(s) Board of Trustees
16 *State, ex rel., Bartmess v. Helena Board of Trustees*, 726 P.2d 801
17

18 Cross Reference: Policy 1901 – School District Policy and Procedures
19 Policy 1903 – School District Events and Meetings
20 Policy 1903F – School Events Notice
21 Policy 1906 - Student Services and Instructional Delivery
22 Policy 1907 – Transportation Services
23 Policy 1006FE – Transfer of Funds for Safety Purposes
24 Policy 3410 – Student examination and screenings
25 Policy 3226 – Bullying and Harassment
26 Policy 3417 – Communicable Diseases
27 Policy 3431 – Emergency Treatment
28 Policy 5015 – Bullying and Harassment
29 Policy 1911 - Personnel Use of Leave
30 Policy 1910 – Human Resources and Personnel
31 Policy 4120 - Public Relations
32 Policy 5002 – Accommodating Individuals with Disabilities
33 Policy 5130 – Staff Health
34 Policy 5230 - Prevention of Disease Transmission
35 Policy 6110 – Superintendent Authority
36 Policy 6122 - Delegation of Authority

37 Policy History:

38 Adopted on:

39 Reviewed on:

40 Revised on:

41 Terminated on:

1 _____ School District

2
3 **INSTRUCTION**

2170

4
5 Digital Academy Classes

6
7 The District recognizes that the District and students may have a need for greater flexibility in
8 the educational program due to funding, teacher availability, individual learning styles, health
9 conditions, employment responsibilities, lack of success in traditional school environments or a
10 desire for students to accelerate their learning and work at the college level before leaving high
11 school. The District acknowledges that online learning solutions offered by the Montana Digital
12 Academy (MTDA) may fulfill these needs.

13
14 MTDA is authorized by Montana law to charge fees for students to access offered courses. The
15 District shall pay fees for students enrolled in an MTDA class that is required for graduation as
16 specified in District policy or the student handbook or as determined by the Superintendent or
17 designee. The District may charge students a reasonable fee for an MTDA course or activity not
18 required for graduation. The Board of Trustees authorizes the Superintendent to waive the fee in
19 cases of financial hardship.

20
21 The Superintendent, and/or designees, shall be responsible for developing procedures for the
22 online learning program that ~~meet the District standards for~~ that address related topics that may
23 include but are not limited to specification and determination of graduation requirements and fee
24 collection for classes that are not required.

25
26 Further, the online learning solutions providers ensure that:

- 27
28 A. Online course providers are accredited by a nationally recognized accreditation
29 program or agency or are approved and endorsed by the Montana Office of
30 Public Instruction.
31 B. Qualified district staff provides information and guidance to students and parents
32 regarding the selection of appropriate online courses to meet their needs, as well
33 as a suitable number of online courses in which a student may enroll.
34 C. The curriculum requirements of the state and school district are met.
35 D. All online courses taken by the students will be approved by the administration in
36 advance of enrollment.
37 E. All teacher-led online courses include licensed, highly qualified teachers.

38
39 Cross Reference: 2100 School Calendar and Day
40 2170P Digital Academy Procedures
41 3520 Student Fees and Fines

42
43 Legal Reference: §20-7-1201, MCA Montana digital academy – purposes - governance
44 §20-7-1202, MCA Funding – rulemaking authority
45 §20-9-213, MCA Fees
46

2
3 INSTRUCTION

2170P

4
5 Digital Academy Classes

6
7 The District will permit a student to enroll in Montana Digital Academy (MDA) classes in order
8 that such student may include a greater variety of learning experiences within the student's
9 educational program or enroll in a class for credit recovery.

10
11 The District will allow students in grades 11-12 to enroll in the Montana Digital Academy
12 program under the following conditions:

- 13
14 1. The student must be an enrolled student in the District.
15
16 2. A part-time student must be enrolled for a minimum of two courses 180 aggregate hours
17 of instruction as provided in 20-9-311(4)(a)(i). This can be an onsite a-combination-of
18 one in-house class and one or an MTDA class, or two MTDA classes.

- 19
20 3. Determination of For Montana High School Association (MHSA) eligibility will be
21 based on eligibility rules established by MHSA , the student must be enrolled for, and
22 pass, any combination of four courses. Students who wish to take MTDA classes and
23 participate in MHSA activities must follow all extra-curricular eligibility rules.

- 24
25 4. The student will be required to take the class(es) in the school building, during school
26 time.

27 The student will be required to take the class(es) during the Digital Academy course
28 within the schedule.

29
30 OR: The student will have the option of taking the MTDA class(es) in the school
31 building, during school time, or outside of the school building at a remote location,
32 depending how and when such MTDA class(es) is/are offered.

- 33
34 5. Students who wish to take MTDA classes and participate in MHSA activities must follow
35 all extra-curricular eligibility rules.

- 36
37 6. Each spring the administration will present the MTDA course offerings to the Board for
38 approval. Any MTDA course offered may be made available to a student in the discretion
39 of the Superintendent or designee and all courses offered by MTDA shall be considered
40 approved by the Board of Trustees for the applicable school fiscal year.

- 41
42 7. The District will allow a student to enroll in a maximum of three (3) MTDA courses per
43 semester.
44

- 1 8. ~~In order for a home school or private school student to participate in MHSA activities, the~~
2 ~~student must be enrolled in, and pass, four (4) classes per semester that are taught on~~
3 ~~campus from a highly qualified teacher.~~
4
5 9. The District shall pay fees for students enrolled in an MTDA class that required for
6 graduation as specified in District policy or the student handbook or as determined by the
7 Superintendent or designee. OPTIONAL: Classes defined as being required for
8 graduation include classes taken for purposes of credit recovery. OPTIONAL: Classes
9 defined as being required for graduation do not include classes offered by the District
10 onsite as determined by the Superintendent or designee and will therefore be considered
11 an elective class, subject to a student fee as referenced in this policy.
12
13 10. The District SELECTION OPTION: [shall / shall not] charge students a reasonable fee
14 for an elective MTDA course or activity not required for graduation. The Board of
15 Trustees authorizes the Superintendent to waive the fee in cases of financial hardship.
16

17 Policy History:

18 Adopted on:

19 Reviewed on:

20 Revised on:

2
3 **INSTRUCTION**

2332
page 1 of 3

4
5 Religion and Religious Activities

6
7 In keeping with the United States and Montana Constitutions and judicial decisions, the District
8 may not support any religion or endorse religious activity. At the same time, the District may
9 not prohibit private religious expression by students. This policy provides direction to students
10 and staff members about the application of these principles to student religious activity at school.

11
12 Student Prayer and Discussion

13
14 Students may pray individually or in groups and may discuss their religious views with other
15 students, as long as they are not disruptive or coercive. The right to engage in voluntary prayer
16 does not include the right to have a captive audience listen, to harass other students, or to force
17 them to participate. Students may pray silently in the classroom, except when they are expected
18 to be involved in classroom instruction or activities.

19
20 Staff Members

21
22 Staff members are representatives of the District and must “navigate the narrow channel between
23 impairing intellectual inquiry and propagating a religious creed.” They may not encourage,
24 discourage, persuade, dissuade, sponsor, participate in, or discriminate against a religious activity
25 or an activity because of its religious content. They must remain officially neutral toward
26 religious expression.

27
28 Graduation Ceremonies

29
30 Graduation is an important event for students and their families. In order to assure the
31 appropriateness and dignity of the occasion, the District sponsors and pays for graduation
32 ceremonies and retains ultimate control over their structure and content.

33
34 District officials may not invite or permit members of the clergy to give prayers at graduation.
35 Furthermore, District officials may not organize or agree to requests for prayer by other persons
36 at graduation, including requests by students to open or deliver a prayer at graduation. The
37 District may not prefer the beliefs of some students over the beliefs of others, coerce dissenters
38 or nonbelievers, or communicate any endorsement of religion.

39
40 Baccalaureate Ceremonies

41
42 Students and their families may organize baccalaureate services, at which attendance must be
43 entirely voluntary. Organizers of baccalaureate services may rent and have access to school
44 facilities on the same basis as other private groups and may not receive preferential treatment.
45 The District may not be identified as sponsoring or endorsing baccalaureate services. District
46 funds, including paid staff time, may not be used directly or indirectly to support or subsidize

any religious services.

Assemblies, Extracurricular and Athletic Events

District officials may not invite or permit members of the clergy, staff members, or outsiders to give prayers at school-sponsored assemblies and extracurricular or athletic events. District officials also may not organize or agree to student requests for prayer at assemblies and other school-sponsored events. Furthermore, prayer may not be broadcast over the school public address system, even if the prayer is nonsectarian, nonproselytizing, and initiated by students.

Student Religious Expression and Assignments

Students may express their individual religious beliefs in reports, tests, homework, and projects. Staff members should judge their work by ordinary academic standards, including substance, relevance, appearance, composition, and grammar. Student religious expression should neither be favored nor penalized.

Religion in the Curriculum

Staff members may teach students about religion in history, art, music, literature, and other subjects in which religious influence has been and continues to be felt. However, staff members may not teach religion or advocate religious doctrine or practice. The prohibition against teaching religion extends to curricular decisions which promote religion or religious beliefs.

School programs, performances, and celebrations must serve an educational purpose. The inclusion of religious music, symbols, art, or writings is permitted, if the religious content has a historical or independent educational purpose which contributes to the objectives of the approved curriculum. School programs, performances, and celebrations cannot promote, encourage, discourage, persuade, dissuade, or discriminate against a religion or religious activity and cannot be oriented to religion or a religious holiday.

Student Religious Clubs-Groups

Students may ~~organize~~ gather as non-curricular groups ~~clubs~~ to discuss or promote religion in accordance with District Policy 3233. ~~subject to the same constitutionally acceptable restrictions the District imposes on other student-organized clubs.~~

Distribution of Religious Literature

Students may distribute religious literature to their classmates, subject to the same constitutionally acceptable restrictions the District imposes on distribution of other non-school literature. Outsiders may not distribute religious or other literature to students on school property, consistent with and pursuant to the District policy on solicitations (Policy 4321).

Religious Holidays

Staff members may teach objectively about religious holidays and about religious symbols, music, art, literature, and drama which accompany the holidays. They may celebrate the historical aspects of the holidays but may not observe them as religious events.

Cross Reference: Policy 3550 – Student Clubs
 Policy 3233 - Student Use of Buildings
 Policy 3510 - School Sponsored Activities

Policy History:

Adopted on:

Reviewed on:

Revised on:

2
3 INSTRUCTION

2600

4
5 Work Based Learning Program

6
7 The Board recognizes that education should be making classroom experiences a meaningful
8 process of learning about all practical aspects of life. The Board believes that the inclusion of
9 career education in the basic curriculum will provide students with information about the many
10 career opportunities available and will establish a relationship between what is taught in the
11 classroom and the world of work.

12
13 Work-based learning must provide all participating students with on-the-job experience and
14 training along with career and complimentary vocational/technical classroom instruction to
15 contribute to each student's employability. The students' classroom activities and on-the-job
16 experiences must be planned and supervised by the school and the employer to ensure that both
17 activities contribute to the student's employability. Students enrolled in a work-based learning
18 program must receive credit for related classroom instruction and on-the-job training. In the
19 absence of a proficiency model, the time requirement for students in work-based learning must
20 be converted and is equivalent to the time requirement for credit to be earned.

21
22 Students may submit a proposal for a tailored Work Based Learning program that divides their
23 time between instruction in school and specific learning at a job. Each proposed program will be
24 planned by Work Based Learning coordinators and the employer (or employer groups) and shall
25 be in accordance with state and federal laws and regulations governing employment of students
26 under age 18. The Work Based Learning coordinators will communicate with employers on a
27 monthly basis and will visit work sites to determine if the placement is appropriate for student
28 employment.

29
30 The particular program designed for each student shall be set forth in a written protocol approved
31 by the student, his or her parents or guardians, the work-experience coordinator and the
32 employer. This shall stipulate the terms of employment and the provision for academic credit.

33
34 The Work Based Learning coordinator shall make such arrangements as necessary with
35 employers for evaluating the student's on-the-job performance and for keeping records of job
36 attendance.

37
38 The employer or supervisor shall complete District volunteer agreement form and satisfy a
39 name-based and fingerprint criminal background check in accordance with District Policies 5120
40 and 5122. The employee and District shall also complete workers compensation insurance and
41 general liability insurance requirements in accordance with the attached procedure in a manner
42 consistent with the Work Based Learning opportunity provided to student.

43
44 Cross Reference: 2600P Work Based Learning Procedures
45 2600F Work Based Learning Affiliation Agreement and Consent Form
46

1 Legal reference: Title 41, Chapter 2, MCA
2 Fair Labor Standards Act 29 U.S.C. 212 and 213, et seq.
3 Chapter 247 2021 General Legislative Session
4 Section 29-71-118(7), MCA Employee, worker, volunteer, volunteer
5 firefighter, and volunteer emergency care provider defined --election of
6 coverage.
7
8 Policy History:
9 Adopted on:
10 Reviewed on:
11 Revised on:

WORK BASED LEARNING AFFILIATION AGREEMENT

2600F

This Affiliation Agreement is entered into between _____ (high school) and _____ (workplace learning site).

WHEREAS High School has established a _____ Work Based Learning program for students interested in career exploration opportunities; and

WHEREAS High School wishes to affiliate with _____ (workplace learning site) for the purpose of providing Career Exploration and Assessment experiences for students enrolled in the _____ Work Based Learning Program; and

WHEREAS the Workplace Learning Site is willing to permit the Career Exploration experience on its premises with the terms set forth in this Affiliation Agreement;

NOW THEREFORE, the parties agree as follows:

1. The High School shall assume full responsibility for planning and execution of the student program of instruction including curriculum content, Work Based Learning orientation, emergency contact information, and parent/guardian consent.
2. The High School shall ensure participating students have completed safety instruction specific to the work site prior to participation in the Work Based Learning experience.
3. The High School shall provide a Work Based Learning Coordinator responsible for instruction and coordination with appropriate Workplace Learning Site personnel for the planning, selecting, and evaluating of students' experiences.
4. The Work Based Learning Coordinator, Workplace Supervisor, and student will work collaboratively to determine the career readiness, employability skills, and proficiency guidelines set forth in the personalized work based learning program.
5. The Workplace Learning Site agrees to designate a Workplace Supervisor, who has completed the Volunteer Agreement Form, and whose responsibility it shall be to assist the Work Based Learning Coordinator in selection and coordination of student experiences appropriate to the level of learning.
6. The Workplace Learning Site professional practitioners shall be responsible for overseeing the students' experience and training activities. They shall orient the students to their activities, direct their activities and supervise their activities to assure safe and satisfactory experiences and performance.
7. The High School shall be responsible for assigning students to the Workplace Learning Site for experience. The High School shall notify the Workplace Learning Site at least one (1) month in advance of its planned schedule of students and types of experiences to be provided. This schedule shall be subject to approval of the Workplace Learning Site.
8. The Workplace Learning Site shall make available the necessary equipment and supplies as determined by the Workplace Learning Site in conjunction with the High School.
9. The Workplace Learning Site shall provide the Work Based Learning Coordinator with frequent student performance evaluations in the manner and frequency so designated by the High School.
10. The High School shall work with the Workplace Learning Site regarding the removal of any student from the Workplace Learning Site whenever the student is not performing or meeting the workplace requirements. Responsibility for student disciplinary measures, if any, shall be with High School and not with the Workplace Learning Site.

Workplace Supervisor initials the selection specific to this Work Based Learning placement:

____ Employer pays the student to work for them in a paid capacity. Student learns from the employer like a newly hired employee and skill sets are acquired through doing actual work for the employer. Student may earn school credit for employment as documented in the Work Based Learning plan. Employer is required to show proof of workers compensation coverage for the student via a copy of a current workers compensation policy if the Work Based Learning plan shows the student will receive school credit for the employment. Medical costs and other related workers compensation claim expenses for accepted workers compensation claims due to injury to the student while working in the course and scope as part of the Work Based Learning opportunity shall be covered by the employer's workers compensation coverage.

____ Employer does not pay the student. Student does not earn school credit as part of a Work Based Learning plan but student may be assigned credit as part of another course. Employer has a volunteer endorsement added to their workers compensation policy and pays that premium to their carrier. School District requires the employer to show proof of workers compensation coverage with the volunteer endorsement added via a copy of a current workers compensation policy. Medical costs and other related workers compensation claim expenses for accepted workers compensation claims due to injury to the student while working in the course and scope as part of the Work Based Learning opportunity shall be covered by the employer's workers compensation coverage.

____ Employer does not pay student. Student earns school credit for the Work Based Learning opportunity as outlined the Work Based Learning plan. School district adds a school to work endorsement onto the school workers' compensation policy. School District pays the workers compensation premium costs for the endorsement and other required insurance coverage. Parent liability risk forms should be signed in advance to recognize the inherent risks present with this learning opportunity and to clearly state the student has personal medical insurance coverage in place. Medical costs and other related workers compensation claim expenses for accepted workers compensation claims due to injury to the student while working in the course and scope as part of the Work Based Learning opportunity shall be covered by the School District's workers compensation coverage.

____ School District provides a work-based learning opportunity off school grounds. The learning opportunity takes place during school period hours, awards school credit hours toward graduation requirements, and is led by a teacher of the school district and/or co-taught by a trade person or general contractor. No workers compensation coverage being provided. School District is responsible for general liability coverage for the students and parent liability risk forms should be signed in advance to recognize the inherent risks present with this learning opportunity and to clearly state the student has personal medical insurance coverage in place.

Workplace Supervisor

Date

Work Based Learning Coordinator

Date

PARENT/GUARDIAN CONSENT FOR WORK BASED LEARNING EXPERIENCE

I, (full name) _____ as legal guardian of
_____ (child's full name) a student
enrolled in the _____ High School acknowledge the following:

The program of study includes opportunities for my child to participate in an off-campus Work Based Learning opportunity, and I give my consent to my child participating in the offsite Work Based Learning component, and I agree to support and assist with enforcement of the content included in the Work Based Learning placement

I agree to accept responsibility for my student's participation in the above-referenced activity. I understand any negligence arising out of the student's participation in the program shall be attributed to me as comparative negligence within the meaning of Section 27-1-702, MCA. I agree to counsel my child to abide by the rules and regulations set forth by the workplace learning site.

I have signed the Parent/Guardian Consent and agree to the stated conditions.

Parent/Guardian signature

Date

Parent/Guardian printed name Phone number

Address City/State/Zip code

2
3 **INSTRUCTION**

4
5
6 Work Based Learning Program - Insurance

7
8 The School District Work Based Learning coordinator will work with School District
9 administration to identify the appropriate insurance coverage for a student's tailored work-
10 experience opportunity. A student will not commence a Work Based Learning opportunity until
11 the appropriate insurance option has been identified and implemented by all parties. The option
12 selected will be noted as part of the student's Work Based Learning plan.

13
14 Option 1

15 Employer pays the student to work for them in a paid capacity. Student learns from the employer
16 like a newly hired employee and skill sets are acquired through doing actual work for the
17 employer. Student may earn school credit for employment as documented in the Work Based
18 Learning plan. Employer is required to show proof of workers compensation coverage for the
19 student via a copy of a current workers compensation policy if the Work Based Learning plan
20 shows the student will receive school credit for the employment. Medical costs and other related
21 workers compensation claim expenses for accepted workers compensation claims due to injury
22 to the student while working in the course and scope as part of the Work Based Learning
23 opportunity shall be covered by the employer's workers compensation coverage.

24
25 Option 2

26 Employer does not pay the student. Student ~~does not~~ earns school credit as part of a Work Based
27 Learning plan but student may be assigned credit as part of another course. Employer has a
28 volunteer endorsement added to their workers compensation policy and pays that premium to
29 their carrier. School District requires the employer to show proof of workers compensation
30 coverage with the volunteer endorsement added via a copy of a current workers compensation
31 policy. Medical costs and other related workers compensation claim expenses for accepted
32 workers compensation claims due to injury to the student while working in the course and scope
33 as part of the Work Based Learning opportunity shall be covered by the employer's workers
34 compensation coverage.

35
36 Option 3

37 Employer does not pay student. Student earns school credit for the Work Based Learning
38 opportunity as outlined the Work Based Learning plan. School district adds a school to work
39 endorsement onto the school workers' compensation policy. School District pays the workers
40 compensation premium costs for the endorsement and other required insurance coverage. Parent
41 liability risk forms should be signed in advance to recognize the inherent risks present with this
42 learning opportunity and to clearly state the student has personal medical insurance coverage in
43 place. Medical costs and other related workers compensation claim expenses for accepted
44 workers compensation claims due to injury to the student while working in the course and scope
45 as part of the Work Based Learning opportunity shall be covered by the School District's
46 workers compensation coverage.

Option 4

School District provides a work-based learning opportunity off school grounds. The learning opportunity takes place during school period hours, awards school credit hours toward graduation requirements, and is led by a teacher of the school district and/or co-taught by a trade person or general contractor. No workers compensation coverage being provided. School District is responsible for general liability coverage for the students and parent liability risk forms should be signed in advance to recognize the inherent risks present with this learning opportunity and to clearly state the student has personal medical insurance coverage in place.

Policy History:

Adopted on:

Reviewed on:

Revised on:

2
3 **STUDENTS**

3121
page 1 of 2

4
5 Enrollment and Attendance Records

6
7 Since accurate enrollment and attendance records are essential both to obtain state financial
8 reimbursement and to fulfill the District's responsibilities under the attendance laws, staff shall
9 be diligent in maintaining such records.

10
11 A district may only include, for ANB purposes, any student who participates in pupil instruction
12 as defined in Section 20-1-101(17), MCA and for whom ANB may be claimed under Title 20,
13 including but not limited to an enrolled student who is:

- 14
- 15 • A resident of the district or a nonresident student admitted by trustees under a student
16 attendance agreement and who is attending a school of the district;
 - 17
 - 18 • Unable to attend school due to a medical reason certified by a medical doctor and
19 receiving individualized educational services supervised by the district, at district
20 expense, at a home or facility that does not offer an educational program;
 - 21
 - 22 • Unable to attend school due to the student's incarceration in a facility, other than a youth
23 detention center, and who is receiving individualized educational services supervised by
24 the district, at district expense, at a home or facility that does not offer an educational
25 program;
 - 26
 - 27 • Living with a caretaker relative under Section 1-1-215, MCA;
 - 28
 - 29 • Receiving special education and related services, other than day treatment, under a
30 placement by the trustees at a private nonsectarian school or private program if the
31 student's services are provided at the district's expense under an approved individual
32 education plan supervised by the district;
 - 33
 - 34 • Participating in the Running Start Program at district expense under Section 20-9-706,
35 MCA;
 - 36
 - 37 • Receiving education services, provided by the district, using appropriately licensed
38 district staff at a private residential program or private residential facility licensed by the
39 Department of Public Health and Human Services;
 - 40
 - 41 • Enrolled in an educational program or course provided at district expense using electronic
42 or offsite delivery methods, including but not limited to tutoring, distance learning
43 programs, online programs, and technology delivered learning programs, while attending
44 a school of the district or any other nonsectarian offsite instructional setting with the
45 approval of the trustees of the district; or
 - 46

- A student of the district completing work on a proficiency basis in accordance with Sections 20-9-311(4)(d) and 20-9-324(18)(b), MCA;
- A student gaining credit for participating in a work-based learning program pursuant to [New Section 8] of Chapter 247, Laws of 2021 and Policy 2600;
- A student participating in an “innovative educational program” as defined in Section 15-30-3102, MCA;
- A resident of the district attending a Montana job corps program under an interlocal agreement with the district under Section 20-9-707, MCA; or
- A resident of the district attending a Montana Youth Challenge Program under an interlocal agreement with the district under Section 20-9-707, MCA.

In order for a student who is served through distance learning or offsite delivery methods to be included in the calculation of average number belonging, the student must meet the residency requirements for that district; live in the district, and must be eligible for educational services under the Individuals with Disabilities Education Act or under 29 U.S.C. 794 or attend school in the district under a mandatory attendance agreement as provided in § 20-9-707, MCA. one or more of the conditions for participating in offsite instruction pursuant to Section 20-7-118, MCA;

Enrollment for Purposes of Participation in Extracurricular Activities By an Unenrolled Child or Part Time Enrolled Student

The District shall include for ANB purposes a child who during the prior school year:

- a. resided in the District;
- b. was not enrolled in the District or was not enrolled full time; and
- c. completed an extracurricular activity with a duration of at least 6 weeks in accordance with Policy 3510.

Each completed extracurricular activity that, inclusive of practices and post-season tournaments, lasts 6 weeks or longer shall be counted as one-sixteenth enrollment. Each completed extracurricular activity lasting longer than 18 weeks may be counted as one-eighth enrollment. A child may not be counted as more than one full-time enrollment for ANB purposes.

For purposes of calculating ANB under this section, "extracurricular activity" means:

- a. a sport or activity sanctioned by an organization having jurisdiction over interscholastic activities, contests, and tournaments;
- b. an approved career and technical student organization, pursuant to Section 20-7-306, MCA; or
- c. a school theater production.

Homeless Youth and Foster Children

Assignment to schools shall be subject to modification when federal law applicable to students placed in foster care or students who are homeless requires that such students be educated in a "school of origin" that differs from the assigned school.

Cross References:	<u>Policy 3510</u>	<u>School Sponsored Activities</u>
	<u>Policy 2600</u>	<u>Work Based Learning</u>

Legal Reference:	§ 1-1-215, MCA	Residence – rules for determining
	§ 20-9-311, MCA	Calculation of average number belonging (ANB) -- three-year averaging.
	§ 20-9-706, MCA	Running start program – authorizing class credits at postsecondary institution – eligibility – payment for credits
	§ 20-9-707, MCA	Agreement with Montana youth challenge program or accredited Montana job corps program
	29 U.S.C. 794	Nondiscrimination under Federal grants and programs
	34 CFR 300.1, et seq.	Assistance to states for the education of children with disabilities
	<u>Chapter 297</u>	<u>2021 General Legislative Session</u>
	<u>Chapter 269</u>	<u>2021 General Legislative Session</u>
	<u>Chapter 247</u>	<u>2021 General Legislative Session</u>

Policy History:

Adopted on:

Reviewed on:

Revised on:

2
3 **STUDENTS**

3150

4
5 Part-Time Attendance

6
7 ~~The District will not accept students eligible to enroll in grades K-8 on a part-time basis, unless~~
8 ~~otherwise required by law, they are disabled. The District will review requests for part-time~~
9 ~~enrollment of grades 9-12 students for purposes of academic courses on a case-by-case basis,~~
10 ~~with a building principal making a final preliminary decision pursuant to the criteria set forth in~~
11 ~~this Policy. Denial of part-time enrollment may be appealed pursuant to policy 1700. The~~
12 ~~District will consider only those students who are not enrolled in any other school, including a~~
13 ~~home school.~~

14
15 Criteria for accepting students in grades 9-12 for part-time enrollment are the following:

- 16
17 1. Accepting a student will not create excess student enrollment in a requested class;
18 2. Accepting a student will not create need for an additional staff member;
19 3. Accepting a student will not cause a new section of a course to be created.
20

21 The District will accept on a first-come, first-served basis students wishing to enroll in the same
22 course. Whenever the enrollment position of a part-time student is needed for a regular, full-
23 time student during the year, a full-time student has priority for the position beginning with the
24 next semester.
25

26 Participation in District Extracurricular Activities by Unenrolled Children

27
28 This policy does not restrict or limit the ability of unenrolled children to seek to participate in
29 extracurricular activities in accordance with Policy 3510. The District may secure ANB for
30 unenrolled children participating in identified extracurricular activities in accordance with Policy
31 3121.
32

33 Cross References: Policy 3510 School Sponsored Activities
34 Policy 3121 Enrollment and Attendance
35

36 Legal Reference: § 20-9-311(a), MCA Calculation of average number belonging (ANB) –
37 3-year averaging
38 Chapter 297 2021 General Legislative Session
39 Chapter 269 2021 General Legislative Session
40
41

42 Policy History:

43 Adopted on:

44 Reviewed on:

45 Revised on:

2
3 **STUDENTS**

3233

4
5 Student Use of Buildings: Equal Access

6
7 Non-curricular groups of students not previously recognized as curricular student organization
8 under Policy 3510 or 3550 may ~~conduct meetings~~ gather on school premises under the following
9 guidelines without restriction on the basis of the religious, political, philosophical, or other
10 content of the meeting. Students wishing to form curricular groups or organizations recognized
11 by the school administration may do so in accordance with policy 3510 or 3550.

12
13 The following guidelines must be met:

- 14
15 1. The meeting is voluntary and student-initiated.
16
17 2. There is no sponsorship of the meeting by the school district, or its agents or employees.
18
19 3. The meeting must occur during non-instructional time on regular school days.
20
21 4. Employees or agents of the school district are present only in a capacity outside of their
22 official duties.
23
24 5. The meeting does not materially and substantially interfere with the orderly conduct of
25 educational activities within the school.
26
27 6. Non-school persons may not direct, conduct, control, or regularly attend activities.

28
29 Although the school assumes no sponsorship of these kinds of meetings, all meetings held on
30 school premises must be scheduled and approved by the principal.

31
32 This policy pertains to student meetings. The school has the authority, through its agent or
33 employees, to maintain order and discipline on school premises and to protect the well-being of
34 students and faculty.

35
36 Cross Reference: Policy 3510 School Sponsored Activities
37 Policy 3222 – Distribution and Posting Materials
38 Policy 4331 – Use of School Property for Posting Notices

39
40 Legal Reference: 20 U.S.C. 4071 Equal Access Act
41 *Board of Education v. Mergens*, 110 S.Ct. 2356 (1990)

42
43 Policy History:

44 Adopted on:

45 Reviewed on:

46 Revised on:

2
3 **STUDENTS**

3311

Page 1 of 4

4
5 Firearms and Other Weapons

6
7 Firearms

8
9 It is the policy of the School District to comply with the federal Gun Free Schools Act of 1994
10 and Section 20-5-202 (2), MCA, pertaining to students who bring a firearm to, or possess a
11 firearm at, any setting that is under the control and supervision of the school district.

12
13 The District does not allow students to possess firearms on District property or at any setting that
14 is under the control and supervision of the District. In accordance with Section 20-5-202 (3),
15 MCA, a teacher, superintendent, or a principal shall suspend immediately for good cause a
16 student who is determined to have brought a firearm to, or possess a firearm at, any setting that is
17 under the control and supervision of the District. The Policy does not govern conduct in a
18 student's home, a locked vehicle, a parking lot, or a commercial business when the student is
19 participating in an online, remote, or distance-learning setting. In accordance with Montana law,
20 a student who is determined to have brought a firearm to, or possess a firearm at, any setting that
21 is under the control and supervision of the school district must be expelled from school for a
22 period of not less than 1 year.

23
24 For the purposes of the firearms section of this policy, the term "firearm" means (A) any weapon
25 (including a starter gun) which will or is designed to or may readily be converted to expel a
26 projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any
27 firearm muffler or firearm silencer; or (D) any destructive device pursuant to 18 U.S.C. 921 (4).
28 Such term does not include an antique firearm pursuant to 18 U.S.C. 921 (16).

29
30 **CHOOSE ONE OF THE FOLLOWING OPTIONS:**

31
32 **OPTION 1** – However, on a case-by-case basis, the Board of Trustees will convene a hearing to
33 review the underlying circumstances and, in the discretion of the Board, may authorize the
34 school administration to modify the requirement for expulsion of a student.

35
36 **OPTION 2** – However, on a case-by-case basis, the Board of Trustees will convene a hearing to
37 review the underlying circumstances and, in the discretion of the Board, the Board may itself
38 either modify the requirement for expulsion or delegate to the County Superintendent the
39 authority to carry out the Board's decision regarding any modification of the expulsion
40 requirement. *Note: This Option is specifically for those smaller districts that have no employed administrator.*

41
42 **OPTION 3** -- However, the Board of Trustees through this policy authorizes the Superintendent,
43 or principal of a school without a Superintendent, to use his/her discretion on a case-by-case
44 basis and modify the requirement of expulsion of a student if he/she deems such modification to
45 be warranted under the circumstances. *Note: Under this Option, there is no expulsion hearing unless the*
46 *administration determines that the circumstances warrant a recommendation of expulsion of the student for a period*
47 *of one (1) year to the Board.* ✓

A decision to change the placement of a student with a disability who has been expelled pursuant to this section must be made in accordance with the Individuals with Disabilities Education Act.

Before holding a hearing to determine if a student has violated this Policy, the Board shall, in a clear and timely manner, notify the student if the student is an adult or notify the parent or guardian of a student if the student is a minor that the student may waive the student's privacy interest by requesting that the hearing be held in public and invite other individuals to attend the hearing.

Before expelling a student under this Policy, the Board shall hold a due process hearing that includes presentation of a summary of the information leading to the allegations and an opportunity for the student to respond to the allegations. The student may not be expelled unless the trustees find that the student knowingly, as defined in Section 1-1-204, MCA, brought a firearm to school or possessed a firearm at school.

When a student subject to a hearing is found to have not violated this Policy, the student's school record must be expunged of the incident.

The provisions of this Policy do not require the Board to expel a student who has brought a firearm to school or possesses a firearm at school if the firearm is secured in a locked container approved by the school district or in a locked motor vehicle the entire time the firearm is at school, except while the firearm is in use for a school-sanctioned instructional activity.

Possession of Weapons other than Firearms

The District does not allow students to possess other weapons on District property or at any setting that is under the control and supervision of the District. Any student found to have possessed, used or transferred a weapon on school property will be subject to discipline in accordance with the District's discipline policy. For purposes of this section, "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury, including but not limited to air guns; pellet guns; BB guns; fake (facsimile) weapons; all knives; blades; clubs; metal knuckles; numchucks (also known as nunchucks); throwing stars; explosives; fireworks; mace or other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

No student shall possess, use, or distribute any object, device, or instrument having the appearance of a weapon, and such objects, devices, or instruments shall be treated as weapons, including but not limited to weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate, and such use will be treated as the possession and use of a weapon.

Definitions, Exceptions and Referral to Law Enforcement

The District may refer to law enforcement for immediate prosecution any student who possesses, carries, or stores a weapon in a school building as specified in Section 45-8-361, MCA. In addition the District will refer for possible prosecution a parent or guardian of any minor violating this policy on grounds of allowing a minor to possess, carry, or store a weapon in a school building. For the purposes of this section of the policy, "school property" means within school buildings, in vehicles used for school purposes, or on owned or leased school land or grounds. "Building" specifically means a combination of any materials, whether mobile, portable, or fixed, to form a structure and the related facilities for the use or occupancy by persons or property owned or leased by a local school district that are used for instruction or for student activities as specified in Section 50-60-101(2), MCA and Section 45-8-361, MCA. The term is construed as though followed by the words "or part or parts of a building" and is considered to include all stadiums, bleachers, and other similar outdoor facilities, whether temporary or permanently fixed.

The Board of Trustees may grant persons and entities advance permission to possess, carry, or store a weapon in a school building. All persons who wish to possess, carry, or store a weapon in a school building must request permission of the Board at a regular meeting. The Board has sole discretion in deciding whether to allow a person to possess, carry, or store a weapon in a school building.

This section does not apply to a law enforcement officer acting in the officer's official capacity or an individual previously authorized by the Board of Trustees to possess a firearm or weapon in a school building.

The Board of Trustees shall annually review this policy and update this policy as determined necessary by the trustees based on changing circumstances pertaining to school safety.

Note may be deleted from final adopted policy: Section (g) of the ESSA Section 4141 – Gun Free Requirements, carves out a very significant exception to the Gun Free Schools Act in that it allows a student to have "a firearm that is lawfully stored inside a locked vehicle on school property. . ." Montana law (20-5-202, MCA), on the other hand, does not provide for any exception to the expulsion requirement if a student has a firearm that is lawfully stored inside a locked vehicle on school property. The only reference to federal law in 20-5-202(2), MCA is the federal definition of a firearm. As you well know 20-5-202(2), MCA provides that:

(2) The trustees of a district shall adopt a policy for the expulsion of a student who is determined to have brought a firearm, as defined in 18 U.S.C. 921, to school and for referring the matter to the appropriate local law enforcement agency. A student who is determined to have brought a firearm to school under this subsection must be expelled from school for a period of not less than 1 year, except that the trustees may authorize the school administration to modify the requirement for expulsion of a student on a case-by-case basis.

So, Montana schools are required, by state law, to expel a student from school for a period of not less than 1 year if it is determined that the student brought a firearm to school, subject to the case-by-case exception noted in the statute. Based upon the exception noted in federal law and in circumstances where a student is found to have a firearm on school property in a locked

vehicle, Montana schools should be citing state law (20-5-202, MCA) and district policy to support any recommendation for expulsion.

There is one significant inconsistency between the Federal Gun Free Schools Act and Montana is that under federal law it provides that "State law **shall** allow the chief administering officer of a local educational agency to modify such expulsion requirement for a student on a case-by-case basis if such modification is in writing," whereas 20-5-202(2), MCA, provides that the trustees **may** authorize the school administration to modify the requirement for expulsion of a student on a case-by-case basis.

Cross Reference:	3310	Student Discipline
	4332	Conduct of School Property
	5332	Personal Conduct

Legal Reference:	§ 20-5-202, MCA	Suspension and expulsion
	§ 45-8-361, MCA	Possession or allowing possession of a weapon in a school building
	20 U.S.C. § 7151, et seq.	Gun Free Schools Act of 1994
	18 U.S.C. § 921	Definitions
	ESSA, Section 4141	Gun Free Requirements

Policy History:

Adopted on:

Reviewed on:

Revised on:

STUDENTS

3413

Student Immunization

The Board requires all students to present evidence of their having been immunized against the following diseases: varicella, diphtheria, pertussis (whooping cough), poliomyelitis, measles (rubeola), mumps, rubella, and tetanus in the manner and with immunizing agents approved by the department. Haemophilus influenza type "b" immunization is required for students under age five (5). Upon initial enrollment, an immunization status form shall be completed by the student's parent or guardian. The certificate shall be made a part of the student's permanent record.

A student who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of immunization. Within thirty (30) days after a transferring student ceases attendance at the school of origin, the school shall retain a certified copy for the permanent record and send the original immunization records for the student to the school district to which the student transfers.

Exemptions from one or more vaccines shall be granted for medical reasons upon certification by a physician licensed or certified health care provider in a manner provided by Section 20-5-405, MCA, indicating the specific nature and probable duration of the medical condition for not administering the vaccine(s). Exemptions for religious reasons must be filed annually in a manner provided by Section 20-5-404, MCA. The statement for an exemption shall be maintained as part of the student's immunization record in accordance with FERPA as specified in Policy 3600P.

All students who are enrolled under an exemption and have a disease listed in this Policy, have been exposed to a disease listed in this Policy, or may be exposed to a disease listed in this Policy while attending school may be excluded from the school by the local health officer or the DPHHS until the excluding authority is satisfied that the student no longer risks contracting or transmitting that disease. The permanent file of students with exemptions shall be marked for easy identification, should the Department of Public Health and Human Services order that exempted students be excluded from school temporarily when the risk of contracting or transmitting a disease exists. Exclusion shall not exceed thirty (30) calendar days.

The administrator may allow the commencement of attendance in school by a student who has not been immunized against each disease listed in Section 20-5-403, MCA, if that student has received one or more doses of varicella, polio, measles (rubeola), mumps, rubella, diphtheria, pertussis, and tetanus vaccine, except that Haemophilus influenza type "b" vaccine is required only for children under 5 years of age.

The District shall exclude a student for noncompliance with the immunization laws and properly notify the parent or guardian. The local health department may seek an injunction requiring the parent to submit an immunization status form, take action to fully immunize the student, or file an exemption for personal or medical reasons.

This policy does not apply to or govern vaccinations against COVID-19. The Board does not require immunization against COVID-19 in order to enroll in the District in accordance with Montana law. District officials shall not inquire about the COVID-19 vaccination status of students, employees, or visitors. District officials shall not make decisions regarding access to District services for students, employees, or visitors based upon an individual's COVID-19 vaccination status. Students enrolled in dual credit courses in accordance with District policies may be subject to distinct immunization requirements of the applicable post-secondary institution.

Legal Reference:	§ 20-3-324(20), MCA	Powers and duties
	§ 20-5-402 - 426, MCA	Health
	§ 20-5-403, MCA	Immunization required – release and acceptance of immunization records
	§ 20-5-405, MCA	Exemptions
	Chapter 418	2021 General Legislative Session

Policy History:

Adopted on:

Reviewed on:

Revised on:

2
3 **STUDENTS**

3510

4
5 School-Sponsored Student Activities

6
7 1. Student Organizations:

- 8
9 a. All curricular student clubs or organizations must be approved by the
10 administration. Secret or clandestine organizations or groups will not be
11 permitted.
12 b. Bylaws and rules of curricular student clubs or organizations must not be contrary
13 to Board policy or to administrative rules and regulations.
14 c. Procedures in curricular student clubs or organizations must follow generally
15 accepted democratic practices in the acceptance of members and nomination and
16 election of officers.
17 d. Student led and initiated non-curricular student groups may meet at school in
18 accordance with District Policy without the sponsorship of the School District.
19

20 2. Social Events

- 21
22 a. Social events must have prior approval of the administration.
23 b. Social events must be held in school facilities unless approved by the Board.
24 c. Social events must be chaperoned at all times.
25 d. Attendance at high school social events and dances shall be limited to high school
26 students, and middle school social events shall be limited to middle school
27 students, unless prior permission is received from the principal.
28

29 3. Extracurricular Activities

- 30
31 a. Academic and behavior eligibility rules are established by MHSA rules and
32 District policy.
33 b. Any student convicted of a criminal offense may, at the discretion of school
34 officials, become ineligible for such a period of time as the school officials may
35 decide.
36 c. In establishing an interscholastic program, the Board directs the administration to:
37 i. Open all sports to all students enrolled in the District, with an equal
38 opportunity for participation.
39 ii. Open all sports to residents of the school district and who is at least 5
40 years of age and not more than 19 on or before September 10 of the year
41 in which participation in extracurricular activities is sought by such child
42 in accordance with the provisions of this policy.
43 iii. Recommend sports activities based on interest inventories completed by
44 the students.
45
46

4. Participation in District Extracurricular Activities by Unenrolled Children

- a. Any child identified in Section 3.c.ii of this policy who is attending a nonpublic or home school meeting the requirements of section 20-5-109:
 - i. Is eligible to seek to participate in any extracurricular activity of the District that is offered to pupils of the district who are of the same age.
 - ii. Is subject to the same standards for participation as those required of full-time pupils enrolled in the school and the same rules of any interscholastic organization of which the school of participation is a member as specified in Section 3.a. and 3.b. of this policy and any related student or activity handbook provisions.
 - iii. Will be assessed for purposes of placement, team formation and cuts using the same criteria as used for full-time pupils enrolled in the District.
- b. In cases where there is more than one school serving the same age group within District boundaries, a child under Section 4 of this policy shall be subject to the same school zone rules applicable to full-time pupils of the District. Participation for one school for one sport and another school for another sport is prohibited.
- c. The academic eligibility for extracurricular participation for a student attending a nonpublic school as specified under Section 4.a.ii of this policy shall be attested by the head administrator of the nonpublic school. No further verification shall be required.
- d. The academic eligibility for extracurricular participation for a student attending a home school as specified under Section 4.a.ii shall be attested in writing by the educator providing the student instruction with verification by the school principal for the school of participation. The verification may not include any form of student assessment.
- e. Students participating in extracurricular activities under Section 4 of this policy may be considered part-time enrollees for purposes of ANB in accordance with Policy 3150, 3121, and 3121P.

5. Designation of Athletic Teams

Unless otherwise prohibited by Policy 3210 or federal law, District sponsored athletic teams or sports designated for females, women, or girls may not be open to students who are biologically of the male sex. District sponsored athletic teams or events may be designated as one of the following based on biological sex in accordance with applicable MHSA rules, this Policy, federal law, Policy 3210, or the provisions of Section 6 of Chapter 405 (2021):

- a. males, men, or boys;
- b. females, women, or girls; or
- c. coed or mixed.

This section of this Policy is void 21 days after the date the United States Secretary of Education files a written report with the proper committees of the United States House of Representatives

and the United States Senate as required by 34 CFR 100.8(c) due to the enforcement of Chapter 405 (2021).

Cross Reference: Policy 3150 Part Time Attendance
Policy 3121-3121P Enrollment and Attendance
Policy 3233 Student use of Buildings-Equal Access
Policy 3550 Student Clubs
Policy 2332 Religion and Religious Activities
Policy 3222 Distribution and Posting Materials
Policy 3233- Student Use of Buildings - Equal Access
Policy 4331 Use of School Property for Posting Notices

Legal Reference: Chapter 297 2021 General Legislative Session
Chapter 269 2021 General Legislative Session
Chapter 405 2021 General Legislative Session
34 CFR 100.8(c) Procedure for Effecting Compliance
Bostock v. Clayton County Georgia, 140 S.Ct. 1731 (2020)

Policy History:

Adopted on:

Reviewed on:

Revised on:

2
3 **STUDENTS**

3550

page 1 of 3

4
5 Student Clubs

6
7 The Board recognizes that student clubs are a helpful resource for schools and supports their
8 formation. Student clubs must complete an application process. The Superintendent or designee
9 is delegated the authority to approve or deny club applications.

10
11 Curricular Student Clubs

12
13 The Board of Trustees authorize the administration to approve and recognize curricular student
14 clubs or organizations in a manner consistent with this policy and administrative procedure.
15 Curricular Student clubs are those approved student clubs that directly relate to the body of
16 courses offered by the school. Curricular student clubs that are recognized by the District are
17 permitted to use District facilities, use the District's name, a District school's name, or a District
18 school's team name or any logo attributable to the District, and raise and deposit funds with the
19 District.

20
21 In order for the administration to approve and recognize a curricular student club the group must
22 submit an application to the building administrator containing the following:

- 23
24 1. The organization's name and purpose.
- 25
26 2. The portion of the curriculum that forms the basis of the club. The portion of the
27 curriculum that forms the basis of the club or the course offered at the school enhanced
28 by the club's functions. This step is required for consideration as a curricular club.
29 Applications that do not satisfy this step may be permitted to meet at the school as a non-
30 curricular student group.
- 31
32 3. The staff employee designated to serve as the group's advisor.
- 33
34 4. The rules and procedures under which it operates.
- 35
36 5. A statement that the membership will adhere to applicable Board policies and
37 administrative procedures.

38
39 The administration will report to the Board when new curricular student clubs have been
40 approved and recognized.

41
42 Upon approval of a new curricular student club, the administration will notify the District clerk
43 so the group may have any funds raised for its operations so designated in accordance with the
44 District's financial practices.

Approved curricular student clubs will appear in the student handbook and other appropriate district publications. Advisors of new student clubs may be eligible for a stipend in accordance with applicable collective bargaining agreement provisions and available district resources. Approved curricular student clubs may also have limited access as designated by the administration to distribute messages through official communications of the district (e.g. intercom announcements, district newsletters, group emails, etc.).

Non-Curricular Student Groups

Student-led and initiated groups of similar interests that do not meet the requirements to be an approved curricular student club as outlined in this policy shall be designated as noncurricular student groups. Noncurricular student groups include any student group that does not directly relate to the body of courses offered by the District but has a regular meeting schedule and established operational structure. District employees that are present at meetings in a supervisory capacity are not eligible for a stipend. Student meetings must be supervised by an adult. Employees or agents of the District that are present at student group meetings must only serve in a supervisory capacity.

The District approves a limited open forum, within the meaning of that term as defined U.S. Code § 4071, for non-curricular student groups to meet on school premises during non-instructional time. Noncurricular student groups wishing to conduct a meeting within this limited forum are subject to the following fair opportunity criteria, which shall be uniformly administered consistent with 20 U.S. Code § 4071:

1. All such meetings must be voluntary and student-initiated;
2. There shall be no sponsorship of the meeting by the District or its agents or employees;
3. Employees or agents of the District that are present at religious meetings must be only in a nonparticipatory capacity;
4. All meetings must not materially and substantially interfere with the orderly conduct of educational activities within the District; and
5. Nonschool persons may not direct, conduct, control, or regularly attend activities of the non-curricular student groups.

Meeting is defined as a gathering of a group of students for the purposes of discussing group beliefs or engaging in group operations. An event that does not meet this definition will be required to comply with the Community Use of District Facilities Policy and Procedure.
Fundraising

Noncurricular student groups may post notice of gatherings in accordance with Policy 3222. Noncurricular student groups may be authorized by the [Board of administration] to have the name of the school to appear as part of their group's name. A logo attributable to the school or District, the District's name, or the school's team name or mascot may not be used by a

noncurricular group. The permission to post notice of gatherings or use the school name does not constitute sponsorship of the group by the District.

Informal Gatherings

Students are permitted to informally gather at the school in accordance with Policy 3233. Informal gatherings of students are not permitted to use the District's name, a District school's name, or a District school's team name or mascot, or any logo attributable to the District, and raise and deposit funds with the District. Informal student gatherings may not post notices or other materials in accordance with Policy 3222 but may request to post items in accordance with Policy 4331.

Financial Operations

All funds raised by recognized curricular student clubs are subject to applicable District policies regarding financial management. All funds raised by recognized curricular student clubs that are donated to the District become public funds when placed in a District account. All public funds must be monitored in accordance with state law. Deposits must be reviewed to ensure compliance with equity rules, amateur rules and appropriateness under district policy.

Funds spent by the District will be done in accordance with District purchase order policy and spending limits regardless of the source of the donation. All expenditures should be preapproved to ensure equity and auditing standards are met.

The administration is authorized to develop procedures to implement this policy.

Cross Reference: 2332 – Religion and Religious Activities
 3210 - Equal Education and Nondiscrimination
 3222 – Distribution and Posting Materials
 3233- Student Use of Buildings - Equal Access
 4331 – Use of School Property for Posting Notices

Legal Reference: 20 U.S. Code § 4071 - Denial of equal access prohibited
 Section 20-5-203, MCA – Secret Organization Prohibited

Policy History:

Adopted on:

Reviewed on:

Revised on:

SCHOOL DISTRICT STUDENT CLUB APPLICATION – POLICY 3550F

___ This application is for a new club ___ This application is to renew an existing club

This application is to request approval of a student club at ___ Public Schools. The application must be fully completed for the application to be considered. Incomplete or incorrectly prepared applications will not be considered. All applications will be considered in accordance with District Policy 3550 and District guidelines. Copies of the policy and guidelines can be obtained at: _____. Approved clubs that violate District Policy, Montana law or federal law are subject to suspension or termination.

Step 1. General Club Information and Bylaws, Charter, or Statement of Purpose

Proposed Club Name: _____

Proposed Club Supervisor Name: _____

Faculty supervisors do not sponsor or participate in non-curricular clubs; however, an adult supervisor must be present.

Step 2. Club's bylaws, charter, or statement of purpose.

Please attach any documents outlining the rules and procedures under which the club will operate. These documents may include but are not limited to bylaws, membership expectations, or a national charter. If the documents are not yet available, drafts may be attached, or a detailed statement of purpose can be provided until documents are available.

Step 3. Basis for Curriculum Related Status (For consideration as a curricular club. Groups that do not satisfy this step may be permitted to operate as a non-curricular student group.)

To be approved as a curricular club, the club must be based upon an aspect of the school's curriculum or the functions of the club must enhance a course offered at the school. Please attach a description of why the proposed club should be designated as a curricular club providing specific facts supporting such status.

Step 4. Time, frequency, location, and notice of anticipated club meetings and functions

Please attach a statement of the proposed use of school facilities, including at the specific areas or facilities of the school for which use is requested and the proposed nature of the use of those facilities. Attach or describe any examples of materials which the club plans to use to tell students about the club's existence or to invite students to join.

Step 5. Submission and Acknowledgement

By signing this application form the students and advisor acknowledge that the club's members and operations will adhere to applicable Board policies and administrative procedures governing curricular clubs.

_____	_____	_____	_____
Requesting Student	Date	Proposed Supervisor	Date

FOR SCHOOL DISTRICT USE ONLY

Application Received By: _____ Date: _____

Approved as Curricular Club By: _____ Date: _____

Operating as Non-Curricular Student Group By: _____ Date: _____

NOTES:

The administration will retain all records related to this application. The administration will report to the requesting students, advisor, and Board of Trustees when new curricular student clubs have been approved.

1 _____ **School District**

2
3 **COMMUNITY RELATIONS**

4211

5 District and School Name, Logo, Imagery and Colors

6
7 Use of the District's name, a District school's name, or a District school's team name or mascot
8 or any logo or imagery attributable to the District by any group, individual, business, entity, or
9 organization may occur only after securing the Board's written approval as documented during a
10 duly constituted Board meeting. Unauthorized use of the District school's team name, mascot,
11 logo, or imagery is strictly prohibited. The District reserves the right to seek all available legal
12 remedies for unauthorized use of the District school's name, logo, mascot, or imagery.
13

14
15 Policy History:

16 Adopted on:

17 Reviewed on:

18 Revised on:

2
3 **COMMUNITY RELATIONS**

4331

4
5 Use of School Property for Posting Notices

6
7 Non-school-related organizations or individuals that are not associated with student curricular clubs
8 or student non-curricular groups may request permission of the building principal to display posters
9 in the area reserved for community posters or to have flyers distributed to students. The building
10 principal shall only authorize distribution or posting of information that is determined to have a direct
11 benefit or relationship to students enrolled in the school and meets the standards of this policy.
12

13 Posters and/or flyers must be student oriented and have the sponsoring organization's name
14 prominently displayed. The District will not permit the posting or distribution of any material that
15 would:

- 16
17 A. Disrupt the educational process;
18
19 B. Violate the rights of others;
20
21 C. Invade the privacy of others;
22
23 D. Infringe on a copyright;
24
25 E. Violate District policy, procedure, or administrative directive;
26
27 F. Be obscene, vulgar, or indecent; or
28
29 F. Promote violence, discriminatory conduct, the use of drugs, alcohol, tobacco, or certain
30 products that create community concerns.
31

32 No commercial publication shall be posted or distributed unless the purpose is to further a school
33 activity, such as graduation, class pictures, or class rings.
34

35 If permission is granted to distribute materials, the organization must arrange to have copies
36 delivered to the school. Distribution of the materials will be arranged by administration. Under no
37 circumstances shall individuals not employed by the District be given access to the building for the
38 purposes of posting notices or distributing information.
39

40 All student materials must be reviewed and approved by the Superintendent or designee in
41 accordance with Policy 3222.
42

43 Cross References: Policy 3222 – Distribution and Posting of Student Materials

44
45 Policy History:

46 Adopted on:

47 Reviewed on:

48 Revised on:

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 b

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic: Board Policy 1610

Annual Goals and Objectives

Each year, during the month of August, the Board will formulate or review the annual objectives for the District and will have available a written comprehensive philosophy of education with goals that reflect the District's philosophy of education. The philosophy of education and goals shall be in writing and shall be available to all.

Background:

Since 2010, the District has been implementing a plan on a page.

Recommendations:

Review the plan on a page and adjust as needed.

Fiscal Impact:

Sun River Valley Public Schools - SCHOOL PLAN ON A PAGE 2021-2022

All Sun River Valley Public School Students will achieve, regardless of their circumstances.

Goal Area	Goals				Action Plan																								
Student Achievement	<table><tr><th>Year:</th><th>2020</th><th>2021</th><th>2022</th></tr><tr><td>Implementation of Every Student Succeeds Act and determination of testing results.</td><td>SBAC Testing</td><td>SBAC Testing</td><td>SBAC Testing</td></tr><tr><td>MAP Testing</td><td>3 X Per Year</td><td>3 X Per Year</td><td>3 X Per Year</td></tr><tr><td>Assess and discover needs</td><td>X</td><td>X</td><td>X</td></tr><tr><td>Literacy Grant</td><td>ISIP</td><td>ISIP</td><td>ISIP</td></tr><tr><td>Increase ACT scores</td><td>ACT</td><td>ACT</td><td>ACT</td></tr></table>				Year:	2020	2021	2022	Implementation of Every Student Succeeds Act and determination of testing results.	SBAC Testing	SBAC Testing	SBAC Testing	MAP Testing	3 X Per Year	3 X Per Year	3 X Per Year	Assess and discover needs	X	X	X	Literacy Grant	ISIP	ISIP	ISIP	Increase ACT scores	ACT	ACT	ACT	<ul style="list-style-type: none">Using MAP assessment data, Staff will develop and monitor Individual Learning Plans addressing reading and math for Title I eligible students. Fall and Spring.Title I uses skill based assessments to determine areas of weaknessUse skill assessments to determine specific interventionsContinue use of Montana Behavioral Initiative and Response to Intervention Early K-12.Data Driven Instruction - adjust instruction based on data
	Year:	2020	2021	2022																									
	Implementation of Every Student Succeeds Act and determination of testing results.	SBAC Testing	SBAC Testing	SBAC Testing																									
	MAP Testing	3 X Per Year	3 X Per Year	3 X Per Year																									
	Assess and discover needs	X	X	X																									
	Literacy Grant	ISIP	ISIP	ISIP																									
	Increase ACT scores	ACT	ACT	ACT																									
Staff Supervision & Evaluation	<ul style="list-style-type: none">Yearly classroom evaluations and walkthroughsProvide professional development for staffProvide classroom support for staff				<ul style="list-style-type: none">Consistent regular correspondence and communication with parents and guardians.Data meetings with staff to determine areas of concentration for Professional developmentAdministrator walk-throughs with feedbackMeetings with administrators to discuss difficulties and successesWeekly staff meetings to address implementation of literacy plan																								
Professional Development	<ul style="list-style-type: none">Winter School Safety PlanContinue Implementation of Literacy Grant InitiativesNew curriculum professional development for implementation				<ul style="list-style-type: none">Continue District wide wellness programSanitizing and Personal HygieneAdministration continues to support implementation of literacy grant programs and goals by monthly action plans																								
Restructuring	<ul style="list-style-type: none">Start the 2021-2022 School Year as normal with MTSBA restructuring the end result				<ul style="list-style-type: none">Continue restructuring with MTSBAReview Policy																								
Community Involvement	<ul style="list-style-type: none">Continue community engagementEncourage parent involvementInvolve students				<ul style="list-style-type: none">Serve all students on and off campus when appropriateDesign activities to involve community membersIncorporate programs / lessons that inform of community businessesInvite community leaders to speakStudent / Parent committees																								

	Johnson	Herman	Reifer	Wiegand	Rushon	Steinke	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action Item

Agenda Item: 8 c

Topic:

Out of District Attendance Agreements Board Policy 3141

Elementary

High School

Discussion:

Recommendations:

Fiscal Impact:

OUT OF DISTRICT AGREEMENTS
2021-2022
8/4/2021

Robert Besich 3rd

STUDENTS ATTENDING GREENFIELD FROM SRV SCHOOL DISTRICT

2021-2022

(Revised 7/6/2021)

4rd:

Addison Huffman

7th:

Kyler Huffman

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 d

Topic:

Multi District Agreements---Fund Transfers MCA 20-3-363, 20-9-703 and 20-9-704 (Attached)

Any and all amounts transferred into the inter-local cooperative fund by any Participating District may come from: (a) 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 (b) any other budgeted fund of a participating district, such as Transportation (10) Bus Depreciation (11), Tuition (13) Adult Education (17) except that funds cannot be transferred from the Retirement Fund or the Debt Service Fund; or (c) any nonbudgeted fund of a Participating District, except that funds cannot be transferred from the compensated absence liability fund.

Please see agreement in Board Packet

Discussion:

In the event we may need to use Edgenuity the Multidistrict will provide it. Due to Montana Digital Academy charging, Edgenuity may be used.

Agreement will be between Sun River, Fairfield, Choteau, Cut Bank, Shelby, Fort Benton and Geraldine

Recommendations:

Approve Multi-district agreement

Fiscal Impact:

Each District will pay proportionately to the number of students served.

Multidistrict Agreement

This Multidistrict Agreement (hereinafter "Agreement") is entered by and between the following Montana K-12 Public Schools:

- Sun River Valley Public Schools
- Choteau Public Schools
- Fairfield Public Schools
- Cut Bank Public Schools
- Shelby Public Schools
- Fort Benton Public Schools
- Geraldine Public Schools

The above listed public schools are collectively referred to herein as the "Participating Districts"

WHEREAS, pursuant to section 20-3-363, MCA, the boards of trustees of any two or more school districts may enter into a 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;

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, any budgeted fund, or any non-budgeted fund of the Participating Districts, except as limited/prohibited law as follows:

1. transfers to the interlocal cooperative fund from each Participating 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;
2. transfers from the retirement fund, the debt service fund or the compensated absence liability fund are prohibited; and
3. transfers may not be made with funds restricted by federal law unless such transfer are in compliance with any restrictions or conditions imposed by federal law.

WHEREAS, in accordance with section 20-9-703, MCA, Sun River Valley Public Schools shall be designated as the prime agency. All other Participating Districts shall be designated as cooperating agencies;

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 express purpose of jointly sharing the proportional costs of distance learning provided to the students of the Participating Districts. It is understood between and among the Participating Districts that each District will retain its own ANB, with Sun River Valley Public Schools to retain the services of Joni Gordon, who is a certified teacher with Sun River Valley Public Schools, who will be placed at MA +10, and who will be issued a teaching contract for the 2021-2022 school year \$47,969.44 (Step 8 MA +10) plus benefits in accordance with the Sun River Valley Public Schools Collective Bargaining Agreement. Ms. Gordon's primary role and responsibility will be to coordinate the Edgenuity cooperative, a distance learning and alternative academic course program to be utilized by the Participating Districts. The Participating Districts agree that the Sun River Valley administration shall be in charge of conducting the evaluation of Ms. Gordon and providing oversight to Ms. Gordon regarding the provision of distance learning for the students of the Participating Districts. Each Participating District's share of costs, including but not limited to the salary, training, initial set up costs, etc. shall be proportional to the total number of 6-12 students attending each District.
2. To create an interlocal cooperative fund for the purpose of transferring funds from the Participating Districts for the purpose(s) stated herein;
3. The Sun River Valley Public Schools is hereby designated as the prime agency and as such shall establish a non-budgeted interlocal cooperative fund for the purpose of the financial administration of this Multidistrict 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 may come from: (a) 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 (b) any other budgeted fund of a participating district, except that funds cannot be transferred from the retirement fund or the debt service fund; or (c) any non-budgeted fund of a Participating District, except that funds cannot be transferred from the compensated absence liability fund.
6. Transfers may not be made with funds restricted by federal law unless the transfer is in compliant with any restrictions or conditions imposed by federal law.
7. Any and all amounts transferred into the interlocal cooperative fund by each Participating District must be for the purpose stated herein as mutually agreed upon between the Participating Districts in accordance with the terms of this Agreement. _

8. The term of this Agreement shall be from July 1, 2021 to June 30, 2022. This Agreement may be extended by mutual approval of each Participating District. However, the term of the Agreement may not extend beyond 3 years. Any remaining fund balance in the interlocal cooperative fund at year end may be carried over to the subsequent fiscal year.
9. The terms of this Agreement may be changed upon mutual written approval of the Participating Districts.
10. Each Participating District shall agree how the funds shall be disbursed during the current fiscal year by establishing a budget or guidelines. The prime agency shall adhere to this Agreement. The Participating Districts will be provided with a monthly accounting summary of expenditures from the prime agency.
11. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon thirty (30) days written notice to all Participating Districts. In addition, any Participating District may terminate its participation in the multi-district cooperative upon thirty (30) days written notice to all Participating Districts. In the event that the multidistrict cooperative is dissolved in its entirety or any Participating District terminates its participation in the multidistrict cooperative, the provisions of Paragraph 12 below shall apply.
12. Upon termination of this Agreement by one or all Participating Districts, the funds of the district or districts that no longer desire to participate in this multidistrict cooperative shall be returned to such District(s) on a pro rata share of the current funds held by the prime agency after all outstanding financial obligations have been paid with said funds to revert back to the original fund(s) from which the money was transferred as a result of said District(s) participation in the multidistrict cooperative.
13. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.

As agreed on this 13 day of July, 2021.

Daniel P. Murphy
Authorized Representative of Sun River Valley Public Schools

7-13-21
Date

Attest:

BK
Clerk of the District

	Johnson	Herman	Reifer	Wiegand	Rushton	Steinke	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 e

Topic:

Acceptance of Kindergarten Students Montana Code 20-7-117 and Board Policy 3100

Discussion:

Recommendations:

Accept Kindergarten Students

TD— DOB 7/27/16

HH— DOB 8/08/16

RS—: DOB 4/30/17

Fiscal Impact:

Additional ANB

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 f

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic:

Personnel Hiring 2021-2022 School Year

Background:

Hiring Process and Criteria

The Superintendent is responsible for recruiting personnel, in compliance with Board policy, and for making hiring recommendations to the Board. The principal will initially screen applicants for educational support positions. The District will hire highly qualified personnel consistent with budget and staffing requirements and will comply with Board policy and state law on equal employment opportunities and veterans' preference. All applicants must complete a District application form to be considered for employment. Every applicant must provide the District with written authorization for a criminal background investigation. The Superintendent will keep any conviction record confidential as required by law and District policy. Every newly hired employee must complete an Immigration and Naturalization Service form, as required by federal law.

Every newly hired employee must provide the school district documentation of the results of a tuberculin skin test done within the year prior to initial employment, along with the name of the tester and the date and type of test administered, unless the person provides written medical documentation that he/she is a known tuberculin reactor.

The District requires its' contracted certified staff to hold valid Montana teacher or specialist certificates endorsed for the roles and responsibilities for which they are employed. Failure to meet this requirement shall be just cause for termination of employment. No salary warrants may be issued to a staff member, unless a valid certificate for the role to which the teacher has been assigned has been registered with the county superintendent within sixty (60) calendar days after a term of service begins. Every teacher and administrator under contract must bring their current, valid certificate to the personnel office at the time of initial employment, as well as at the time of each renewal of certification.

The personnel office will register all certificates, noting class and endorsement of certificates, and will update permanent records as necessary. The personnel office also will retain a copy of each valid certificate of a contracted certified employee in that employee's personnel file.

Discussion:

Recommendations: Hire Classified as presented on Agenda

Fiscal Impact:

Per Negotiations with Board Committee

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 g

Topic:

Personnel Hiring 2021-2022 School Year

Background:

Hiring Process and Criteria

The Superintendent is responsible for recruiting personnel, in compliance with Board policy, and for making hiring recommendations to the Board. The principal will initially screen applicants for educational support positions. The District will hire highly qualified personnel consistent with budget and staffing requirements and will comply with Board policy and state law on equal employment opportunities and veterans' preference. All applicants must complete a District application form to be considered for employment. Every applicant must provide the District with written authorization for a criminal background investigation. The Superintendent will keep any conviction record confidential as required by law and District policy. Every newly hired employee must complete an Immigration and Naturalization Service form, as required by federal law.

Every newly hired employee must provide the school district documentation of the results of a tuberculin skin test done within the year prior to initial employment, along with the name of the tester and the date and type of test administered, unless the person provides written medical documentation that he/she is a known tuberculin reactor.

The District requires its' contracted certified staff to hold valid Montana teacher or specialist certificates endorsed for the roles and responsibilities for which they are employed. Failure to meet this requirement shall be just cause for termination of employment. No salary warrants may be issued to a staff member, unless a valid certificate for the role to which the teacher has been assigned has been registered with the county superintendent within sixty (60) calendar days after a term of service begins. Every teacher and administrator under contract must bring their current, valid certificate to the personnel office at the time of initial employment, as well as at the time of each renewal of certification.

The personnel office will register all certificates, noting class and endorsement of certificates, and will update permanent records as necessary. The personnel office also will retain a copy of each valid certificate of a contracted certified employee in that employee's personnel file.

Discussion:

Recommendations: Hire Classified as presented on Agenda

Head Maintenance Fort Shaw \$15 per hour and Full Ins

Fiscal Impact:

Per Negotiations

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 h

Topic:

Personnel Hiring 2021-2022 School Year: Certified

Background:

Hiring Process and Criteria

The Superintendent is responsible for recruiting personnel, in compliance with Board policy, and for making hiring recommendations to the Board. The principal will initially screen applicants for educational support positions. The District will hire highly qualified personnel consistent with budget and staffing requirements and will comply with Board policy and state law on equal employment opportunities and veterans' preference. All applicants must complete a District application form to be considered for employment. Every applicant must provide the District with written authorization for a criminal background investigation. The Superintendent will keep any conviction record confidential as required by law and District policy. Every newly hired employee must complete an Immigration and Naturalization Service form, as required by federal law.

Every newly hired employee must provide the school district documentation of the results of a tuberculin skin test done within the year prior to initial employment, along with the name of the tester and the date and type of test administered, unless the person provides written medical documentation that he/she is a known tuberculin reactor.

The District requires its' contracted certified staff to hold valid Montana teacher or specialist certificates endorsed for the roles and responsibilities for which they are employed. Failure to meet this requirement shall be just cause for termination of employment. No salary warrants may be issued to a staff member, unless a valid certificate for the role to which the teacher has been assigned has been registered with the county superintendent within sixty (60) calendar days after a term of service begins. Every teacher and administrator under contract must bring their current, valid certificate to the personnel office at the time of initial employment, as well as at the time of each renewal of certification.

The personnel office will register all certificates, noting class and endorsement of certificates, and will update permanent records as necessary. The personnel office also will retain a copy of each valid certificate of a contracted certified employee in that employee's personnel file.

20-4-205. Notification of teacher reelection -- acceptance. (1) The trustees shall provide written notice by June 1 to all teachers who have been reelected. Any teacher who does not receive notice of reelection or termination is automatically reelected for the ensuing school fiscal year.

(2) Any teacher who receives notification of reelection for the ensuing school fiscal year shall provide the trustees with written acceptance of the conditions of the reelection within 20 days after the receipt of the notice of reelection, and failure to notify the trustees within 20 days constitutes conclusive evidence of the teacher's nonacceptance of the tendered position.

Recommendation: Hire Katie Parchen PK-12 Librarian and Melody Fleming 7-12 English

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 i

Topic:

Request to Remove Shianne Currey from the account signatures as well as bank accounts for Sun River Valley District 55F

Background:

Ms. Kincaid will be the New Elementary Principal

Discussion:

Cost to district:

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 j

Topic:

Request to Add Holly Kincaid to the account signatures as well as bank accounts for Sun River Valley District 55F
And the school visa

Background:

New Administrative Hire— Add to visa account

Discussion:

Cost to district:

NA

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 k

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Topic:

Request to Add Becky Hart to the account signatures as well as bank accounts for Sun River Valley District 55F
And the school visa

Background:

New Administrative Hire— Add to visa account

Discussion:

Cost to district:

NA

	Steinke	Rushton	Weigand	Reifer	Herman	Johnson	
motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: New business 8 I

Topic:

Out of state Travel Superintendents National Conference: Nashville Tennessee

Background:

I would like to request the Board consider the possibility of the Superintendent attending the National Superintendent Conference.

The Conference is in Nashville Tennessee February 17-19, 2022

Discussion:

The approximate cost of the conference would be:

Registration	\$925
Airfare	\$420
Hotel/lodging	\$1,550
Transportation	\$50

The total cost is estimated to be: \$2,945

Recommendations:

Fiscal Impact:

\$2,945

	Steinke	Rushton	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 m

Topic:

Approve 6-12 Student Handbook

Background:

Revise handbook to Match Board Policy

Recommendations:

Approve the 6-12 Student Handbook for the 2021-2022 School Year

Fiscal Impact:

NA

**Student
Handbook
2021-22**



BACK TO SCHOOL SUPPLY LIST 2021 - 2022

Adi Koterba (MS/HS Ag/Shop)

- 3 ring binder (Will be left in class so needs to be separate from other classes)
- 2 pencils (Shop class MUST have NON Mechanical)
- Notebook paper
- Safety Glasses (You will be supplied 1 pair but you may bring NON-TINTED glasses)
- Shop requires closed toed shoes when working

Whitney Polich: (MS/HS Art)

- 9 x 12 in. Sketchbook: look for mixed media paper, approx. 80-100 lb. thickness (sturdy enough to hold water media and glue).

For example:

<https://www.walmart.com/ip/Canson-XL-Mix-Media-Artist-Paper-Notebook-Side-Wired-Pad-9-x-12-60-Sheets-Pad/34580251>

- 1" 3-ring binder (can be a separate section in a larger binder)
- Glue stick
- Pencil (non-mechanical)
- Hand held eraser (pink pearl, plastic, or gum)
- Pencil Pouch (optional, but highly recommended to hold all of your writing utensils)

*I will announce additional course specific supplies for HS on the first day of class

Sara Davidson: (MS/HS Music)

- Binder
- mechanical pencils
- Notebook paper
- Black Socks
- Black pants/skirt
- Simms Music T-shirt

Robert Hazenberg: (HS Health Enhancement)

Jay Fredrickson: (MS/HS Health Enhancement)

- All students need clean gym clothes:
- T-shirt or sweatshirt, shorts or sweatpants, socks, shoes (for gym class only, please) and deodorant.
- Water bottle

Windie Goldhahn: (HS Mathematics)

- Notebook for math notes
- Pencils (extra lead and erasers if mechanical)
- Book cover (extra-large or jumbo)
- Pink, yellow, and green highlighters
- Calculator (if desired)

Karen Mishler: (HS English)

- Notebook for English Notes or a Binder
- Composition Book.
- College Ruled Notebook Paper

- Pens/Pencils of your choice
- Pink, Yellow and Green Highlighters
- Pencil Pouch/ziplock bag - something to hold your pens, pencils and highlighters

Jessica Harrison (Middle School)

- Binder
- Two notebooks
- Loose leaf paper
- Mechanical pencils

Molly Pasma: (HS History)

- Notebook for note taking
- Writing utensils of your choice ie. pencils or pens
- Book cover (extra-large)
- Pink, yellow and green highlighters

Vonda Harrison: (Middle School)

- Pencils, pens, highlighters and erasers
- Spiral college ruled notebooks to be left in classroom for each class
- Paper for daily lessons
- Book cover (extra-large)
- Calculator (if possible)

Lillie Jones (MS/HS Science):

- Writing utensils
- Book Coer
- Composition notebook
- -Loose leaf paper
- 2" 3 Ring Binder

PREFACE

To Students and Parents:

The Simms School Student Handbook contains information that students and parents are likely to need during the school year. The handbook is organized alphabetically by topic. Throughout the handbook, the term "the student's parent" is used to refer to the parent, legal guardian, or other person who has agreed to assume school-related responsibility for a student.

The Student Handbook is designed to be in harmony with Board policy. Please be aware that this document is updated annually, while policy adoption and revision is an ongoing process. Therefore, any changes in policy that affect student handbook provisions will be made available to students and parents through newsletters and other communications. These changes will generally supersede provisions found in this handbook that have been made obsolete by newly adopted policy.

Please note that references to policy codes are included to help parents confirm current policy. A copy of the District's Policy Manual is available in the school office.

In case of conflict between Board policies or any provisions of student handbooks, the provisions in the student handbooks are to be followed.

Sun River Valley School District does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended.

2021 – 2022 CLASS ADVISERS

2027 (6th Grade): Josh Sheldon

2026 (7th Grade): Vonda Harrison

2025 (8th Grade): Jessica Harrison

2024 (Freshman): Molly Pasma, Karen Mishler, Christine Perkins

2023 (Sophomore): Lillie Jones, Windie Goldhahn, Whitney Polich

2022 (Juniors): Sara Davidson, Jennifer Rohrer, Jodi Koterba

Simms School Student Handbook

Table of Contents:

Montana Behavioral Initiative Definition & Goals	5
A	
Academic & Building Accommodations	5
Advertising/Posters	5
Advisement Program	5
Afterschool Study Hall	5
Announcements	6
AP Classes	5,25
Attendance Procedures	6
Tardies	8
Awards	8
B	
Bullying/Intimidation/Harassment/Hazing	10
C	
Cellular Phones	11
Change of Address	12
Cheating/Plagiarism/Forgeries	12
Chemical Use Policy	12
Class Add / Drop Request	38
Communicable Diseases/Conditions	12
Computer Labs	13
Counseling	13
D	
Dances	14
Detention	14
Discipline / Discipline Flow Chart	14,37
Driver Training / Traffic Education	15
Dual Enrollment	23
E	
Electronic Devices: Searches	15
Extracurricular Eligibility	16
F	
Fees	17
FERPA	18

Field Trips	21
Food Service	21
G	
Grading/Course Guidelines/AP	21
Graduation/ Correspondence Courses.....	23
H	
Hall Times / Passes	26
Homeless Students	26
Homework	27
I	
Immunizations.....	28
Injuries/Accidents/Management of Sports Related Concussions	28
Internet Use Policy	28
Insurance	29
L	
Library/Media Center	29
Lockers	29
Lost and Found	29
M	
Media Center (see Library)	29
Montana High School Association (MHSA)	29
MHSA/SRVS Eligibility at Simms High School	39
N	
Open Campus	29
P	
Part-Time Attendance	30
Passive Alcohol Sensors	30
Personal Property	30
Procedure for Redress of Rights	30
Public Displays of Affection	30
R	
Report Cards/Progress Reports	30
S	
School Resource Officer (SRO/Law Enforcement)	30
Searches	30
Security	31
Sexual Harassment	31
Standardized Tests	22
Student Behavior / Student Illness.....	32, 6
Student Dress	32
Student Schedule and Schedule Change.....	33
Study Hall	35
T	

Telephones	35
Toys and Personal Items	35
Transfer or Withdrawal from School	35
Transportation (Buses) and Parking	35
Travel Regulations	35
Trespassing	36
Truancy Policy	36
V	
Valedictorian and Salutatorian Selection Process	36
Visitor Pass	36
W	
Weapons and Firearms	36

MBI (Montana Behavior Initiatives) Key Goals

SIMMS UNIVERSALS: Be Responsible, Be Respectful, Be Safe

- **Training** – To increase the awareness and understanding of effective school practices.
- **Team Process** – To increase and improve the use of team processes in educational decision-making and in addressing issues concerning our youth.
- **Proactive Support Systems** – To support the implementation of best practice procedures in Montana's schools, foster beliefs which hold that all children are valued, and that positive and proactive approaches to problems produce the most satisfying results.
- **Evaluation Process** – To increase awareness regarding the value and use of data-based decision-making in education.
- **Community Process** – To foster the belief that the education of today's youth is a community responsibility.

FOUR ELEMENTS of MBI/PBIS

- **Outcomes** – Academic and behavior targets that are endorsed and emphasized by students, families and educators.
- **Practices** – Curricula, instruction, interventions, and strategies that are evidence-based.
- **Data** – Information that is used to identify status, need for change, and effects of interventions.
- **Systems** – Supports that are needed to enable the accurate and durable implementation of the practices of MBI/PBIS.

Pledge of Allegiance

Each school day will begin with the Pledge of Allegiance for students grades 6-12. Students may be excused from this activity with consent of the administration.

Morning School Announcements

Each school day at 9:00 AM the school will provide overhead speaker announcements. All School notifications are listed on the google calendar for events planning purposes. Staff and Students will use the announcement reporting system in place and submit announcement prior to 9:00 AM each day. The School secretary will email the announcements out for staff each morning with the attendance listing.

ACADEMIC AND BUILDING ACCOMMODATIONS

Advanced Placement Classes

Advanced Placement (AP) classes are college-level courses. Students who take AP courses are required to take the AP exam and may receive college credit if they score high enough on the exam. Students who are interested in AP courses should contact the counselor for more information.

Special Education

Compensatory instructional services are offered to Simms students who qualify under IDEA (Individuals with Disabilities Education Act), Section 504 of the Rehabilitation Act, or the Americans with Disabilities Act.

ADVERTISING/POSTERS (Refer to SBP 4331)

Advertising is not allowed on campus without prior approval of the administration. Generally, advertisements for non-profit organizations or club activities will be allowed. Posters must be approved by the administration before being posted. See the Principal for the "Approved" stamp for posters.

ADVISEMENT PROGRAM

All students are assigned to an advisor for advisement and scheduling purposes during the seven years they are at Simms School. Advisors will be in charge of contacting parents, planning curriculum, and providing awareness to the students of what the school has to offer. A counselor will always be available to assist the student or student's advisor when help is needed.

AFTERSCHOOL STUDY HALL (by appointment only)

Afterschool study help is staffed by certified teachers and is designed to help all Simms students. Check with the Principal or Counselor for times of these study sessions.

ANNOUNCEMENTS

The announcements for Simms School are announced by the Main Office staff and are revised on an as need basis. Announcements are made over the school PA system, on the District website and on the District Facebook page.

ATTENDANCE PROCEDURES (Refer to SBP 3122 and 3122P)

STUDENT ILLNESS POLICY

A designated person must check each child's health status upon entry to school/extracurricular activities and exclude any students with the following symptoms:

FEVERS OF 100.4° OR GREATER. Students must be without fever for 48 hours before they return to school.

VOMITING AND DIARRHEA. Students must be without vomiting and diarrhea for 48 hours before they return to school. Vomiting includes two or more episodes in the previous 24 hours. Diarrheas is defined as an increased number of stools, increased water in the stool, and/or decreased form to the stool that cannot be contained by a undergarments or clothing attire.

BACTERIAL INFECTIONS. Students with bacterial infections must have antibiotic treatment for 48 hours before returning to school:

- a. Strep Throat.
- b. Scarlet Fever.
- c. Impetigo.
- d. Bacterial Conjunctivitis (Pinkeye).
- e. Skin Infections such as draining burns or wounds or infected hangnails.

GENERALIZED RASHES. Includes those covering multiple parts of the body. These rashes must be evaluated by a health provider, to determine cause before the student can return to school (provide documented note).

Hand Foot and Mouth/Chickenpox variations. Students with sores cannot attend school until all sores dry up (usually 5-7 days).

GENERAL MALAISE: If a student is lethargic, extremely irritable, excessively sleepy and/or just not acting themselves and appears ill, student must be excluded for 24 hours.

SYMPTOMS OF SEVERE ILLNESS (Whether or not they would otherwise be excluded.) Examples: uncontrolled coughing; breathing difficulty or wheezing; stiff neck; irritability; poor food or fluid intake; or a seizure. A health care provider must evaluate such student before they may return to school.

A student need not be excluded for a nasal discharge unless the discharge is accompanied by a fever. Student with fever and discharge must be excluded until seen by a physician and are authorized to return to school.

VERY IMPORTANT

Student must be able to participate in all school activities. If a student is to be removed from outside or active play then exclusion from school is required. Students are not to be given fever reducing medication to attend school. Students are not to be given pain reliever to attend school.

Immediate pick up (within 60 minutes) of sick children is required. If you are out of town a backup person must be designated.

Absence Approval & Assignment Request

For a pending absence other than school-related, a parent phone call must be made in advance to clear the absence. The student then needs to pick up a "Request for Absence Approval and Assignments" form from the Attendance Office. The student takes this form to each teacher to get all assignments at the earliest possible date prior to the absence.

Students in 6-12 Activities:

Tardiness/ Attendance/ Suspension:

Students are expected to arrive at school on time every day. Unexcused absences and tardiness will subject students to disciplinary action, including detentions and other sanctions, in accordance with the district's attendance policies.

If a student has an unexcused absence from school, he/she will not be permitted to attend a practice or a game on that day.

If a student has an unexcused tardy, he/she will not be permitted to attend a practice or a game on that day if the student arrives at school later than 8:15 AM.

If a student arrives at school after 8:15 AM, the tardy will be considered excused only if the student athlete brings a note from a doctor explaining the medical reason for the tardy or a note from a parent explaining the family emergency that caused the student-athlete to be late to school.

In order to participate in a practice or a game, a student must be in school for a minimum of 5 class periods on the day of the event. (For this issue Fridays and Saturdays are considered an extension of Thursday. Students that are excused from attending school because they were ill can't practice or participate in competition on that day without a doctor's note.) Any exceptions to this rule will be made only by the school administration.

Students must attend 50% of the offered school week in order to participate in extracurricular activities.

Students that call in sick from school and are unable to attend the academic setting, will also be excused from attending any after school practices as well.

If a student receives a detention, he/she must serve that detention, but will be allowed to attend a practice or a game on that day after the detention has been served.

Unexcused Absence Protocols 6-12	Middle School	High School
If a student has an in-school suspension (2 Days Unexcused) 1/2 Week (Teachers Contact Parent) will not be allowed to attend school during suspension time period.	If a student has an in-school suspension, he/she will not be permitted to attend practices. Parent contact if suspension extends beyond 2 days. Replace Assignment for reduced/loss of credit. Minimum 1 Tuesday Detention.	If a student has an in-school suspension, he/she will not be permitted to attend practices. Parent contact the school week (i.e. the day after the suspension). Replace Assignment for reduced/loss of credit. Minimum 1 Tuesday Detention.
(4 Days Unexcused) 1 Week (Letter Sent & Filed) (Administration Contact Parent & School SRO) either a parent or guardian is responsible for attendance. If the student has an out-of-school suspension, the parent/guardian must receive a notification from the district.	Parent contact. Replace Assignment for reduced/loss of credit. Minimum 4-day ISS. If a student has an out-of-school suspension, the parent/guardian must receive a notification from the district.	Parent contact. Replace Assignment for failing grade/loss of credit. Minimum 4-day ISS. If a student has an out-of-school suspension, the parent/guardian must receive a notification from the district.
(9 Days Unexcused) 2 Weeks + 1 (Letter Sent & Filed) (Administration Contact Parent & School SRO) either a parent or guardian is responsible for attendance. If the student has an out-of-school suspension, the parent/guardian must receive a notification from the district.	Parent contact. Replace Assignment for reduced/loss of credit. Minimum 4-day ISS. If a student has an out-of-school suspension, the parent/guardian must receive a notification from the district.	Parent contact. Replace Assignment for failing grade/loss of credit. Minimum 4-day ISS. If a student has an out-of-school suspension, the parent/guardian must receive a notification from the district.

The Attendance Office phone number is 264-5111 Ext. 124. Any students who call in or misrepresent themselves as a parent will have disciplinary consequences assigned. Parents must excuse absences within two weeks of the date of an absence. Students will be present or Semester Test week as per the school calendar and schedule as listed in the student handbook.

Absence Policy

Students can accumulate up to eight (9) absences each semester. This includes excused and unexcused absences, but does not include school-related absences. A student loses credit in a given class when absences exceed eight (8) per semester unless the student presents a documented excuse acceptable to the district. If the student cannot produce acceptable documentation, consequences prescribed in the district's student code will be applied.

The school principal or his/her designee may extend the number of allowable absences in cases of verified medical excuses or other, unavoidable emergencies. (A student who has exceeded eight (9) absences per semester will meet with the attendance team. The team will design a credit recovery plan. The plan will include Friday school.)

Tardies

Students are expected to arrive at class on time, with the appropriate materials, and be ready to learn. The teacher will handle classroom tardies. Excessive tardies will be referred to the Principal's office. A tardy contract for chronic tardies may be issued. All students who are late at the beginning of the school day must report to the Attendance Office before going to class. A tardy of more than 15 minutes will be counted as an absence.

(Letter Sent & Field) (Administration Contact Parent & School SRO Truancy Violation)	No credit for work Minimum 4 days ISS (2 Friday School)	No credit for work Minimum 4-day ISS (2 Friday School)
Subsequent Offense may result in: Extended ISS, OSS, Board Discipline Hearing, and Course Failure.		

TARDY POLICY

Staff

Expectation of reporting within infinite campus.

Administration

Each Thursday or last day of the week, a detention list will be sent to JH/HS staff & Announced the following MONDAY, parent's notified.

Definition of Tardy=Student has no pass or written record signed from Staff member if late to class.

Referral= Each Tardy Reported in infinite campus must have a referral (current class) & filed with Mr. McKinley.

Upon the 3rd Tardy in the individual class, Simms Staff Members will call parents that day & Notify Mr. McKinley.

Chronic Tardy= Students that receive the 4th Tardy during the day/week will be disciplined by the current classroom teacher upon 4th Tardy or more. This will result in after school detention or in school suspension with the teacher and phone call home to parents/guardians, & Mr. McKinley will be notified.

If students continue to be insubordinate beyond any of these expectations, Mr. McKinley will have a meeting with your parents and core teachers to find a solution.

Absences, Pre-planned

It is the student's responsibility to notify teachers prior to being absent because of a planned event. Teachers may require the work to be completed and turned in prior to departure, or they will make arrangements with the students for work completion. (No teacher shall grant credit for homework, quizzes, tests, or other assessment after a period of 5 school days. An exception may be granted, with the principal's approval, for unusual circumstances. Each teacher may have a more stringent policy for late work, if they desire.)

Absences for school-sponsored activities are excused, but students are held responsible for the work missed. In order to participate in an extracurricular activity, including practice, students must be in school during the day of the date of the event or during the day on the last school day prior to the activity, if the activity falls on a non-school day. Exceptions may be made by the administration. (See Eligibility)

Absences, Unexcused

It is the responsibility of a parent to provide a reason for a student's absence. *Parents/Guardians will have 2 weeks to provide a reason for a student's absence.* Based on the reason, an administrator will determine if the absence is excused or unexcused. Unexcused absences are not acceptable in the District. In the event an unexcused absence occurs, each unexcused absence will result in a 5% deduction in the student(s) quarter grade for that class. Absences deemed trancies will be dealt with in accordance with the Truancy Policy defined in the Student Handbook (See Truancy).

During the School Day: Checkout (including age 18 Students)

Students leaving school during the school day for any reason are required to check out in the Attendance office or with the Principal. Failure to do so may result in disciplinary action. Students shall not be removed from school grounds during school hours except by a person duly authorized. Before a student is removed or excused, the person seeking to remove the student must present, to the satisfaction of the administrator, evidence of his/her proper authority to remove the student.

Make-Up Work

Schoolwork missed during an excused absence can be made up at full credit. Teachers will make arrangements with students for work completion. Students, who are absent as a result of out of school suspension, have the right to make up work missed, and they will make arrangements to complete the work. Teachers are not expected to reconstruct lessons taught while a student is on suspension. (No teacher shall grant credit for homework, quizzes, tests, or other assessment after a period of 5 school days. An exception may be granted, with the principal's approval, for unusual circumstances. Each teacher may have a more stringent policy for late work, if they desire.)

AWARDS

Rewards and Recognition (Responsible, Respectful, & Safe)

The school offers a variety of meaningful, motivating reward and recognition programs. Student accomplishments in the areas of academic achievement, character traits and extracurricular activities are recognized through:

Tiger Tickets- Students receive Tiger Tickets in recognition for their demonstration of our three basic rules.

Tiger High Flyer- Students are awarded with this award for academic excellence, hard work, and demonstration of our "Tiger Way" character traits.

Principal's Recognition- Students receive principal signatures for academic success, Tiger Points and other accomplishments.

Student of the Month- This award is given to students once a month for their demonstration of following universals and demonstrating leadership character above and beyond the ordinary.

Semester Awards- This award is given to students who have mastered their grade level achievements, character development, pacing, positive intent, problem solving, interdependence, and choices to become a high achieving student.

Accelerated Reader Recognition- Students take quizzes on the computer based on books they have read. Each quiz has a point value. Students are recognized for their achievement in this program.

Activities:

Middle School (6th – 7th – 8th)

High School (9th – 10th – 11th – 12th)

Academic Letter

Students may "letter" in academics based on their cumulative weighted grade point average. To letter, a student must have a cumulative weighted grade point average of:

- 9th Grade Students = 3.9 Cumulative Weighted GPA
- 10th Grade Students = 3.85 Cumulative Weighted GPA
- 11th Grade Students = 3.8 Cumulative Weighted GPA
- 12th Grade Students = 3.75 Cumulative Weighted GPA

Awards will be presented during the end of year Achievement Day assembly. A certificate and/or school letter is awarded to high school students for academic achievement. Any student who drops out of school during the year for any reason not approved by the Awards Committee will not be eligible for an award. Students who violate Simms rules pertaining to alcohol/drugs, tobacco, vandalism, violation of the criminal code, hazing, racial/religious/sexual harassment or violence, may not be eligible for an award.

Departmental Awards

A variety of departmental awards are presented at the annual Awards Assembly.

Girls State and Boys State

Juniors are selected each year to spend one week involving themselves in a study of American citizenship. Applications are filled out and the selection is made based on leadership, character, honesty, scholarship and community service.

Heisey Awards

Each year approximately 5 Simms High School students receive a Heisey Award, which includes a financial award as well. Scholastic improvement, effort, and citizenship are the criteria for this award. The awards are presented at the awards assembly to which parents are invited.

HOBY (Hugh O'Brian Youth)

The Hugh O'Brian Foundation, established in 1958, states its purpose is to "seek out, recognize and reward leadership potential in high school sophomores." All sophomores are eligible for selection and encouraged to apply for these three or four-day weekend seminars held in the spring. The school selects its outstanding sophomore ("ambassador").

Honor Roll

Students who achieve a grade point average of 3.00 or above are placed on the honor roll. Approximately 40 students are placed on the honor roll per semester.

National Honor Society

Junior candidates eligible for election to the chapter shall have a minimum scholarship average of 3.5 after five semesters. Senior candidates eligible for election to the chapter shall have a minimum scholarship average of 3.67 after seven semesters. It should be noted that meeting the minimum G.P.A. allows the candidate to be eligible for further consideration. Membership in the National Honor Society is based upon citizenship, scholarship, character, leadership and service as evaluated by the SHS faculty council and determined by regulations established by the national organization.

Outstanding Service Letter

SHS High School grants a chenille SHS letter to students who have completed 200 hours of volunteer work. Any student may apply by submitting a letter provided by the primary service recipient verifying the minimum number of service hours. Any service provided for any school, government agency, or non-profit organization will be considered. See the Principal or Counselor for more information.

Scholarships and Other College Assistance

Numerous individual, industrial, military, and college-sponsored scholarships are presented at the annual Awards Assembly. All students are encouraged to check periodically on the availability of these awards.

BULLYING /INTIMIDATION/HARASSMENT/HAZING (SBP 3226)

The Board will strive to provide a positive and productive learning and working environment. Bullying, harassment, intimidation or hazing by students, staff, or third parties is strictly prohibited and shall not be tolerated.

Definitions:

- a. "Third parties" include but are not limited to coaches, school volunteers, parents, school visitors, service contractors or others engaged in District business, such as employees of businesses or organizations participating in cooperative work programs with the District, and others not directly subject to District control at inter-District and intra-District athletic competitions or other school events.
- b. "District" includes District facilities, District premises, and non-District property if the student or employee is at any District-sponsored, District-approved, or District-related activity or function, such as field trips or athletic events, where students are under the control of the District or where the employee is engaged in District business.
- c. "Hazing" includes but is not limited to any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any District-sponsored activity or grade-level attainment, including but not limited to forced consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate.
- d. "Bullying" means any harassment, intimidation, hazing or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication ("cyberbullying") or threat directed against a student that is persistent, severe, or repeated, and that substantially interferes with a student's educational benefits, opportunities, or performance that takes place on or immediately adjacent to school to school bus stop, or anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a student or staff member or an interference with school purposes or an educational function, and that has the effect of:
 1. Physically harming a student or damaging a student's property
 2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property
 3. Creating a hostile educational environment, or
 4. Substantially and materially disrupts the orderly operation of a school
- e. "Electronic communication device" means any mode of electronic communication, including but not limited to computers, cell phones, PDAs or internet.

Reporting

All complaints about behavior that may violate this policy shall be promptly investigated. Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing, harassment, intimidation, or bullying in violation of this policy is encouraged to immediately report his/her concerns to the building principal or District Administrator, who have overall responsibility for such investigations. A student may also report concerns to a teacher or counselor, who will be responsible for notifying the appropriate District official. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent or District Administrator shall be filed with the Board.

The complainant shall be notified of the findings of the investigation and, as appropriate, that remedial action has been taken.

Exhaustion of administrative remedies

A person alleging violation of any form of harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication as stated above, may see redress under any available law, either civil or criminal, after exhausting all administrative remedies.

Responsibilities

The District Administrator shall be responsible for ensuring notice of this policy is provided to students, staff, and third parties and for the development of administrative regulations, including reporting and investigative procedures, as needed.

Consequences

Students whose behavior is found to be in violation of this policy will be subject to discipline up to and including expulsion. Staff whose behavior is found to be in violation of this policy will be subject to discipline up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined by the District Administrator or the Board. Individuals may also be referred to law enforcement officials.

Retaliation and Reprisal

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry. Such retaliation shall be considered a serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

CELLULAR PHONES (Refer 50 SBP 3630)

Student possession and use of cellular phones, pagers, and other electronic signaling devices or calling devices on school grounds during the instructional day is a privilege which shall be permitted only with the express permission of the school building administrator or designee. Cell phones may be used only before school, during lunch, and after school. At no time, shall any student operate a cellular phone or other electronic device with video capabilities in any locker room, bathroom or other location where such operation will violate the privacy right of another person, or, interferes with the instructional process. Unauthorized use will result in confiscation of the device by school employees and may result in disciplinary action. Confiscated devices may be returned, at the discretion of the building administrator, to the parent or guardian of the student or to the student. All electronic devices, including cell phones, may be searched for information as needed pursuant to School Board Policy 3231.

CHANGE OF ADDRESS

It is very important that any change of residence or phone numbers during the school year be reported to the Attendance Office. This change will be reported to the other offices.

CHEATING/PLAGIARISM/FORGERIES

Simms School expects students to conduct themselves ethically and honorably. Grades in high school reflect the work that a student has accomplished; cheating is dishonest and does not give parents and teachers the right reflection of the student's work. Therefore, Simms does not accept any work that is not done solely by the student's best knowledge. Cheating can be a wide range of offenses that include: attempted cheating, talking during a test, doing another's work for them, using work or papers from the internet, open books or notes when not instructed, altering a grade, or stealing exams and work. Simms will not accept any of the previous. If caught cheating the student or students will immediately be sent to the office where the principal will decide the degree of punishment for cheating or plagiarism.

ACADEMIC INTEGRITY

The SRVS faculty is committed to providing the skills necessary that students may become ethical consumers of all formats of information. We are committed to provide students with the skills necessary to prevent plagiarism and cheating.

Cheating Behavior

Cheating of any kind will not be tolerated at Sun River Valley Public Schools. The faculty and administration may institute stern disciplinary measures against students caught cheating, the least of which may be a "0" grade.

Plagiarism

Plagiarism is the use of another person's intellectual property without giving appropriate credit to the original source. Plagiarism is unacceptable, unethical, and illegal. Plagiarism and cheating are not tolerated at Simms School and claims of ignorance will not be accepted.

Plagiarism can be any of the following:

- Directly copying text, pictures, graphs, etc., without proper citation
- Using the ideas of another without proper citation – the theft of intellectual property
- Putting your name on someone else's work

Cheating can be any of the following:

<i>Cheating Protocols 6-12</i>	Middle School	High School
<i>First Offense</i>	Parent contact Replace Assignment for reduced/loss of credit Minimum 1 Detention	Parent contact Replace Assignment for reduced/loss of credit Minimum 1 Detention
<i>Second Offense</i>	Parent contact Replace Assignment for reduced/loss of credit Minimum 1 day ISS	Parent contact Replace Assignment for failing grade/loss of credit Minimum 1 day ISS
<i>Third Offense</i>	Parent contact No credit for work Minimum 3 days ISS	Parent contact No credit for work Minimum 3 day OSS
Subsequent Offense may result in: Extended ISS, OSS, Board Discipline Hearing, and Course Failure.		

- Copying another's answers
- Electronic exchange of answers
- Sharing answers without the explicit permission of the teacher
- Allowing open view of your answers

Student Responsibility

Do not share work with other students.

CHEMICAL USE POLICY (Refer to SBP 3330-3340)

Students shall not use, have in possession, sell, or distribute alcohol, tobacco, or illegal drugs, or abuse prescription or non-prescription drugs. Any conduct that violates Montana Law will be reported to the proper law enforcement authority. Students in extracurricular activities will be subject to activity student handbook for offense structure, and a chemical treatment plan.

Church & Family Night

Wednesday night is reserved for family night and/or church activities. No school activities scheduled beyond 6:00pm.

COMMUNICABLE DISEASES / CONDITIONS (Refer to SBP 3417)

To protect children from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the school office or principal so that other students who may have been exposed to the disease can be alerted. These diseases include, but are not limited to:

Amebiasis, Hepatitis, Rubella (German Measles), Campylobacteriosis, Influenza including congenital Chickenpox, Lyme disease, Salmonellosis, Chlamydia, Malaria, Syphilis, Colorado Tick Fever, Measles (Rubeola), Scabies, Diphtheria, Meningitis, Shigellosis, Gastroenteritis, Mumps, Streptococcal disease, invasive Giardiasis, Pinkeye, Tuberculosis, Hansen's disease, Ringworm of the scalp, Whooping Cough (Pertussis)
[Further information may be found at policy 3417 in the District's Policy Manual]

COMPUTER LABS

The Computer Labs have been established to provide students with access to technology so that they may meet instructional and technological goals in meaningful ways. The labs are available from 8:00 a.m. through 4:00 p.m. Monday through Thursday. Classes and individuals may take advantage of software programs and Internet access on the PC platform. (See Internet use policy.)

COUNSELING (Refer to SBP 2140)

Counseling helps individual students understand themselves in relation to the world about them. Its purpose is to help students develop their potential by assessing strengths and weaknesses, abilities and talents, aptitudes and interests, values and attitudes, and to help students adjust their aspirations accordingly.

There is one counselor at Simms School to help students and parents with any concerns they may have. Counselors have special training and work experience and hold special certification to serve students in this capacity. They are not disciplinarians. In addition to their counseling work, the counselors have other guidance functions. These include orientation of new students, scheduling, program changes, academic progress checks, student transfers, summer school arrangements, testing, college admission counseling, job placement and recommendations, plus many other duties.

Correspondence Courses

Under unusual or special circumstances, students may be permitted to enroll in an approved correspondence course from a school approved by the National University Extension Association, or the National Home Study Council. The Principal must grant prior permission. See a counselor for more information.

Examinations: University Entrance and Other

Colleges vary in their requirements for admission. Consequently, students should carefully check the requirements of specific colleges. The counselor will help students explore admissions criteria. Students will find test registration materials as well as catalogs from individual colleges in the Advisement Center.

The tests most commonly used for admission purposes are listed below. For specific information, students should contact the counselor.

- ACT--The American College Testing Program
- SAT--"College Board" Scholastic Aptitude Tests
- PSAT/NMSQT—Preliminary Scholastic Aptitude Test and National Merit Scholarship Qualifying Test

Scholarships and Financial Aid

Scholarships and other financial aid are awarded primarily to those students who have a financial need and have maintained high academic records. Extra-curricular activities, elected offices, honors, and other recognitions (in and out of school) are important. A categorical listing of scholarships that are available is kept in the Counseling Center, and students are encouraged to consult it as well as watch for current listings on the bulletin board as scholarships become available. Students are encouraged to visit the Advisement Center about scholarships and financial aid. Also see the Awards section of this Handbook.

Transcripts

Because of the time necessary to process transcript requests, it is important that requests be made as soon as possible. To request a transcript, the student needs to notify Simms School as to name, current grade level, how many copies are needed, and where they are to be sent or if they will be picked up. As requested, seventh semester transcripts to colleges will be forwarded at the end of the semester. As requested by the student, final transcripts and verification of graduation will be forwarded in June/July. All requests for release of student information must be signed by a parent (if a student is under 18 years of age) or by the student (if 18 years old).

DANCES

One formal dance and a number of informal dances are held each year. Simms students attending dances must present their student I.D. card or be properly identified as a Simms student before they will be admitted. Simms students may bring a guest to the dance if they have a guest pass signed by the principal. Middle school students are not permitted to attend high school dances. Guests will be admitted at the discretion of the Simms School administration. Guests 20 years of age and older are not permitted to attend any dances. All school rules apply at all school dances. Students leaving early are not permitted to re-enter the dance unless special permission has been granted. All school dances will end at 11:45 p.m. unless otherwise announced. Students should make arrangements for rides after the dance.

Simms School emphasizes these universals:
Be Respectful, Be Responsible, and Be Safe.

Types of Referrals

Students in violation of school procedural safeguards will be dealt with as per the behavior documentation system established at Simms School. All behavior recorded using the referral paper work will be filed in the students cumulative academic file. All Staff have the right to assign detention to any student as per their professional recommendation if the educational environment is disrupted due to the student's behavior.

Referral Procedure

- Three referrals in one school week will result in Tuesday Detention.
- Six referrals during the semester result in one day of In School Suspension.
- Ten referrals during the semester result in 4 days of in School Suspension.
- Ten or more during the semester will result in 4 days of Out of School Suspension & Behavior plan.

ACTION TAKEN BY FACULTY DOCUMENTING BEHAVIOR REFERRAL:

Group (A) Offense: *Class Disruption, Food or Drink in Class, Inappropriate Dress, Late for Class, Littering, Not Prepared for Class.*

- 1-Student is made aware of the behavior by the faculty member making the referral.
- 2-Referral Filled out by faculty member and handed into Administration.
- Administration conferences with student, contacts faculty member that wrote referral.
- Determine discipline, inform student of outcome with faculty member.

Group (B) Offense (Progressive): *Chronic Group A, Cheating or Plagiarism, Defacing School Property, Defiance or Non-Compliance of School Authorities, Display of Affection, Forgery, Harassment, Bullying, Obscenity, Profanity, and Vulgarity, Skipping School.*

- 1-Student is made aware of the behavior by the faculty member making the referral.
- 2-Referral Filled out by faculty member and handed into Administration.
- 3-Administration conferences with student, contacts parent & guardian about incident, and conferences with faculty member that wrote referral.
- 4-Determine discipline, inform student & parent and guardian of discipline procedure.
- 5-Administration reports to faculty.

Group (C) Offense (Exceptional Misconduct): *Alcohol, Drugs, Tobacco, Assault or Physical Violence, Chronic Harassment, Sexual Harassment or Misconduct, Theft, Threats, Unlawful Acts, Vandalism, Weapons, Willful and or open Defiance.*

- 1-Student is made aware of the behavior by the faculty member making the referral.
- 2-Student removed from academic setting and sent to the office. Referral Filled out by faculty member and handed into Administration.
- 3-Administration conferences with student, contacts parent & guardian about incident, and conferences with faculty member that wrote referral. (Cascade County School SRO is Involved).
- 4-Determine discipline, inform student & parent and guardian of discipline procedure.
- Administration reports to faculty with behavior modification if necessary.
- Disiplinary procedural process.

DETENTION

Detention is an intermediate measure to help maintain necessary classroom decorum in those cases not serious enough to warrant in or out of school suspension.

The School will conduct Weekly Tuesday Detention with a supervising staff member from 4:00 – 6:00 PM.

Students that are absent for Tuesday Detention will be subject to further discipline.

- Students receiving a Disciplinary Referral will be notified by the principal the reason for the Disciplinary Referral and Consequence:
 - Students will serve detention as assigned.
 - The student will be required to bring sufficient school work to keep him/her busy for the entire detention period or the detention supervisor will assign him/her work.
 - Should a student miss an assigned detention because of an excused absence, detention must be served the next time it is offered.
 - If a student chooses not to show up for detention after being in attendance at school, the result is an automatic doubling of the detention.
 - Should a student choose not to serve the two consecutive detention assignments he/she will receive an in-school-suspension. This will be considered a major disciplinary offense which will, with continued infractions, result in a longer suspension and subsequently an expulsion hearing before the Board of Trustees.

ACADEMIC INSUBORDINATION

The expectation for all students is to experience success every school day. It is important that all students participate in their classes to the best of their ability. Students who choose not to attempt assigned course work and consistently fail to submit assignments are exercising the student malpractice option of academic insubordination.

This is not an acceptable direction in which a student may be permitted to travel. Students, like teachers, are required to perform their duties. Teachers are to make every effort to address matters of academic insubordination first with the student. If wider involvement is necessitated, the parent and guidance counselor are to be consulted. If the problem continues, the teacher is directed to submit a STUDENT DISCIPLINARY REFERRAL FORM to the principal to address this continuing concern. The principal will then meet with the student to seek resolution of the problem(s). If necessary the principal will communicate directly with parents to involve them in the process of resolving this problem.

When student has fallen to a 64% or lower D of any kind - the teacher will contact parents via phone / email.

- Probation week: contact parents via phone/email, letter home, student attends extra hour of school before or after for each class to get caught up, along with study hall time.
- Ineligible week 1: letter home, teacher contacts parent.
- Ineligible week 2: letter home, teacher contacts parent, informs principal.
- Ineligible week 3: letter home, teacher contacts parents, Tuesday Academic Work Session.
- Ineligible week 4: letter home, meeting with parents and student.

Before and After School

Students who arrive at school early are expected to keep voices at a normal level and not to be loud or disruptive. Students are not permitted to remain in the building after school unless supervised by a teacher. Students who must wait for rides should remain in the Commons. Again, behavior needs to be appropriate and voices should not be loud or disruptive to activities being held. Failure to follow the behavior guidelines may result in loss of the privilege of being in the building before or after school.

DISCIPLINE (Refer to SBP 3310) See Discipline Flow Chart on page 37

Student Discipline

A teacher or principal has the authority to hold a pupil to strict accountability for disorderly conduct in school, on the way to or from school, or during intermission or recess.

Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including, but not limited to:

- Using, possessing, distributing, purchasing, or selling tobacco products
- Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence are not permitted to attend school functions and are treated as though they had alcohol in their possession
- Using, possessing, distributing, purchasing, or selling illegal drugs or controlled substances, look-alike drugs, and drug paraphernalia. Students who are under the influence are not permitted to attend school functions and are treated as though they had drugs in their possession
- Using, possessing, controlling, or transferring a weapon in violation of the "Possession of a Weapon in a School Building" section of this policy
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon. (Federal Law holds that students who bring weapons to school be suspended from school for one year. See Board Policy)

- Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct
- Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct
- Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person(s) property
- Engaging in any activity that constitutes disorderly conduct, an interference with school purposes or an educational function, or any disruptive activity
- Unexcused absenteeism; however, the truancy statutes and Board policy will be utilized for chronic and habitual truants.
- Hazing
- The forging of any signature, or the making of any false entry, or the authorization of any document used or intended to be used in connection with the operation of the school
- The use of offensive language such as racial slurs, etc.
- Gang behavior

These grounds for disciplinary action apply whenever the student(s) conduct is reasonably related to school or school activities, including, but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group
- Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school
- Traveling to and from school or a school activity, function, or event
- Anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, or an interference with school purposes or an educational function

Any conduct that violates Montana Law will be reported to the proper law enforcement authorities.

DRIVER TRAINING (Traffic Education Classes)

Driver education is offered through the school district once during the summer. The course cost must be paid at the time of registration, Fee: \$200. Students with a birthdate on or before March 18, 2005, are eligible to apply. Enrollment is by date of birth, which we verify. It is not first come first served.

*Student must pass all academic subjects the prior two semesters to enroll in Drivers Ed.

*This class will be graded as an elective class. Upon completion by the student for 1.0 credit towards their high school graduation requirements.

ELECTRONIC DEVICES: SEARCHES

School officials reserve the right to search any electronic device(s) for information as needed, pursuant to School Board Policy 3231. Such electronic devices include, but are not limited to, cell phones, palm pilots (or personal digital assistants—PDA's), digital cameras or phones, portable storage devices (such as CD's, flash drives, disks), and other electronic devices not herein listed.

EXTRACURRICULAR ELIGIBILITY (See Extracurricular Handbook appendix C for further details, page 30)

Grades will be monitored every Tuesday. The eligibility date will not begin until after the second Tuesday of each quarter. If a student has an F in any of his/her classes on a Tuesday eligibility date, he/she will be ineligible from that

point (Tuesday morning) until the next Tuesday morning, in which the grade is passing. Students can only become ineligible on the designated eligibility Tuesday. Students can become eligible on any Tuesday.

Teachers will refresh their gradebook every Monday evening at the close of the day after inputting their grades. The grade report will be pulled every Tuesday morning. The report will go in the Principal and Activity Director's mailbox. Any student below a 64% average in a class will be listed on a 6-12 grade report. After the report is created letters of probation and ineligible status will be initialed by the teacher and principal for verification and mailed to the parent/guardian. The AD/Principal will communicate with the coach/sponsor which students will be ineligible. The coach/sponsor will then communicate with the student.

The student policy is supplementary to the Montana High School Association rules. If a student fails four solid classes in a semester he/she will be ineligible for the following semester stipulated by the MHSA handbook.

Procedurally, the process will be that the Fall eligibility is based on the previous 4th quarter/2nd semester grades. Students failing in either grading period would be ineligible until the midterm eligibility check.

STUDENTS MUST HAVE A 2.0 GRADE POINT AVERAGE FOR THE PRECEDING QUARTER TO BE ELIGIBLE TO PARTICIPATE.

Ineligible students will be allowed to practice.

Ineligible students will not be allowed to travel with the team until eligible.

Ineligible students will not be allowed to complete at any level until eligible.

Eligibility dates for the 2021-2022 school year:

Enrollment dates for the 2021-2022 school year.			
Semester 1	August 26 – January 13	Quarter 1 Aug 23 – Oct 28) (Mid Term Sept 23)	39 Days
		(Quarter 2 Nov 1 – Jan 13) (Mid Term Dec 2)	36 Days
Semester 2	January 17 – June 2	Quarter 3 Jan 17 – Mar 24) (Mid Term Feb 17)	40 Days
		(Quarter 4 Mar 28 – June 2) (Mid Term Apr 28)	39 Days
Total=			154 Days

September 7	November 9	January 4	March 15	May 17
September 14	November 16	January 11	March 22	May 24
September 21	November 23	February 1	April 5	
September 28	November 30	February 8	April 12	
October 5	December 7	February 15	April 19	
October 12	December 14	February 22	April 26	
October 19	December 21	March 1	May 3	
October 26	December 28	March 8	May 10	

REPORT CARDS/PROGRESS REPORTS

Report cards and Mid-Term progress reports will be mailed out within one week or available online of the end of the Mid-Term or Quarter. The School District asks all parents/guardians & students to view the digital report card online within infinite campus. Upon request to the school counselor, parents/guardians & students may receive a hard copy of report cards at the end of Quarter & Semester grading.

2021-2022 Mid-Term and Quarter end dates are as follows:

Quarters	START	Mid-Term	END	DAYS
Quarter 1	August 23	September 23	October 28	39

Quarter 2	November 1	December 2	January 13	36
Quarter 3	January 17	February 17	March 24	40
Quarter 4	March 28	April 28	June 2	39
				Total= 154

FEES

Activity Card and Extra and Co-Curricular Participation Fees

All students are encouraged to purchase an Activity Card, which admits students to extracurricular events at a free or reduced rate. An activity card includes the following: Activity bus to and from ALL extracurricular activities, Pep Bus and Gate attendance for all home sports events.

All students 6-12 participating in extra and co-curricular activities must fill out and sign the Activities Participation Agreement form.

Besides meeting academic and physical eligibility, students who participate in extracurricular activities are assessed a fee. Participation fees are assessed annually in all extracurricular activities at Simms School. Participation fees shall be payable following team or activity member selection. Fees are payable to Sun River Valley School District and can be paid at the Simms Office. A receipt will be issued upon payment. There will be no refunds made after team or activity member selections are determined and fees have been collected.

Students who participate in extracurricular activities must pay their Activity/Participation Fee PRIOR to first competition. Students who have not purchased an activity card will not be permitted to ride the activity bus for extracurricular events.

Extracurricular activities that require a Participation Fee at Simms include:

Basketball	Wrestling	Football	Track	Pep Band
Tennis	Speech & Drama	Volleyball	BPA	FFA

Tiger Activity Card Fee..... \$25.00 (Excludes all MHSA & 10C Post Season games)

- Students will be asked to purchase an Activity Card unless a family pass has been purchased
- Activity Card allows access to:
 - Gate entrance at home activity – all levels
 - SRVS Activity bus transportation (after school activity, to and from activities)

Tiger Passes

- A Family Pass (\$90.00) includes parents and all children in immediate family
- An Adult Single pass is..... \$50.00
- Daily admission:

		Winter HS BB
➤ Adults	\$5.00	\$8.00
➤ Students Grades 6-12.....	\$4.00	\$6.00
➤ Children Grades K-5	\$3.00	\$3.00
➤ Children under 5	Free	Free
➤ Senior Citizens 65+	Free	Free

Participation Fee Grades 6-12

- 1st Extracurricular Activity..... \$30.00

- 2nd Extracurricular Activities.....\$30.00
- 3rd or More Extracurricular Activities\$15.00
- Participation Fee (Family Max.)..... \$125.00
- **Participation Fee Reductions:** Students who qualify under federal guidelines for free or reduced school lunch for the current year shall be granted a fifty percent (50%) reduction of the participation fees at Simms School.

Yearbook.....\$30.00 Middle School & High School

Traffic Education\$200.00 (In District Students)

Band

Simms students who elect to participate in the MHSA District Music Festival solo or ensemble competition shall pay the entry fee of \$2.00-\$12.00. **Participation Fee is charged for PEP Band, Chorus, or Orchestra (Music Director Discretion).**

Class Fees

There is no cost or charge to any student for textbooks or other course materials needed to complete any regular credit class. Students are responsible for general supplies such as paper, pencils, pens, notebooks, etc. Occasionally, students may be asked to bring minor items. However, those items will be furnished, or an alternative provided, if students are unable to furnish them. Some elective classes have specific supplies and/or requirements that students are expected to furnish, such as wood for projects, materials for textile projects, a lab fee for Science, and/or supplies for special projects. In all classes, supplies can be provided for if students are unable to obtain them. If this is the case, a personal conference with the teacher, counselor, or administrator is all that is necessary.

Students are responsible for all books, equipment, athletic gear, school supplies, and library materials checked out to them for their use during the school year. Fines will be assessed for failure to return materials and/or damages to materials. All fines must be paid before a student will receive his/her diploma or report card at the end of the year.

FERPA - Notification of Rights for Elementary and Secondary Schools - These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the Simms School receives a request for access.

Parents or eligible students should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the Simms School to amend a record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Listed below are disclosures that elementary and secondary schools may make without consent:

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in 34 C.F.R. 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency in the parent or eligible student's State (SEA). Disclosures under this provision may be made, subject to the

requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To caseworkers or other Child Protective Services representatives when DPHHS/CPS is legally responsible for the care and protection of the student. 20 U.S.C. § 1232g(b)(1)(L).
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))

Disclosure for Directory Information

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal law, requires that Sun River Valley School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Sun River Valley School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Sun River Valley School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production
- The annual yearbook
- Honor roll or other recognition lists
- Student directories
- Graduation programs
- Sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965 (ESEA)* to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Sun River Valley School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by the first week after school starts each year. In River Valley School District has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date of birth
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Honors and awards received

FIELD TRIPS

Principal-approved field trips are used to provide learning experiences in an environment beyond the classroom. Students are responsible for coursework missed while they are on the trip. The Principal may deny student participation if absences put him/her at risk. Academic Related School Function Field Trips will be offered and allowed to students as per the Teacher/Adviser/Activity Instructor supervision. Field Trips must be approved two weeks in advance to the desk of the principal and trip request submitted two weeks in advance. No Field trips will be allowed the first and last two week of instruction. Field Trips will not be approved during Semester Test week.

FOOD SERVICE

Simms School offers a breakfast and lunch program. We offer an electronic ticket system that uses the student ID number as the ticket number. Students may deposit any amount of money from \$1.00 to \$100 to their account and use their ID to "buy" their breakfasts and lunches from this account. All Food Service finances must be handled through the main office. Payment may be made in cash, by check or on-line at the SRVS.k12.mt.us website. The first day of school is the first opportunity to make such a payment.

- Breakfast: \$2.00
- Lunch: \$3.00
- Extra Milk: \$0.50

The district does not allow charges in excess of \$5.00 per account. Any balances left unpaid over 30 days are subject to forfeiting their account to collections. Students may apply for free or reduced (\$.40) lunch and (\$.30) breakfast tickets online through the school's website at www.srvs.k12.mt.us. Lunch price reductions are offered to those students whose family income meets the Family Size and Minimum Income Scale adopted by the Board of Trustees according to the Federal Free Lunch Program.

GRADING GUIDELINES

Grading guidelines for each grade level or course will be communicated and distributed to students and their parents by the classroom teacher. These guidelines have been reviewed by each applicable curriculum department and have been approved by the campus principal. These guidelines establish the minimum number of assignments, projects, and examinations required for each grading period. In addition, these guidelines establish how the student's mastery of concepts and achievement will be communicated (i.e., letter grades, numerical averages, checklist of required skills,

etc.). Grading guidelines also outline in what circumstances a student will be allowed to redo an assignment or retake an examination for which the student originally made a failing grade.

Also see Report Cards/Progress Reports and Conferences on page 30 for additional information on Grading Guidelines. See Graduation Requirements, Course Credit on page 22 and Standardized Testing/Examinations (University Entrance & other) on page 22 for additional information regarding End of Class assessments please read Campus grading policy below.

CAMPUS GRADING POLICY

- At least forty percent (40%) of a semester's grade shall be based on summative activities such as major projects and tests.
- Not more than sixty percent (60%) of a semester's grade shall be based on formative activities such as homework, classwork, daily quizzes, and class participation.
- During each semester grading period, at least twelve (12) formative activity (homework, classwork, daily quizzes, and class participation) grades shall be recorded.
- During each semester grading period, at least nine (9) summative activity (major projects and tests) grades shall be recorded.
- A minimum of two (2) grades per week shall be recorded by the close of business each Thursday.
- A minimum of seven (7) grades per period shall be recorded by the classroom teacher before or after the first 30 days of quarter.
- In Art, Career and Technical Education, Health and Physical Education, and Music classes, a minimum of one (1) grade shall be recorded during each week grading period.
- Projects may not have a due date of the last week of a semester.
- After the second grade of "0" is assigned to a student, the parents must be contacted. Parents are to be contacted each subsequent time that a "0" is to be assigned.
- Semester Exams will not be weighted less than ten percent (10%) of the semester grade.
- Extra-Curricular Eligibility will follow the posting schedule. Staff overturning 6-12 grades listed within the grade report will be asked to contact the student's parent, contact the AD and Principal to remove the notification in the mail distribution before 12:00 PM Tuesday(s).
- 4 Day Classes: During each semester grading period, at least twelve (12) formative activity (homework, classwork, daily quizzes, and class participation) grades shall be recorded.
- 2 Day Classes: During each semester grading period, at least nine (9) summative activity (major projects and tests) grades shall be recorded

Semester Test Policy

Students who have a 90% or higher cumulative grade in their class for quarter (combined) classes may have the option of taking the final exam. If the student's cumulative grade to date for the course is 90% or higher, the student may request to take the final exam within the class before the close of semester during the testing window offered.

Grading Scales will be as follows

93-100 = A
90-92 = A-
87-89 = B+
83-86 = B
80-82 = B-
77-79 = C+

STANDARDIZED TESTS

The following are the list of required tests given at Simms School throughout the year.

- ASVAB – Juniors (Varies)
- PSAT – Juniors (Fall)
- ACT – Juniors (Spring)
- NAEP – Grade 8 (Varies)
- MAPS – Grades 6-10 (Fall, Winter, Spring)
- SBAC – Grades 6-8 (Spring)
- CRT – Grades 6, 8, 10 Science (Spring)
- CRT ALT – Grades 6, 8, 10 Science (Spring)

73-76 = C
 70-72 = C-
 67-69 = D+
 63-66 = D (64% Eligibility Reports)
 60-62 = D-
 60 and lower = F

Simms School Scholastic Requirements Middle School (6-7-8)

- Communication Arts 1 Unit each year
- Social Studies 1 Unit each year
- Mathematics 1 Unit each year
- Science 1 Unit each year
- P.E./Health ½ Unit each year
- Visual Arts ½ Unit each year
- Music ½ Unit each year
- Vocational/Practical Arts ½ Unit each year

Simms School Scholastic Requirements High School (9-10-11-12)

STUDENT PLAN ON A PAGE:

FRESHMEN

English 9
 Health/PE
 Algebra I
 Earth Science or AG F/NR
 Focus on Tech
 2 Electives

SOPHOMORE

English 10
 Health/PE
 Geometry
 Biology
 World History
 2 Electives

JUNIOR

English 11
 Algebra II
 U.S. History
 Chemistry & Physics (or)
 Anatomy
 3 Electives

SENIOR

English 12
 Principals of Democracy
 Chemistry & Physics (or)
 Physiology
 Senior Project
 4 Electives

GRADUATION REQUIREMENTS

English	4 credits
History	3 credits
Math	3 credits
Science	3 credits
Health Enhancement	1 credit
Career & Tech Ed.	1 credit
Fine Arts	1 credit
Electives	8 credits
Graduation	24 credits

HIGH SCHOOL GRADUATION

The Board shall award a regular high school diploma to every student enrolled in the District who meets the requirements of graduation established by the District. The official transcript will indicate the specific courses taken and level of achievement.

General Electives (Other College Preparatory, Any Vocational and Fine Art, French, Spanish (MTDA &/or Dual) Calculus/Trigonometry, AP Calculus, Women's Health, Sport Training, , Psychology/Sociology, Zoology, Histories Mystery, Study Hall, Dual Enrollment (if student meets the criteria established by school board).

Graduation Requirement: 24 Credits Total (See Curriculum Guide for graduation requirements per class)

ACADEMIC DEFINITIONS:

CREDIT: In grades 9-12, a unit of credit (one credit) is awarded for the successful completion of the work in any course for specific time allotment designated for that course.

A REQUIRED SUBJECT: One which must be completed before graduation.

AN ELECTIVE SUBJECT: One which is offered but not required for graduation.

AN ACADEMIC SUBJECT: One in the area of English, mathematics, social studies, science, or foreign language. All required courses except physical education, are academic, as are some elective courses.

A SOLID SUBJECT: One which, exclusive of activities, meets for a full period per school day for which credit may be earned.

CO-CURRICULAR ACTIVITY: Any student activity scheduled during the school day for which credit may be earned.

EXTRA-CURRICULAR ACTIVITY: Any student activity offered outside the regular curriculum but sponsored and supervised by the high school. No credit is granted for extra-curricular activities.

PUPIL LOAD: The normal pupil load is 8 credits per year. Deviations from this shall have the written approval of the Principal and the custodial parent.

OUT OF DISTRICT CREDIT: Credit will be accepted from schools which hold accreditation from the respective State Department of Public Education and which was earned during the regular school term.

Correspondence, Summer School, Adult Education and other out-of-district credits must have prior written approval of the Superintendent or Principal designee and be limited to a total of (3) credits, if used to meet minimum graduation requirements, none of which may exceed one (1) credit in any Academic area (re; English-I credit).

Credits are earned by completion of a class with a 60% or higher grade. All core and elective classes are worth 0.5 credit for each successful completion of a semester class. If you complete a year-long class successfully this will be $0.5 + 0.5 = 1$ high school credit. None of the classes offered by the high school offer college credit. If you want college credit you must sign up for dual enrollment.

Dual Enrollment

Dual enrollment classes that are offered to Juniors and Seniors earn both high school and college credit. If you want a college transcript or have questions about the college transcript you will need to contact the college who taught the class, the high school has no control of the college transcripts.

Correspondence Courses

The District will permit a student to enroll in an approved correspondence course from a school approved by the National University Extension Association, in order that such student may include a greater variety of learning experiences within the student's educational program.

Credit for correspondence courses may be granted, provided the following requirements are met:

1. Prior permission has been granted by the principal;
2. The program fits the education plan submitted by the regularly enrolled student;
3. Credit is granted for the following approved schools:

- a. Schools approved by the National University Extension Association or through one of the schools approved by the National Home Study Council;
- b. Community colleges, vocational-technical institutes, four-year colleges and universities and state-approved private schools in the state of Montana; and
- c. Other schools or institutions which are approved by the District after evaluation for a particular course offering.

The District shall not be obligated to pay for a student's correspondence courses.

Cross Reference: 2410 and 2410P High School Graduation Requirements

Legal Reference: § 20-7-116, MCA Supervised correspondence study
ARM 10.55.906 High School Credit 6-1-2019

MTDA – DUAL ENROLLMENT Policy

Enrollment Guidelines High School 9 – 10 – 11 – 12

*Students must meet all listed criteria two weeks prior to the start of MTDA-DUAL semester offering.

*Students must carry a cumulative 3.4 or higher GPA in order to begin the enrollment process.

-Two classes max policy: upon meeting requirement, students may register for two off-campus distance-learning courses (1 course that is directly related to post-secondary plans, 1 course substituting in house elective).

A-Parents must approve of all student requests before any registration takes place.

(Students can only substitute one in house elective one time in their high school career).

B-Previous semester student received credit in all MTDA-DUAL classes with a 75% or higher.

C-Previous semester student received credit in all Simms classes with a 75% or higher.

J-Incoming freshman are not eligible to take MTDA classes until second semester.

Enrollment Guidelines Middle School 6 – 7 – 8

*Students must meet all listed criteria two weeks prior to the start of MTDA-DUAL semester offering.

*Students must carry a cumulative 3.1 or higher GPA in order to begin the enrollment process.

-One class max policy: upon meeting requirement, students may register for one off campus distance learning course (1 course that is directly related to retrieving credit for substitution of high school level course).

(Students are not allowed to substitute in house offered electives)

A-Parents must approve of all student requests before any registration takes place.

B-Only eight grade students are eligible to enroll.

C-Previous semester student received credit in all Simms classes with a 75% or higher.

D-Incoming eighth are not eligible to take MTDA-DUAL classes until second semester.

Active MTDA-DUAL Enrollment Students 6-12

*Follow all eligibility guidelines through MHSA standards & SRVS District policies.

*Selection of classes are at the discretion of the Counselor & Principal as it pertains to elective offerings per grade level within graduation plan and total credits counted toward graduation.

*Required to meet with Principal/Counselor each week if student's grade is below 75%.

*Students allowed & accepted into MTDA-DUAL per semester are scheduled one class period within their class schedule.

*Simms MS/HS class schedule allows students as areas to select as place of study.

Behavior & Conduct

At any point a student is suspended, ISS or OSS, during the semester he/she enrolled with MTDA-DUAL, the following semester he/she will not be eligible for distance MTDA-DUAL enrollment.

Students are given a 3-week window in which to drop an MTDA course, with no grade penalty. Upon nearing the end of the 3-weeks, if a student does not have at least a 69% grade in the course, the student and teacher of record will have a conference and determine the student's progress to date and ability for success. If it is determined that the student will not be successful in the course if they stay enrolled, the student will be asked to drop the course; the student will then be placed in an in-house elective that period.

Dual enrollment classes run on the college calendar so they may not start or stop a semester at the same time the high school does. They have strict deadlines for signing up or dropping a class. The college will send you information about payment and you need to pay the college. Simms does not handle the money for dual enrollment. Contact the guidance counselor at the high school for more information.

If you are planning on attending, an out-of-state college you will need to check with the other college to see if the classes taken in Montana for Dual Enrollment will transfer. Every school is different; the high school counselor can help with that also.

Important Facts about Dual Enrollment:

1. Students are responsible for all fees related to the class.
2. Students class runs on the college calendar.
3. Grade is reported on High School and College Transcript.
4. Enrollment must be completed the semester before class starts- colleges set these dates and they are not flexible.
5. Students get 2 class periods to work on the class at school; the others are done on their time.
6. On the High School transcript you get .5 of a credit because the classes are a semester long. On the college transcript you get the number of credits that the class is worth.

AP Classes

Important facts about AP Classes:

1. Student is responsible for all costs of the tests.
2. Scores are reported to colleges student selects.
3. Simms High School can't submit scores to colleges.
4. You need to let staff know you're interested in the beginning of the year to get proper paperwork submitted.
5. Signing up for AP classes requires you as a student to take the AP certification exam post coursework.

Grade Averaging

All courses attempted will be recorded on the transcript, with documentation of the student's performance. The overall grade-point average will be calculated using all grades recorded for all courses attempted, and that grade-point average will be used for purposes of student ranking. If a class is being repeated, the second grade alone will be used to calculate the overall GPA. Preference for enrollment in all courses will be given in the following order, based on space available: students taking the course for the first time; students repeating the course after previously failing to receive credit for the course; and students repeating the course after previously receiving credit for the course, with students who have lower grades having preference. Exceptions may be made to the preference order upon recommendation of a student's counselor and approval by the High School administration. The transcript may note a course that has been repeated in some manner, i.e., an asterisk, and include a statement explaining the grade-point-average calculation method.

Credit Recovery MS/HS Policy

Students who fail one or more required courses must regain those lost credits in one of the following ways:

- Repeating the course in the next school year during the offered semester.
- Students not eligible for school extracurricular activities will have mandatory parent meeting to schedule academic future.

Students who have attempted and failed a semester in a certain course(s) may be approved to earn credit through Simms High School Credit Recovery program.

The student's transcript, "CR" will be listed by the course name to indicate the course was completed through Credit Recovery timeline. Students passing credit recovery courses will have the grade placed in the transcript.

Online recovery options are only available during summer session.

Students who choose to repeat the course will be issued the grade earned in the repeated course. The original course will remain on the transcript but will be issued "NC" for non-credit and removed from the student's cumulative GPA.

Honor Roll

High school students must have a minimum grade point average of 3.00 to be placed on the regular honor roll. Specific information regarding honors at graduation and honor roll requirements are included in the building handbook. 6th - 8th grade students must have a minimum grade point average of 3.00 to be placed on the regular honor roll.

Early Graduation in accordance with provisions of § 20-9-313, MCA, the Board hereby authorizes the Principal to grant permission to students who have completed the minimum requirements for graduation after completion of the seventh (7th) semester. Any student seeking to graduate early must submit an application to the Principal at least two (2) semesters prior to the proposed graduation date. Applications must be in writing and co-signed by parents or legal guardians if the student is a minor. If students do not meet the early graduation requirement, they must enroll as full time students in their eighth semester (minimum of five courses).

Participation in Commencement Exercises

Participation in the commencement exercises is an earned privilege. As such, participation in this ceremony is reserved for those members of the graduating class who have completed all of the state and local requirements for graduation and are in good standing before the date of the ceremony. Students who complete their requirements after the date of commencement exercises will receive their diploma at the time of completion. Students who violate the District's discipline policy may be prohibited from participating in commencement exercises.

Organization and Content of Commencement Exercises

The school administration may invite graduating students to participate in high school graduation exercises according to academic class standing or class officer status. Any student may choose to decline the invitation. Students will participate in the graduation exercises of the high school they are enrolled in during the last Semester preceding graduation.

Waiver of Requirement

The Principal will establish an academic variance committee to review all petitions for waiver. The Principal may recommend and the Superintendent approves modification to graduation requirements under special circumstances.

High School Colors for Graduation Ceremony

The only accepted colors for graduation are the school colors. Combinations of Black, White and Cardinal Red are acceptable.

HALLWAY TIMES / HALL PASS

In order to promote a proper learning environment, students are expected to be in class. The first thirty-five minutes of each class is used strictly for instruction. When it is absolutely necessary for students to be out of class, students must have permission from their teacher. Three minutes is allotted for passing time between classes.

HARASSMENT/HAZING (See Bullying)

HOMELESS STUDENTS

If a family or youth is experiencing an unsettled housing environment they may be entitled to services under Title X of Elementary/Secondary Education Act (ESEA). For more information on concerning the McKinney-Vento Homeless Education Assistance Act (Title X) and the school district's Homeless Policy (3125), see the following webpage link:
<http://opi.mt.gov/pdf/Homeless/17HomelessBrochure.pdf>

Homeless children and youths may include:

- Individuals who lack a fixed, regular, and adequate nighttime residence;
- Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;
- Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless as described above.

HOMEWORK

Rationale

The purpose of homework is to strengthen academic skills, reinforce concepts taught by teachers, develop student responsibility and accountability, and promote parent awareness. Positive results of homework include better retention of factual knowledge, increased understanding of material, improve critical thinking, concept formation and information processing skills, as well as enrichment of the core curriculum. Our goal is to create assignments that promote one or more of these outcomes and develop mastery for development forward. We recognize that homework is not the only circumstance under which after-school learning takes place. Many leisure-time activities teach important academic and life skills. We believe in the importance of balancing leisure, learning and family time.

Amount of Homework

The amount of homework assigned shall be related to the maturity and ability level of the students in a given class. The following chart suggests these homework schedules as guides for students. These schedules can be used as guidelines for parents and teachers in monitoring student time devoted to homework.

Grades 6-7-8	20 – 40 minutes up to 4 days per week
Grades 9-10-11-12	40 – 60 minutes up to 4 days per week

Be advised that students on occasion may spend more than one hour and/or more than four days a week completing

schoolwork, as time at home may be spent doing assigned homework, long-term projects, and completing unfinished classroom assignments. Students have varying abilities to use class time efficiently, and the amount of time spent on homework varies from one child to another.

Student's Responsibility

It is the responsibility of the student to record and understand the homework assignment, complete it, and return it to school on the required day.

Parent's Responsibility

It is the responsibility of the parent to set a specific time and place for doing homework and to monitor the student's homework. Parents who have concerns about homework should contact their child's teacher. Parents should provide guidance to students, not answers.

Teacher's Responsibility

It is the responsibility of the teacher to allow adequate time for students to complete assignments necessary to the level of mastery expected for the current grade level & competencies related to the curriculum. Accommodations for students can be developed with teacher to parent communication. (*If homework is a considerable weight to the student's grade weight/point system, it is the teacher's responsibility to notify the parent of missing assignments after the second "0" given to the student).

Homework Requests

Request for homework should be called/emailed into the school teachers (406-264-5111) before 9:00 a.m.

IMUNIZATIONS (Refer to SBP 3413)

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student will not be immunized. The immunizations required are: diphtheria, pertussis, rubella (measles), rubella, mumps, poliomyelitis, varicella and tetanus. Haemophilus influenza type B is required for students under age five (5).

A student who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of the immunization. Within thirty (30) days after a transferring student ceases attendance at the school of origin, the District must receive the original immunization records for the student who transfers into the District.

If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the student (or by the parent, if the student is a minor) stating that immunization conflicts with the beliefs and practices of a recognized church or religious denomination of which the student is an adherent or member. This statement must be renewed yearly.

If a student should not be immunized for medical reasons, the student or parent must present a Certificate signed by a Montana licensed physician stating that, in the doctor's opinion, the immunization required would be harmful to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition.

INJURIES/ACCIDENTS/MANAGEMENT OF SPORTS RELATED CONCUSSIONS (Refer to SBP 3431, 3415)

All accidents requiring medical attention will be reported immediately by the person in charge to the administration and to the parents or guardian. A record of all accidents shall be made by the appropriate school official and kept in the Main Office. In the event that the parent cannot be reached, and if it is the judgment of the person in charge that immediate medical attention is required, the injured or ill student may be taken directly to a medical facility.

INTERNET USE POLICY (Refer to SBP 3612)

Users of Simms Internet technology are expected to adhere to the Internet Acceptable Use Policy. Violation of this policy may result in loss of privilege of computer access at school as well as other disciplinary consequences.

The following is a brief summary of the full policy:

The Internet is used to support the curriculum and class assignments. Students, staff and users will NOT access material that is inappropriate to a school setting. This includes but is not limited to material that is pornographic, illegal, inflammatory, or otherwise not acceptable at school. Students, staff and users are NOT to use Simms Internet stations for playing or downloading games. Students must check with an instructor before downloading any software. Students are not to use the Internet for e-mail or messages. News groups, ListSrvs and Chat areas are not permitted. Students will NOT plagiarize or copy material.

Intimidation (See Bullying)

INSURANCE

A student accident group insurance plan is available to all students each year. The enrollment form issued each year to every student. Additional forms are available in the Main Office.

LIBRARY

Library-Media Center is the "Information Center" of Simms School and has a pleasant atmosphere that is conducive to learning, because all students are required to sit beside and whisper to persons they are working with, or "chat" with students in the library online. It is open from 7:30 a.m. to 4:30 p.m., Monday through Thursday. Reference materials, books for pleasure reading, magazines, newspapers, computers and the Internet are available for use and/or checkout. Books may be checked out for a period of four weeks. Please remember that fines of \$.25 per school day are assessed to overdue materials. Fines increase to \$1.00 per school day after all materials are due for the end of the school year. Fines cap out at \$10.00 per item, and may be accrued in addition to the replacement cost of the item.

LOCKERS (New MS/HS Locker Main Building Purchased 2020 December)

Students are assigned their own lockers. Lockers should be kept locked at all times. Combinations are given only to the person assigned in that locker. It is the students' responsibility not to reveal their lock combinations to other students. Students are to use only the locker assigned to them. A privilege, lockers are provided free of charge for students' convenience but remain the property of the school. Students are responsible for taking care of their lockers. Loss of locker privileges and/or fines will be assessed for physical damage, defacing of lockers, and sharing lockers or combinations. Students jamming or "fixing" lockers to automatically open are subject to damage fines. Each locker is equipped with a combination lock. Students are not to place their own locks on them. Lockers are school property and not private property of the student. Lockers may be inspected from time to time. School officials may hold an inspection of a student's coat, book bag, purse or other belongings for illegal material. If there is reason to believe that a student is in possession of any item that violates school rules, a search may be required of the student. Because of occasional thefts, we advise students not to leave valuable items in their lockers. The school will not be responsible for replacement of lost, damaged, or stolen items.

PE Lockers are assigned individually by the PE department with individual combination locks. It is expected that students treat these lockers in the same manner as their regular lockers to provide security for their personal belongings. Just as with all lockers, the administration reserves the right to inspect these lockers periodically to ensure the safety of other students. Students must lock their PE lockers to prevent theft. The school will not be responsible for replacement of lost, damaged, or stolen items.

LOST AND FOUND

Lost and found articles will be kept in the Main Office and on the shelves near the library.

MEDIA CENTER

See Library

MONTANA HIGH SCHOOL ASSOCIATION (MHSA)

Simms is a member of the "C" conference of the Montana High School Association, the governing body for interscholastic activities in the state. At Simms School we offer interscholastic activities to both boys and girls. By District policy, in order to be eligible for participation in interscholastic activities, a student must comply with all eligibility rules. Simms School participates in the following interscholastic activities: Band, Track, Softball, Basketball, Drama, Debate, Wrestling, Speech, Choir, Volleyball, Football and Tennis.

OPEN CAMPUS (Juniors and Seniors Only)

If students leave the campus during their lunch period, they are advised of the following:

1. Students must comply with all school regulations, the Student Code, and District Policies, which remain in effect during the lunch break.
2. Students who drive must have a valid driver's license and proof of insurance.
3. All speed limits and driving regulations, both on and off campus, will be strictly observed.
4. Students shall return on time to school. Since it is the student's choice to leave campus for lunch, excuses for tardies such as vehicular breakdown will not be accepted.

Failure to comply with the above requirements will result in disciplinary action.

PART-TIME ATTENDANCE (Refer to SBP 3150)

According to District Policy, Simms School does not permit part-time attendance. Nonetheless, students requesting part-time enrollment will be reviewed on a case-by-case basis. A committee consisting of a principal, counselor, parent and teacher shall review the application and make a recommendation. The final decision lies with the Principal, subject to review by the Superintendent upon request.

PASSIVE ALCOHOL SENSORS (PAS) (Refer to SBP 3330)

School authorities may use a Passive Alcohol Sensor device when a reasonable suspicion exists that a student is in possession of or has been using alcohol. Suspicion may be based upon such factors as alcohol on the breath, impairment of speech and/or motor control, admission by the student, or reports from reliable sources.

PERSONAL PROPERTY

Lost, stolen or damaged personal property is not the responsibility of the school. Individual, secured lockers are assigned to each student to use for personal items, books, coats, book bags, etc.

PROCEDURE FOR REDRESS OF RIGHTS

See *Uniform Grievance Procedure* in the District Handbook.

PUBLIC DISPLAY OF AFFECTION

Public display of affection (kissing, hugging, etc.) is not tolerated at school or at school activities. Progressive discipline will be enforced.

SCHOOL RESOURCE OFFICER (LAW ENFORCEMENT) (Refer to SBP 3231, 3231P)

Our School Resource Officer (SRO) is available to Simms as a community resource and is considered an agent of the school in dealings with students.

Searches

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, District officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Students' Desks and Lockers

Students' desks and lockers are school property and remain under the control and jurisdiction of the School even when assigned to an individual student. Students are fully responsible for the security and contents of the assigned desks and lockers. Students must be certain that the locker is locked, and that the combination is not available to others.

Searches of desks or lockers may be conducted at any time there is reasonable cause to believe that they contain articles or materials prohibited by District policy, whether or not a student is present. Searches may also be conducted at random, in accordance with law and District policy. See policy 3431. The parent will be notified if any prohibited items are found in the student's desk or locker.

Vehicles on Campus

Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle any time there is reasonable cause to do so, with or without the presence of the student. A student has full responsibility for the security of his or her vehicle and must make certain that it is locked and that the keys are not given to others.

Drug Detection Dogs

The Superintendent may request the assistance of law enforcement personnel or private individuals to conduct inspections and searches through the use of specially trained dogs.

SECURITY

Security and safety of our students and staff is the number one priority at Simms School. Simms makes use of a School Resource Officer (SRO). In addition to the SRO, surveillance cameras monitor parking lots and hallways as determined by the Principal. All Simms School staff members receive training on an annual basis to address school safety issues, and a school crisis team is in place. These same issues also are addressed with our students to ensure their understanding of this priority.

Cameras: Simms School uses a video surveillance camera system. Not all areas are covered all the time with this system.

Lockers: Students are assigned their own lockers in the Main Building. In addition, they are issued locks for their lockers during PE. For security reasons, as well as vandalism and theft, students are not allowed to share their lockers or locker combinations with friends. To maximize security for their materials, students must keep their lockers properly locked.

Visitors: No student visitors are allowed. Adult visitors and parents must report to the Main Office upon arrival and departure.

General: Simms staff members monitor the parking lots, bus zones, hallways and the Commons from 8:00 a.m. to 4:00 p.m. An advisor or coach supervises extracurricular activities. No students are to be left unsupervised at Simms School at any time. Incidents of unsupervised students are to be reported to the Principal at 264-5111.

SEXUAL HARASSMENT (Refer to SBP 3225)

Simply stated, sexual harassment is any unwanted attention of a sexual nature. This can be verbal, non-verbal, and/or physical. It is the expressed intent of Simms School administration and staff to protect any student, teacher, or staff member from being subject to any form of sexual harassment. Sexual harassment in any form is against our standards of behavior, against SRVS Public School Board Policy, and AGAINST THE LAW.

How To Report Sexual Harassment:

If you are unsure whether behavior is harassment, please ask us. Complaints can be reported to ANY building administrator. Students are advised not to ignore the problem in the hope it will go away.

See also Intimidation and Harassment/Hazing and the District Handbook

STUDENT BEHAVIOR

Expectations for Simms student behavior include respect for all individuals who attend or work at this school. Good judgment, common sense, and consideration of others are essential. Basic expectations include, but are not limited to:

- Normal speaking volume (not yelling or loud, disruptive).
- Respect for each person's "space" (Avoid physical contact, such as hitting, kicking, pushing, etc.).
- Appropriate language (inappropriate language and profanity are not accepted).
- Responsibility for maintaining a clean campus by putting all litter in trash barrels located throughout the school and campus.
- Respect for others (harassment, sexual language, name-calling, or rumor-spreading are not accepted).
- Hats and caps are not worn at any time in the school between 7:30 a.m. and 4:00 p.m. on school days.
- Appropriate dress (see Student Dress).
- Respect for all property.

STUDENT DRESS

SIMMS SCHOOL CLOTHING GUIDELINES

Here is a summary of the clothing guidelines here at Simms. Following these simple guidelines will keep you IN school instead of being sent home. School is a student's workplace, and appropriate clothing is a reasonable expectation.

Girls

Use common sense in your dress. Wear the proper foundation garments and do not wear clothing that is inappropriate or too revealing.

Shirts and tops must have sleeves and they must cover the entire shoulder (no fall off the shoulder tops or sweaters). Tops must cover the chest area with no cleavage exposed and no excessive exposure of the back.

Mesh and lace tops must have a compliant garment underneath. Tank tops and spaghetti straps are not permitted unless completely covered by an appropriate top. Skirts and dresses must be in good taste and appropriately modest.

The length of skirts, dresses and shorts must be at or below the knee and not overly revealing nor disruptive to the school environment. Skirts are not so short or tight that one cannot sit in a modest fashion.

Students wearing: Form fitting pants ~ the items must fit properly, be in good taste and not be disruptive to school purposes. When wearing leggings and tight fitting workout pants, an appropriate top must be worn that fully covers hips to mid-thigh. Student's cover shirt must be fingertip length, no exception.

Boys

Common sense is also the key to boy's dress. Shirts and tops must have sleeves. Sleeveless shirts, tank tops, shirts that are cut like "A" style under shirts or beach wear are not acceptable. If you wear a mesh type shirt, you need a compliant shirt underneath and please keep your shirts buttoned. Boys should not be without a shirt in the building or on school grounds without the permission of a coach or other school personnel.

Other Points:

1. Shorts for boys and girls being worn during school hours, except in P.E. classes, must be knee length and be worn above the hips. Any other exceptions will be made by administration.
2. No tops are allowed to be worn that expose the abdominal area. The bottom of the tops should cover the waist band of pants and skirts. Underarm to waist will be covered up.
3. No article of clothing will be allowed that has profanity (including communication with double meanings), racial slurs, religious references, sexual connotations (e.g. Big Johnson, Co-Ed Naked, Hooter's, Nookie Patrol, Confederate flag etc...), or apparel that promotes or advertises alcohol, drugs or tobacco products. In addition, any apparel that promotes or portrays graphic violence, extremes in anti-social behavior, or may be a detriment to promoting the orderly function of the school is not allowed. 9-4-18 (Student Complaint)
4. Do not wear caps, hats, bandannas, gang affiliated head bands, hoods or sunglasses inside the building during the instructional school day (7:30 a.m. and 4:30 p.m.)
5. Pants, tops, jeans, or trousers with holes, rips, and frays are not permitted to be worn if skin or underwear is visible.
6. No bare feet are allowed. Students must wear protective footwear that covers the soles of the feet.
7. Coats are not to be worn during the school day. They should be left in lockers. Sweat shirts or unlined wind breakers are permitted.
8. Pants cannot sag below the hips or to the point where under garments are visible or not visible if covered with a shirt.
9. No spikes or chains (including wallet chains) can be worn as part of one's attire or as bracelets/necklaces, etc... on one's person.
10. Casual/Sleep wear (e.g. pajamas, house slippers, etc...) is not considered normal everyday school clothing and should not be worn to school.

STUDENTS PLEASE DO NOT WEAR THESE ITEMS TO SCHOOL:

1. Excessively BAGGY or TIGHT shirts or tops. Tops should have shoulder straps at least 3 inches wide and should not be low-cut.
 2. Strapless or backless shirts or sundresses. Shoulders and back need to be completely covered.
 3. Bare midriff tops. If you wear low cut jeans, please choose a top that COMPLETELY covers the stomach/midriff area, even when sitting and bending.
 4. Short shorts/skirts. Shorts and skirts must be knee length and be worn above the hips.
 5. Muscle shirts or mesh shirts with low cut armholes.
 6. Pants which are excessively baggy. The crotch of the pants can't be worn down to the knees. Undergarments or shorts shall not be visible. "Bondage" pants with hooks, chains, zippers, or straps are not allowed.
- Pants, tops, jeans, or trousers with holes, rips, and frays are not permitted to be worn if skin or underwear is visible.

7. T-shirts advertising TOBACCO products, ALCOHOL products or establishments, GUN references, DRUG references, explicit language, or sexually suggestive printing. Logos such as HOOTERS are NOT appropriate for school.
8. Hats, caps or other headwear. Caps are OFF from door (arrival into the building) to door (leaving the building).
9. Spiked accessories such as bracelets or neckwear.
10. Safety pins attached to clothing, unless provided as an emergency by someone in the Office.
11. Clothing that may be interpreted by the Administration as "gang" apparel. This will be determined on an individual basis, following district guidelines pertaining to gangs.
12. Clothing judged to be disruptive to the educational process or a safety issue will be dealt with in the Office. This may include too-short, too-tight, too-bare attire.
13. Pajamas, slippers, or other loungewear are not appropriate for school.

PLEASE DO WEAR SHOES at all times while in school.

Violations of these guidelines for student dress and grooming may result in a student being subject to disciplinary action.

STUDENT SCHEDULE AND SCHEDULE CHANGE

Simms School makes every attempt to place students in courses that match their individual career and academic plan. Students are advised to make responsible selections of courses based upon input from parents, teachers and counselors prior to registration for the next school year and are expected to remain in those courses.

Drop/Add Form:

The student may also receive a Drop/Add form from the school counselor.

Occasionally there is a valid reason for dropping a course, such as:

Student is misplaced, that is, she/he does not have the background necessary for success in the course, or the instructor feels the aptitude is lacking.

Student needs additional accommodations beyond regular academic supports.

Student is over-extended.

Adding or Dropping a Course is permitted during the first 5 school days in the semester.

Counselor Responsibility:

Discuss graduation requirements

Verify course prerequisites are met

Determine if space is available in new class choice

Requirements:

Student still has 7 classes per semester (9th & 10th grade), 7 classes (11th grade), 7 classes (12th grade).

Juniors making adequate progress toward graduation may reduce their schedule to 6 classes and seniors may take 6 classes if they have completed the required credit courses from previous year/semester.

Schedule changes that result in fewer classes must be approved by a counselor and/or principal.

No other additional changes to the schedule occurs.

Dual Enrollment opportunities must be decided one month prior to semester ending and a request submitted to the principal and or counselor.

Student Responsibility:

- Consult with grade level counselor about the feasibility of the proposed change.
- Pick up an Add/Drop form from the counselor, obtain signatures from the dropping teacher and the accepting teacher, and return form for final counselor approval.

**** Classes will only be dropped for the reasons stated above.**

**** Any schedule changes that do not fall within the SRVS Schedule Change Policy will result in a drop/fail and will be recorded as an F on the student's transcript.**

Academic Core Class Adjustments - Level Changes (from one level of course to another)

Teacher Responsibility:

Communicate with student and parent about level change.

Consult with "accepting teacher" to see if there is space available.

Original teacher communicates level change with counselor.

Building Procedure:

Anytime within the 1st progress period of one week.

Academic reason for the change related to skill level.

Two days after grades are posted from first progress period, student remains in course for the remainder of the semester and a level change can be considered for the following semester.

STUDY HALL

All students assigned to a study hall are required to attend them and will be graded each day. This class will count as .25 credit (partial elective). No students are allowed to leave study halls without a pass slip. Absolutely no radios, cassette or CD players, headphones, iPods, or other musical/entertainment devices will be permitted in study hall. Study hall is not extension of the allotted lunch period.

TELEPHONES

Office phone lines are reserved for business calls. Students may use the phone on the counter of the main office before school, during lunch, and after school. We do not call students from class or normally take messages for students; however, emergency parent messages will be delivered to students by the office staff.

See also **Cellular Phones**.

TOYS AND PERSONAL ITEMS

Students may not use toys, video gaming devices, cell phones (not in classrooms), or other personal electronic equipment during school hours. If students need to call a parent during school hours, they may use a school phone or personal cell phone in the main office.

TRANSFER OR WITHDRAWAL FROM SCHOOL

Students transferring schools or withdrawing from school must have permission from their parents. After a letter or phone call from parents to the Principal, the Principal will then proceed with the checkout process. All books must be returned, fines paid, and other obligations met prior to grades being granted and transferred. Fines left unpaid more than 30 days are subject to collections.

TRANSPORTATION (BUSES) AND PARKING

Buses

Bus transportation is provided by Sun River School District. The driver of the bus is responsible for student conduct and will take appropriate disciplinary action when students misbehave. Parents will be notified when a problem exists and a student may lose the privilege of riding a bus.

Parking

Students are permitted to drive their own cars to school and park in the student-designated lots. Students may not park in areas assigned to faculty or anywhere signs restrict parking. Students must park in the proper manner, obey all driving rules and regulations, and remember to make sure to always lock their cars when leaving them in the lot. Parking in the lot is done at the students' own risk. The School District assumes no liability for accidents or loss of property. Disciplinary consequences may be assigned for repeated violations. To help eliminate vandalism, theft, and other illegal activities, the parking lot is off limits during the school day.

The school may "boot" or tow vehicles in violation of parking guidelines. Parking privileges may be revoked for failure to follow guidelines.

TRAVEL REGULATIONS

Except as provided hereafter, all student transportation must be conducted by school bus or licensed and insured private carriers in connection with out-of-town school related events. Students must remain with the group at all times in traveling to, from, and during an out-of-town school event, unless an **Alternative Travel Request** has been submitted and approved. The student, parent and building administrator must sign the form and submit it twenty-four (24) hours prior to travel unless otherwise approved by an administrator. Forms are available on the District website. Parents must sign the form first, before administration. For purposes of this regulation the term "a parent" means the parent/legal guardian or grandparent of the affected student or the parent/legal guardian of another student whom the student's parent/legal guardian has designated.

Following is a summary of our travel guidelines:

1. Students are representing Simms School and will be expected to wear appropriate clothing. Appropriate dress will be determined by the coach/supervisor.
2. The use of alcohol or dangerous drugs is prohibited and will result in disciplinary action, up to possible expulsion from Simms School.
3. Smoking or the use of tobacco products is not permitted.
4. Students are to be with the group at all times unless specifically excused by the advisor.
5. Although it is discouraged, students may request permission to return with their parents from school-sponsored trips. "Transportation Release" forms are available on the District website and must be approved and arranged with the advisor prior to any trip.
6. No visitors will be allowed in students' motel rooms unless the sponsor has given his/her prior approval.
7. Coaches and/or advisors may establish additional rules or regulations for their own group. These additions must be cleared with the principal.
8. Insubordination to authority will not be tolerated.

Violation of all above rules may invoke the following actions:

- The parents will be called and the student may be sent home at the earliest convenient time via commercial transportation at the expense of the parents.
- Appropriate disciplinary consequences will be assigned and a parent conference will be required before the final disposition of the case.

TRESPASSING

Unauthorized individuals on the Simms campus will not be tolerated. Trespassing charges will be filed.

TRUANCY POLICY

MCA 20-5-106. Truancy. (1) Whenever the attendance officer discovers a child truant from school or a child subject to compulsory attendance who is not enrolled in a school providing the required instruction and has not been excused under the provisions of this title, the officer shall notify in writing the parent, guardian, or other person responsible for the care of the child that the continued truancy or non-enrollment of the child will result in the person's prosecution under the provisions of this section. If the child is not enrolled and in attendance at a school or excused from school within 2 days after the receipt of the notice, the attendance officer shall file a complaint against the person in a court of competent jurisdiction.

VALEDICTORIAN AND SALUTATORIAN SELECTION PROCESS

The Valedictorian and Salutatorian are chosen each year from the highest ranked students in the senior class. Preliminary consideration is given to academic ability and the rigor of classes taken. A secondary consideration, in the case where academic ability is very similar among students, is the degree of involvement in extra-curricular activities and the attitude of the student toward school and learning. The Principal's selection committee will consist of only faculty and staff to select students prior to graduation based on second semester grade report.

VISITOR PASSES

Students are not allowed to have visitors at school or classes. All visitors to Simms are requested to immediately register in the office upon arrival and departure from the school.

WEAPONS AND FIREARMS

The District does not allow weapons on school property. Any student found to have possessed, used or transferred a weapon on school property will be subject to discipline in accordance with the District's discipline policy. For purposes of this section, "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury, including but not limited to air guns, pellet guns, BB guns, fake (facsimile) weapons, all knives, blades, clubs, metal knuckles, numchucks (also known as nunchucks), throwing stars, explosives, fireworks, mace or other propellants, stun guns, ammunition, poisons, chains, arrows, and objects that have been modified to serve as a weapon.

MHSA/SRVS ELIGIBILITY AT SIMMS HIGH SCHOOL

A student must have passed two and one-half (2 1/2) credits of instruction from the previous term (semester) to be eligible for participation in MHSA sanctioned activities. [A previous semester is defined in the current MHSA Handbook]. If a student is academically ineligible at the beginning of an MHSA sanctioned competitive sport or activity season, that student may not try out or participate in that sport or activity during that entire season, even if the season includes more than one semester. In addition, participating students must currently be enrolled in a credit earning class during five (5) of the seven (7) periods of the day.

In order to maintain their eligibility, students must be passing every subject in which they are currently enrolled, as evidenced by weekly eligibility lists. Students whose names appear on the weekly eligibility list will be ineligible to participate in any school activity from 12:00 noon on Tuesday, (or concurrent school day of the week), on which their name appears on the list until the following Tuesday 12:00 noon, (or first school day of the week). Students involved in Special Olympics will be subject to participation based upon Administration Discretion.

At any time a student is on ISS or OSS for a full day, or is in violation of the District #55 and F student discipline policy, he/she will not be permitted to participate in a practice or a scheduled extracurricular activity on the day(s) of ISS or OSS.

To be eligible to participate in extracurricular activities at SRVS, a student at grade check must:

1. Maintain a cumulative average GPA of 2.0 or higher.
2. Have fewer than 2 F's during a grade check regardless of his/her cumulative GPA.

The student policy is supplementary to the Montana High School Association rules. If a student fails four solid classes for a semester, he/she will be ineligible for the following semester as stipulated by the MHSA handbook.

This administrative procedure is in effect for the current school year. Procedurally, the process will be that Fall eligibility is based on the previous 4th Quarter/2nd Semester grades. Students failing in either grading period would be ineligible until the mid-term eligibility check.

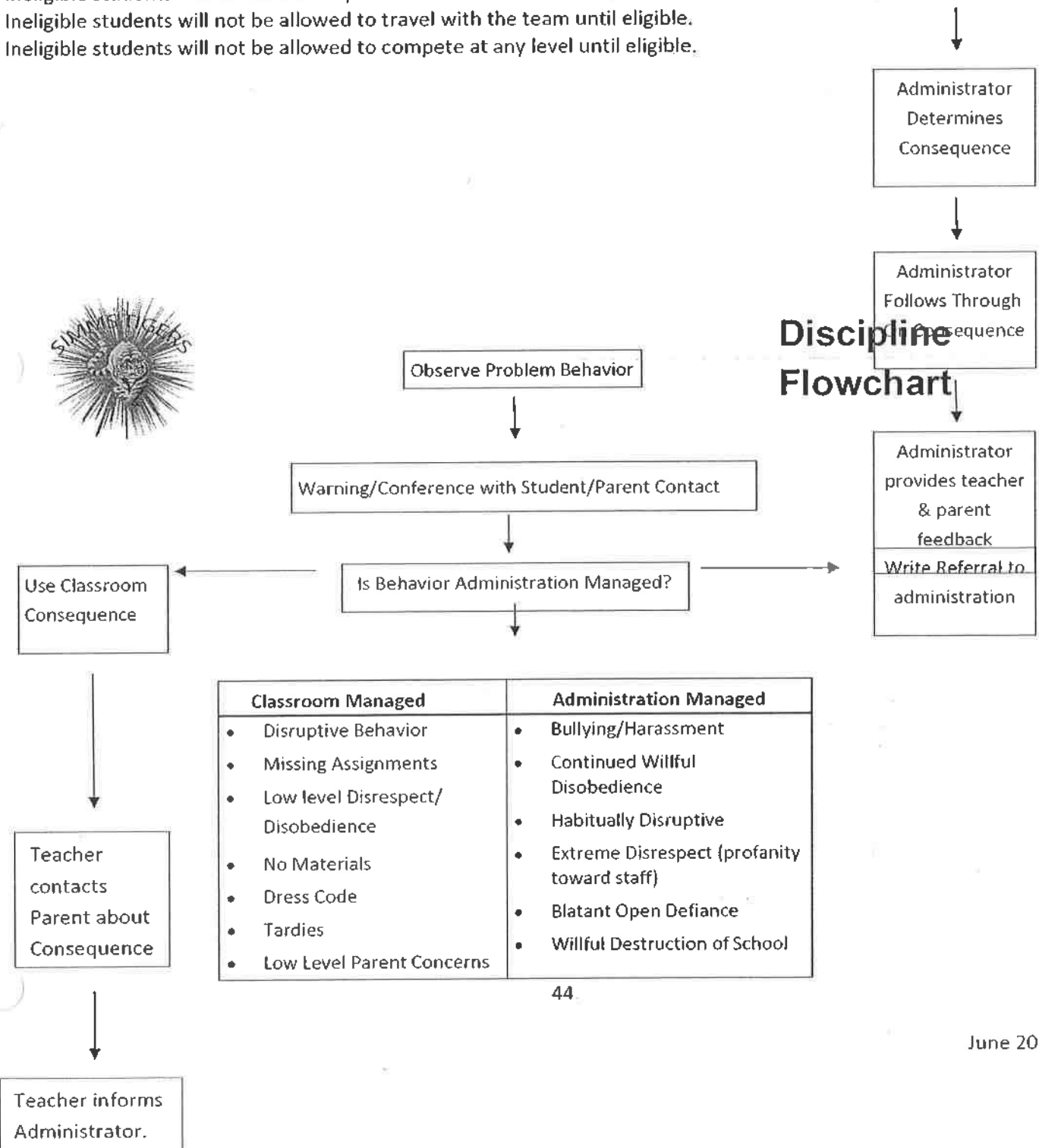
Ineligible students will be allowed to practice.

Ineligible students will not be allowed to travel with the team until eligible.

Ineligible students will not be allowed to compete at any level until eligible.



Discipline Flowchart



<ul style="list-style-type: none"> • Profanity (not directed at staff) • Food Policy • Hall Pass Misuse • Leaving Class Early • Cell Phone/Ipod Use • Peer Concerns • Minor Insubordination 	<ul style="list-style-type: none"> • or Individual Property • Theft/Robbery • Threats of Violence • Serious Violations <ul style="list-style-type: none"> Dangerous Weapons Drugs Alcohol Tobacco • Drug Related Concerns • Gang Related Concerns • Assault/Violence • Technology Misuse • Scholastic Dishonesty
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Initial Teacher Response Examples	Sample Admin Consequences
<ol style="list-style-type: none"> 1. State Expectations 2. Call Parents/guardian 3. Detention 4. Loss of Privileges (e.g. Natural Consequences) 5. Reinforce others for appropriate behavior 6. Restitution 	<ol style="list-style-type: none"> 1. Loss of Privileges 2. Call Parents/guardian 3. Detention 4. Suspension or Expulsion 5. Restitution

	Steinke	Rushon	Wiegand	Reifer	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 n

Topic:

Approve PK-5 Student Handbook

Background:

Revise handbook to Match Board Policy

Recommendations:

Approve the 6-12 Student Handbook for the 2021-2022 School Year

Fiscal Impact:

NA

**FORT SHAW
ELEMENTARY SCHOOL
TIGER CUBS
2021-2022**



**STUDENT-PARENT HANDBOOK
1 School Loop Road
Fort Shaw, MT 59443
406-264-5586 Ext. 0**

PREFACE

Parents, Guardians, and Students,

The Fort Shaw School Student Handbook contains information that students and parents are likely to need during the school year. The handbook is organized alphabetically by topic. Throughout the handbook, the term, "the student's parent," is used to refer to the parent, legal guardian or other person who has agreed to assume school-related responsibility for a student.

The Student Handbook is designed to be in harmony with Board policy. Please be aware this document is updated annually, while policy adoption and revision is an ongoing process. Therefore, any changes in policy that affect student handbook provisions will be made available to students and parents through newsletters and other communications. These changes will generally supersede provisions found in this handbook that have been made obsolete by newly adopted policy.

Please note that reference to policy codes are included to help parents confirm current policy. A copy of the District's Policy Manual is available in the school office.

In case of conflict between Board policies or any provisions of student handbooks, the provisions in the student handbooks are to be followed.

Sun River Valley School District does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973m as amended.

Dear Parents and Guardians,

The staff and I are eager to welcome our students to Fort Shaw Elementary School for what promises to be a very productive and fulfilling school year for your child.

Communication is vital for a successful school program. Please feel free to contact me with your questions, concerns, and opinions. Also, please establish a two-way relationship with your child's teacher to ensure success. Reading and discussing this handbook with your child will increase knowledge and understanding of Fort Shaw's overall school goals and procedures.

FSE is a MTSS Platinum School. It is our goal to provide an outstanding and safe climate for all students to learn, grow, and achieve success. Students need to feel safe and welcomed at school and in the classroom. They need to know that all the staff are interested in them as individuals, both personally and academically.

It is important that all staff work together to see their students have a successful year while maintaining a level of academic rigor and relevance that is appropriate at each grade level. Our staff works extremely hard to make FSE a great place to learn. Each child will be seen, heard, and served appropriately both academically and social and emotionally.

As we continue to help your student build academic skill, knowledge, and positive characteristics, please remember we cannot make progress without your support. We work together as a team to serve your child. Thank you for helping our students be safe, respectful, and responsible Tiger Cubs.
Together we will have an exciting and successful school year 2021-2022.

Sincerely,

Holly Kincaid, Principal

ROAR ON!

FORT SHAW ELEMENTARY STAFF

Mrs. Susie Anderson	Early Kindergarten
Ms. Kristy Peach	Kindergarten
Mrs. Jennifer Anderson	First Grade
Mrs. Karla Rogers	Second Grade
Mrs. Meghan Huffman	Third Grade
Mrs. Lynette Sheldon	Fourth Grade
Mr. Jim Rogers	Fifth Grade
Mrs. Sue Somerfeld	Resource Room
Mrs. Katie Parchen	Librarian
Mrs. Rebecca Boucher	Counselor
Mrs. Sara Davidson	Music
Mrs. Vickie Kinna	Title I
Classroom Teacher	Art
Mr. Robert Hazenberg	P.E.
Mrs. Jennifer Anderson	Reading Instructional Coach
Mrs. Lesile Thomas	Paraprofessional
Mrs. Tammy Gannon	Colony Paraprofessional
Mrs. Kori Hillyard	Secretary
	Colony
Mrs. Betty Mirza	Cook

ADMINISTRATION

Mr. Dave Marzolf	Superintendent
Ms. Holly Kincaid	Principal Early K- 5
Mr. Luke McKinley	Principal 6-12 / AD

DAILY SCHEDULE 2021-2022

SUPERVISION FOR STUDENTS IS PROVIDED FROM 7:30 AM – 4:15 PM

Teacher's Hours:	7:30 AM - 4:30 PM
Breakfast Program: Buses	7:30 AM - 7:50 AM
Arrive: School Starts:	7:55 AM
School Dismissal: Buses	7:55 AM
Leave School:	4:00 PM
	4:15 PM

To help ensure the safety of our students while they are at school, all parents and visitors must enter at the main front door and sign in at the office. Students must check in at the office if they are tardy to school. We also require that all students be signed out at the elementary office when leaving school for any reason and check in at the office upon returning.

BEFORE SCHOOL PROCEDURES

Supervision for students is provided from 7:30 AM until 4:15 PM. This policy is for the children's safety. Students riding the bus or being dropped off by car should either go to the lunchroom if eating breakfast or the playground.

LEAVING SCHOOL GROUNDS

Students must have written notice from their parents/guardian to leave school grounds during the school day. Students must be signed out at the main office.

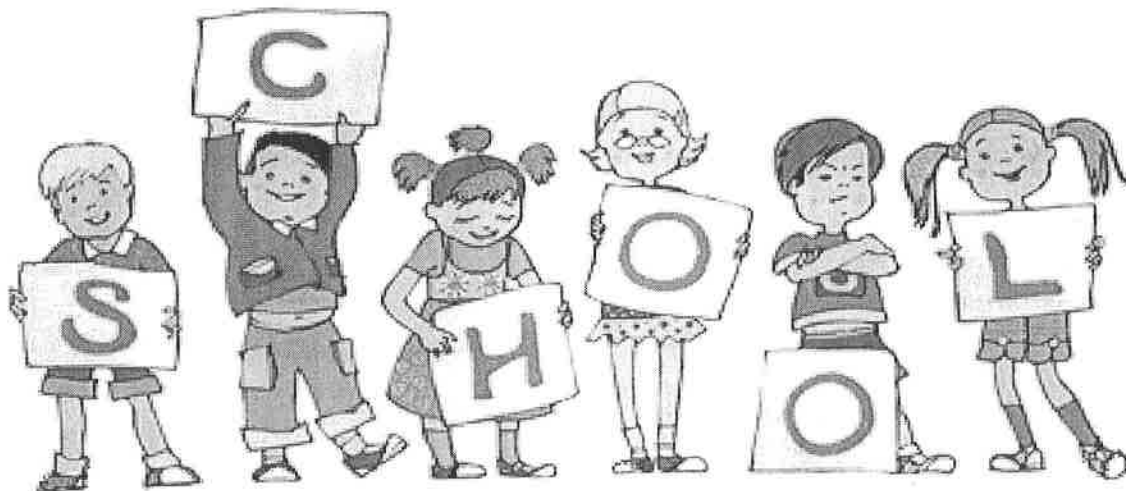
AFTER SCHOOL PROCEDURES

Every student is assigned a bus route, unless the parent chooses to provide daily transportation. The school needs written or verbal notification by parent/guardian whenever any changes arise. Please state the change of plans and who will be picking their child up from school no later than 30 minutes prior to the end of the school day. If not given proper notification, the student will be placed on the bus.

Fort Shaw Elementary School students are assigned to an AM and PM bus route, and may not ride any other bus than their designated bus without written and or verbal approval by the student's parent/guardian.

Because of safety concerns, if you want your son or daughter to ride a bike to and from school or walk to and from school a parent permission note is required.

These procedures are for the sole purpose of the safety of all students. Please assist us in keeping all students safe.





**FORT SHAW ELEMENTARY
TIGER CUBS**



MTSS

BLUEPRINT FOR SUCCESS

Fort Shaw Elementary School Program

MULTI -TIERED SYSTEMS OF SUPPORT PROGRAM

MTSS (formerly MBI) is a proactive approach in creating behavioral supports and a social culture that establishes social, emotional, and academic success for all students. MTSS uses the Response to Intervention model, which is a three-tiered system of support and a problem solving process to assist schools in meeting the needs and effectively educating all students. Data-based decision making aligns curricular instruction and behavioral supports to student and staff needs.

MTSS Belief Statements

All students should be taught all the skills necessary for success: academic, social, emotional, and behavioral. Schools are places where students can learn and practice positive interpersonal, cross-cultural, and citizenship skills. A caring school climate and positive relationships between student and staff are critical to student success and provide an environment where academics flourish. Schools and communities must work together to meet the diverse needs of students and honor the traditions and contributions of both family and community members. **All** students are entitled to be treated with dignity and respect. Effective use of a team approach involving all school and staff working together provides consistency, which enhances student success.

Our goal at Fort Shaw Elementary School is to create the best learning environment possible for children. To achieve this goal, students will have common expectations aligned with MTSS. These school wide expectations are:

- R** Respect yourself and others
- O** Own your behavior
- A** Always move in a safe manner
- R** Responsibility for your actions

TIGER CUBS

FORT SHAW ELEMENTARY SCHOOL
STUDENT'S HANDBOOK TABLE OF CONTENTS

PAGE 11-12. ABSENCES NOTIFICATION, TARDINESS, ABSENCES, PREPLANNED, ABSENCES UNEXCUSED, MAKE-UP WORK, RETENTION FOR EXCESSIVE ABSENCES, ACADEMIC / SPECIAL CLASSES.

PAGE 13. SPECIAL EDUCATION - 504 - TITLE ME- ATHLETICS- ATTENDANCE - COMPULSORY EDUCATION.

PAGE 14. AWARDS - BACKPACKS, BREAKFAST & LUNCH PROGRAM AND BILLING

PAGE 15-16. BULLYING / HARASSMENT

PAGE 17. BUS EXPECTATIONS

PAGE 18. CELLUAR PNONE- ADDRESS/TELEPHONE NUMBER CHANGES-CHEMICAL USE -CHILD ABUSE - CLASSROOM RULES-COMMNICABLE DISEASES

PAGE 19. COMPUTER RESOURCES PAGE - DETENTION - DISCIPLINE - DISTRICT SAFETY

PAGE 20. ELECTRONIC DEVICES - EMERGENCIES AT SCHOOL - EMERGENCY DISMISSAL - FEES

PAGE 21-22. FERPA

PAGE 23. FIELD TRIPS - GRADING

PAGE 24. HEAD LICE GUIDELINES - HEALTH SERVICES - DRUG DETECTION DOGS - HIGHWAY SAFETY - HOMEWORK-ILLNESS

PAGE 25. IMMUNIZATIONS - INJURIES - ACCIDENTS - INSURANCE - INTERNET POLICY LIBRARY BOOKS - TEXTBOOKS

PAGE 26. LOCKERS - LOST AND FOUND - MEDICATION - MUSIC - NEWSLETTER - PARENT & GUARDIAN LEGAL RIGHTS - PERSONAL PROPERTY - PETS -PLAYGROUND GUIDELINES

PAGE 27. PLAYGROUND SUPERVISION - PROMOTION & RETENTION - PUBLIC DISPLAY OF AFFECTION - RECESS - REMOVAL OF STUDENT DURING SCHOOL - REPORTS TO PARENTS - SCHOOL HOURS - STUDENT TELEPHONE - SCHOOL RESOURCE OFFICER - SEARCHES

PAGE 28. SECURITY - CAMERAS - SEXUAL HARASSMENT - SOCIAL EVENTS - STUDENT CHECK-OUT - STUDENT DRESS

PAGE 29. SPECIAL TESTING - STUDENT DESKS & LOCKERS - TELEPHONES - TRANSFER OR WITHDRAWAL FROM SCHOOL - TRANSPORTATION (BUSES) AND PARKING

PAGE 30. TRUANCY POLICY - VANDALISM - VISITORS - VOLUNTEERS - WEAPONS AND FIREARMS

PAGE 31. MEDICATION AUTHORIZATION FORM

PAGE 32-34. INTERNET AGREEMENT

PAGE 35-36. PLAYGROUND EXPECTATIONS

ABSENCE NOTIFICATION

A telephone call or a note describing the reason from either parent or guardian is necessary when a student is absent or late. The 49th Montana Legislature passed a law requiring schools to contact parents or guardians of absent students. Phone calls should be received by 9:00 AM on the day of the absence. Students that arrive late must check in to the office upon arrival. All tardies are reported to the office.

TARDINESS

Being on time for school is very important. Students who are habitually late for school will be assigned time to make up work. This may be done during recesses or after school. **Students who arrive late, regardless of the reason, cause a disruption to everyone's learning time. If a student has three tardies, that will equal one unexcused absence.** These absences will be counted toward the total absence count for the year and will result in following the excessive absence policy if tardiness continues to equal multiple absences. This plan is located below in the "Retention For Excessive Absences" section. *The sixth tardy will result in a parent conference.* We encourage you to get your child to school on time to ensure a good start and keep in communication with our office staff.

ABSENCES, PRE-PLANNED

It is the student's responsibility to notify teachers prior to being absent because of a planned event. Teachers may require the work to be completed and turned in prior to departure, or they will make arrangements with the students for work completion. A student absent for any reason should promptly make up specific assignments missed. Students will be given two days for each missed day to complete missed assignments. A maximum of five days will be allowed to make up missed work. Exceptions may be granted with the principal's approval for unusual circumstances. Absences for school sponsored activities are excused, but students are held responsible for the work missed.

ABSENCES, UNEXCUSED

It is the responsibility of a parent to provide a reason for a student's absence. Based on the reason, an administrator will determine if the absence is excused or unexcused. Unexcused absences are not acceptable in the Sun River Valley School district. Work missed during this time will be given 0 credits. Absences deemed trancies will be dealt with in accordance with the Truancy Policy defined in the Student Handbook (See Truancy). Out of School Suspensions are unexcused.

MAKE-UP WORK - ABSENCES

Schoolwork missed during an excused absence can be made up for full credit. Teachers will make arrangements with students for work completion. Students will be given two days for each missed day to complete missed work.

RETENTION FOR EXCESSIVE ABSENCES

Students that miss more than 10% of the school year are considered chronically absent by Federal definition. Chronic Absence has been determined to impact a child's success in school. **Students in grades K-5 will be in jeopardy of being retained in the current grade level when absences of any kind exceed 10% (15 days per school year). Parents will be notified at 4, 8, 12, and 15 absences. After 15 absences, parents will be asked to attend a meeting with the Attendance Board, which is made up of the classroom teacher, counselor, and principal to go over reasons for absences and progress in the classroom. This board will determine whether the students are capable of progressing to the next grade, or whether they should be retained.** Successful completion of a summer school session for a K-5 student with excessive absences may be required in order to progress to the next grade level. The school district is under no obligation to provide this service to students.

NOTE: Attendance Contracts will be implemented for chronic absenteeism.

NOTE: Administration has the right to adjust excessive absences practices in case of widespread

illnesses, epidemics, or pandemics.

ACADEMIC/ SPECIAL CLASSES COUNSELING

Guidance services are available for every student in the school. The counseling program includes academic, preventative counseling usually through classroom instruction, individual counseling, small group counseling, consultation with teachers, and consultation with parents. For further information about our counseling program, please call our counselor, Mrs. Boucher, at Fort Shaw Elementary (264-5586 EXT 615).

Special Education (IDEA)

Fort Shaw Elementary has a resource room devised to accommodate the needs of students qualifying for services under IDEA (Individuals with Disabilities Educational Act), Section 504 of the Rehabilitation Act, or the Americans with Disabilities Act. The District will provide a free appropriate public education and necessary related services to all students with disabilities residing in the District, as required under (IDEA), provisions of Montana Law, and the Americans with Disabilities Act.

For students eligible for services under (IDEA), the District will follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities, as provided in the current Montana State Plan under Part B of (IDEA).

Section 504 -Of the Rehabilitation Act of 1973 (Section 504)

It is the intent of the District to ensure that students who are disabled within the definition of section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. For those students who need or are believed to need special instruction and/or related services under Section 504 of the Rehabilitation Act of 1973, the District shall establish and implement a system of procedural safeguards. The safeguards cover students' identification, evaluation, and educational placement.

Title I

This is a program to help students in reading, written language, and math. Students are selected through a combination of factors, which can include teacher recommendation, in-class performance, testing, and other data. Students will be evaluated throughout the school year and have the ability to be exited from the program.

ATHLETICS

During the school year, 5th grade students will have the opportunity to participate in the interscholastic wrestling program along with the middle school students. While these programs are competitive in nature, our emphasis will be on sportsmanship and participation. Every athlete must pass a physical examination prior to practice or participation in any sport. Wrestling season begins in February.

ELIGIBILITY

Academics are emphasized in the school athletic program. It is essential that all students understand that activities participation is a privilege and not a right. Eligibility standards must be maintained if a student wishes to participate in extracurricular activities.

ATTENDANCE (SRVS 3 122 and 3 122P)

Regular school attendance is essential for the student to make the most of his or her education - to benefit from teacher-led activities, to build each day's learning on that of the previous day, and to grow as an individual. School starts at 7:55 AM and ends at 4:00 PM.

COMPULSORY EDUCATION

A student between the ages of 7 and 16 must attend school unless the student is otherwise legally exempted or excused. A student who voluntarily attends or enrolls after his or her sixteenth birthday is required by law to attend each school day.

School employees must investigate and report violations of the state compulsory attendance law. A student absent from school without permission, from any class or from required special programs, will be considered truant. The school secretary or other designated school personnel will notify the parent/guardian that the child is truant. The Cascade County Sheriff's Office and/ or Child & Family Services will be contacted if a child is chronically absent without reason.

AWARDS

A variety of awards are given to qualified students each year. Fort Shaw Elementary will have an Awards assembly each trimester at that time student awards will be handed out.

BACKPACKS

Backpacks may be used to transport school materials to and from school but must be left in their locker or designated area during the school day.

BREAKFAST AND LUNCH PROGRAMS AND BILLING

A complete hot lunch program is available. The School District participates in the National School Lunch Program and offers students nutritionally balanced lunches daily. Fort Shaw Elementary School also offers a breakfast program. We offer an electronic ticket system that uses the student ID number as the ticket number. Students may deposit any amount of money from \$1.00 on up to their account and use their ID to "buy" their breakfasts and lunches from this account. All Food Service finances must be handled through the main office. Payment may be made in cash or by check. The first day of school is the first opportunity to make such a payment. The district does not allow charges in excess of \$5.00 per account.

Students may apply for reduced (.40) or free lunch and reduced (.30) or free breakfast tickets in the Main Office. Lunch price reductions are offered to those students whose family income meets the Family Size and Minimum Income Scale adopted by the Board of Trustees according to the Federal Free Lunch Program. Application can be picked up in the office

Breakfast:	\$2.00
Breakfast Adult:	\$2.00
Hot Entrée' and Fresh Fruit & Yogurt Bar	\$2.00
Ala Carte: Cinnamon Roll/Donut/Cereal w/Juice or Milk/Yogurt Bar	\$1.00
Fruit & Vegetable Bar Only	\$1.00
Entrée Only	\$2.00
Lunch:	\$2.50
Adult Lunch:	\$4.00
Extra Milk	\$.50

BULLYING//INTIMIDATION/HARASSMENT/HAZING (SBP 3226)

The Board will strive to provide a positive and productive learning and working environment. Bullying, harassment, intimidation or hazing by students, staff, or third parties is strictly prohibited and shall not be tolerated.

Definitions:

- A. "Third parties" include but are not limited to coaches, school volunteers, parents, school visitors, service contractors or others engaged in District business, such as employees of businesses or organizations participating in cooperative work programs with the District, and others not directly subject to District control at inter-district and intra-District athletic competitions or other school events.
- B. "District" includes District facilities, District premises, and not-District property if the student or employee is at any District-sponsored, District-approved, or District-related activity or function, such as field trips or athletic events, where students are under the control of the District or where the employee is engaged in District business.
- C. "Hazing" includes but is not limited to any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any District-sponsored activity or grade-level attainment, including but not limited to forced consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate.
- D. "Bullying" means any harassment, intimidation, hazing or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication ("cyberbullying") or threat directed against a student that is persistent, severe, or repeated, and that substantially interferes with a student's educational benefits, opportunities, or performance that takes place on or immediately adjacent to school to school bus stop, or anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a student or staff member or an interference with school purposes or an educational function, and that has the effect of:
 - 1. Physically harming a student or damaging a student's property
 - 2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property
 - 3. Creating a hostile educational environment, or
 - 4. Substantially and materially disrupts the orderly operation of a school
- E.
- F. "Electronic communication device" means any mode of electronic communication, including but not limited to computers, cell phones, PDAs or the internet.

Reporting

All complaints about behavior that may violate this policy shall be promptly investigated. Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing harassment, intimidation, or bullying in violation of this policy is encouraged to immediately report his/her concerns to the building principal or District Administrator,

who have overall responsibility for such investigations. A student may also report concerns to a teacher or counselor, who will be responsible for notifying the appropriate District official. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent or District Administrator shall be filed with the Board. The complainant shall be notified of the findings of the investigation and, as appropriate, that remedial action has been taken.

Exhaustion of administrative remedies

A person alleging violation of any form of harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication as stated above, may see redress under any available law, either civil or criminal, after exhausting all administrative remedies.

Responsibilities

The District Administrator shall be responsible for ensuring notice of this policy is provided to students, staff, and third parties and for the development of administrative regulations, including reporting and investigative procedures, as needed.

Consequences

Students whose behavior is found to be in violation of this policy will be subject to discipline up to and including expulsion. Staff whose behavior is found to be in violation of this policy will be subject to discipline up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined by the District Administrator or the Board. Individuals may also be referred to law enforcement officials.

Retaliation and Reprisal

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry. Such retaliation shall be considered a serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

Bus Expectations-BUS

Be responsible for yourself and your possessions

Use partner voice on bus

Stay seated until bus completely stops



Expected Bus Behavior

1. Enter the bus only when signaled by the bus driver.
2. Take a seat immediately.
3. Sit facing forward and remain seated until your stop.
4. Respect the rights of other passengers.
5. Use appropriate language and use partner voice level.
6. Keep hands and feet to yourself.
7. Control and be responsible for all personal belongings
8. Students must have a bus pass from the office to ride on a bus other than their assigned bus.

The privilege of riding the school bus may be denied to any student who does not conduct themselves in a safe and orderly manner. School bus drivers and administration will determine what is safe and orderly. The bus driver reserves the right to assign seating for any student(s).

CELLULAR PHONES (SRVS 3 630) IPODS & STEREOS

Student possession and use of cellular phones, other electronic signaling devices, calling devices, iPods, or stereos are not permitted on school grounds during the instructional day. It is a privilege, which shall be permitted only before school and after school. Electronic devices that do not have communication capabilities may be kept in the student's locker. However, if the item is used during school hours, it will be confiscated and a parent or guardian will have to pick it up. **Students will store cell phones at the main office during school hours.** He or she can pick up the phone after school at the office. Violation of this rule will lead to confiscation of the device, and it will be returned to the parent or guardian of that student.

At no time shall any student operate a cellular phone or other electronic device with video capabilities in any locker room, bathroom, or other location where such operation will violate the privacy right of another person or interfere with the instructional process. Unauthorized use will result in confiscation of the device by school employees and may result in disciplinary action. Confiscated devices may be returned, at the discretion of the building administrator, to the parent or guardian of the student. All electronic devices, including cell phones, may be searched for information as needed pursuant to School Board Policy 3231.

CHANGE IN ROUTINE, ADDRESS AND/OR TELEPHONE NUMBER

Please notify the school when your child changes his or her routine. For example, children will not be allowed to go to a friend's house, go to scouts, etc. unless the office receives a permission slip signed by the parent/guardian. In general, telephone calls will not be accepted given the difficulties in identifying the caller.

We also request that you notify the school any time you have a change of address or telephone number. In addition, please leave the name and phone number of a relative, neighbor, or friend in the event that we are unable to reach you in the case of an emergency.

CHEMICAL USE POLICY (Refer to SRVS-330-3340)

CHILD ABUSE AND NEGLECT LAW

As required by Montana State Law (Section 41 - 3-201, MCA.), all cases where there is reasonable cause to believe a child is neglected or physically or sexually abused shall immediately be reported to Child and Family Services or to law enforcement.

CLASSROOM RULES

Fort Shaw Elementary School is a MTSS school. The school has set behavior criteria, which will be consistently followed.

COMMUNICABLE DISEASES / CONDITIONS (SRVS 3417)

To protect children from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the school secretary or principal so that other students who may be exposed to the disease can be alerted. The disease include, but are not limited to:

Amebiasis	Hansen's disease	Pink eye
Campylobacteriosis	Hepatitis	Ringworm of the scalp
Chickenpox	Influenza	Rubella (German measles)
Chlamydia	Lyme disease	Salmonellosis
Colorado Tick Fever	Malaria	Syphilis
Diphtheria	Measles (Rubeola)	Scabies
Gastroenteritis	Meningitis	Shigellosis
Giardiasis	Mumps	Streptococcal disease/invasive.
		Whooping Cough (Pertussis)

DETENTION

Detention is an intermediate measure to help maintain necessary classroom decorum in those cases not serious enough to warrant in or out of school suspension. The principal and or teacher have the authority to hold a pupil to strict accountability for his/her behavior. Students receiving a Disciplinary Referral will be notified by the principal and the reason for the Disciplinary Referral consequences. Detention will take precedence over extracurricular activities and practices. Types of detention: recess, in-school, and out-of-school. Parents will be notified prior to any student serving an after school, in school, or out-of school detention.

DISCIPLINE (Refer to SBP 3310)

A teacher or principal has the authority to hold a student to strict accountability for disorderly conduct in school, on the way to or from school, or during recess.

Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including, but not limited to:

- Using, possessing, distributing, purchasing, or selling tobacco products
- Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence are not permitted to attend school functions and are treated as though they had alcohol in their possession
- Using, possessing, distributing, purchasing or selling illegal drugs or controlled substances, look-alike drugs, and drug paraphernalia. Students who are under the influence are not permitted to attend school functions and are treated as though they had drugs in their possession
- Using, possessing, controlling, or transferring a weapon in violation of the "Possession of a Weapon in a School Building" section of this policy
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon. (Federal Law holds that students who bring weapons to school be suspended from school for one year. See Board Policy)
- Disobeying directives from staff members or school officials and / or rules and regulations governing student conduct
- Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct
- Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person(s) property
- Engaging in any activity that constitutes disorderly conduct, an interference with school purposes or an educational function, or any disruptive activity
- Unexcused absenteeism; however, the truancy statutes and Board policy will be utilized for chronic and habitual truants.
- Hazing
- The forging of any signature, or the making of any false entry, or the authorization of any document used or intended to be used in connection with the operation of the school
 - The use of offensive language such as racial slurs, etc.
 - Gang behavior

DISCIPLINE (Continued)

These grounds for disciplinary action apply whenever the student(s) conduct is reasonably related to school or school activities, including, but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group
- Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school
- Traveling to and from school or a school activity, function, or event
- Anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, or an interference with school purposes or an educational function

Any conduct that violates Montana Law will be reported to the proper law enforcement authorities.

ELECTRONIC DEVICES: SEARCHES

School officials reserve the right to search any electronic device(s) for information as needed, pursuant to School Board Policy 3231. Such electronic devices include, but are not limited to; cell phones, portable storage devices (such as CD's flash drives, disks), and other electronic devices not listed herein.

EMERGENCIES AT SCHOOL – INJURIES / ACCIDENTS

You will be notified if your child becomes ill or is involved in school accidents. If you, or another person designated by you, cannot be reached, your family doctor will be contacted. Again it is important that the school is kept informed of your current telephone numbers as well as the name of your physician. Student information forms must be completed for each child during the first week of school. Please inform the classroom teacher and secretary in writing of any allergies, reactions, chronic illnesses, diseases, or serious physical problems, (e.g. epilepsy, diabetes), your child may possess. Through this process, appropriate measures can be taken should something happen at school.

EMERGENCY DISMISSAL

Emergency dismissal may occur as a result of severe weather conditions, etc. In such an event, all students may be dismissed early. Such information will be broadcasted on local radio stations KSEN & KMON. Students that ride buses will be returned home on their regular buses unless we are otherwise directed. The school will attempt to contact you by phone, please inform the school if your phone numbers change at any time. Failure to return materials. All fines must be paid before leaving school at the end of the year.

FEES

Material that is part of the basic educational program is provided by the district. Students are responsible for general supplies such as paper, pencils, pens, notebooks, etc.

Occasionally, students may be asked to bring minor items. However, those items will be furnished, or an alternative provided, if students are unable to furnish them. Students are responsible for all books, equipment, athletic gear, school supplies, and library materials checked out to them for their use during the school year. Fines will be assessed for failure to return materials. All fines must be paid before leaving school at the end of the year.

FERPA - Notification of Rights for Elementary and Secondary Schools - These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education record. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the Simms School receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the records they wish to inspect. The school official

will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the Simms School to amend a record should write to the school principal clearly identifying the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable
4. Information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Listed below are disclosures that elementary and secondary schools may make without consent: FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in 34 C.F.R. 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student.

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors,

consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))

- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorize representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency in the parent or eligible student's State (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To caseworkers or other Child Protective Services representatives when DPHHS/CPS is legally responsible for the care and protection of the student. 20 U.S.C. § 1232g(b)(1)(L).
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))

Notice for Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Sun River Valley School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Sun River Valley School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Sun River Valley School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production
- The annual yearbook

- Honor roll or other recognition lists
- Student directories
- Graduation programs
- Sports activity sheets, such as for wrestling, showing weight and height of team members

FIELD TRIPS

Principal-approved field trips are used to provide learning experiences in an environment beyond the classroom. Prior to any field trip a permission form will be sent home with your child describing where and when the field trip will take place. The form must be signed by the parent and / or guardian and returned to the office prior to leaving.

GRADING

The issuance of grades and progress reports on a regular basis serves as the base for continuous evaluation of the student's performance and for determining changes that should be made to affect improvement. Report cards shall be issued after each grading term. The grading scale for grades K-2 will use the terms P-Praiseworthy & S-Satisfactory N-Needs Improvement. A standardized Grading Scale for grades 3-5 has been implemented to create uniformity within.

A = Excellent (90-100)	Areas of Strengths and weakness are
B = Above Average (80-89)	indicated by these symbols.
C = Average (70-79)	+ (plus) indicates "Strength"
D = Below Average (60-69)	- (minus) indicates "Weakness"
F = Unsatisfactory (Below 60)	(Check) indicates "Satisfactory"

HEAD LICE GUIDELINES

Whenever a case of head lice is reported to the school or discovered by school personnel, the trained personnel will examine the student involved. Findings will be reported to the respective guardian, and the infested student will be sent home for appropriate treatment. When it is determined that a student has head lice, the student will be excluded from school, school programs, and activities. The student will be allowed to return to the classroom and school activities after being treated with an effective lice-killing treatment. The parent/guardian will provide a signed written note verifying that the child has been treated. The student must be determined to be free of lice in order to return to the school environment.

HEALTH SERVICES

Vision and hearing screenings will be conducted during the school year. Parents of students who require attention in these areas will be notified.

DRUG DETECTION DOGS

The superintendent may request the assistance of law enforcement personnel or private individuals to conduct inspections and searches through the use of specially trained dogs.

HIGHWAY SAFETY

For those of you who have children getting on or off a bus anywhere along the highway between Fort Shaw and Vaughn there will be some issues to face. A five- lane highway presents some significant problems when picking up and dropping off students.

The buses only stop at the pullouts built specifically for that purpose. Buses will not attempt to stop traffic

by stopping on the highway. The pullouts may not be *used* as a parking lot.

(b.) Children will be required to get on and off the bus on the side of the highway which they live. This will mean they may be forced to ride the bus round trip and get off on the return trip.

(c.) The only time a child may get on or off the bus on the wrong side of the highway is if the parent escorts the child and is standing there (at the non-designated stop) with the child or waiting to pick the child up. The driver will not let the child get off and wait because the parent is supposed to be there.

HOMEWORK

There is no specific amount of time that your child will be spending on homework. However, there are some general guidelines that can be used. The National PTA, and some researches like Harris Cooper, have recommended using the following as what can be expected of your student:

-10-20 minutes per night in the first grade, and an additional 10 minutes per grade level thereafter (e.g., 20 minutes for second grade, 30 minutes for third, 40 minutes for fourth, 50 minutes for fifth)

Keep in mind that each individual student and teacher are different. These times may or may not be accurate in every situation. Also, some nights may have more or less homework than others.

ILLNESS/COMMUNICABLE DISEASE

If your child has a fever or does not feel well, he/she should not be in school. Because of the close contact with children in the classroom, any child with a fever or communicable disease must be kept home. We urge you to consider the health of other students, as well as that of your child in these situations. If your child becomes ill at school, he/she will be under supervision, and parents/ guardians will be contacted and asked to pick up the child. **If your student develops a fever at school, they will be sent home. Students who become sick at school will be isolated from the rest of the population. Students should be fever free for 24 hours without the use of medication before returning to school.**

Temperature screenings may be implemented if widespread illnesses, epidemics, or pandemics become present in the school or community, or if administration deems it necessary. Other actions such as requiring hand washing at regular intervals, social distancing, schedule changes, and modifications to class configurations are options that could become common practice. FSE will follow all CDC health practices and recommendations along with the help of local, county, and state health officials.

If your child should be exempted from PE class for any reason, a written excuse must be presented to the classroom teacher and then the PE teacher.

IMMUNIZATIONS (SRVS 3413)

A student must be fully immunized against certain diseases or must present a certificate of statement that, for medical or religious reasons, the student will not be immunized. The immunizations required are: diphtheria, pertussis, rubella (measles), rubella, mumps, poliomyelitis and tetanus. Haemophilus influenzae type B is required for students under the age of five (5).

A Student who transfers into the District may photocopy immunization records on the possession of the school of origin. The District will accept the photocopy as evidence of the immunization within thirty (30) days after a transferring student ceases attendance at the school of origin, the District must receive the original immunization records for the student who transfers into the District.

If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the student (or by the parent, if the student is a minor) stating that immunization conflicts with the beliefs and practices of a recognized church or religious denomination of which the student is an adherent or member. This statement must be renewed yearly.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a Montana licensed physician stating that, in the doctor's opinion, the immunization required would be harmful to the health and well being of the student or any member of the student's family or

household .This certificate must be renewed yearly unless the physician specifies a life- long condition.

INJURIES- ACCIDENTS

You will be notified if your child becomes ill or is involved in an accident at school. If you, or another person designated by you, cannot be reached, your family doctor will be contacted. Again it is important that the school is kept informed of your current telephone numbers, as well as the name of your physician. A student Information Form must be completed for each child during the first week of school. Please inform the classroom teacher and secretary in writing of any allergies, reactions, chronic illnesses, diseases, or serious physical problems, (e.g. epilepsy, diabetes), your child may possess. Through this process, appropriate measures can be taken should something happen at school.

INSURANCE

A student accident group insurance plan is available to all students each year. The enrollment form is issued each year to every student. Additional forms are available in the Main Office.

INTERNET USE POLICY (SRVS 3612)

Users of Fort Shaw Elementary Internet Technology are expected to adhere to the Internet Acceptable Use Policy. Violation of this policy may result in the loss of privilege of computer access at school as well as other disciplinary consequences.

The following is a brief summary of the full policy:

The Internet is used to support the curriculum and class assignments. Students, staff and users will NOT access material that is inappropriate to a school setting. This includes but is not limited to material that is pornographic, illegal, inflammatory, or otherwise not acceptable at school. Students, staff and users are NOT to use Fort Shaw Elementary Internet stations for playing or downloading games. Students must check with an instructor before downloading any software. Students are not to use the Internet for e-mail or messages. News groups, ListSrvs and Chat areas are not permitted. Students will NOT plagiarize or copy material.

LIBRARY BOOKS & TEXTBOOKS

All library books and textbooks are loaned to students for their use during the school year. Students will be expected to pay for damaged, lost or missing library books and textbooks at their replacement value. Fines will be issued for abused library books or textbooks.

LOCKERS

The fifth grade student will be assigned a locker. Because the lockers do not have locks, the students are advised not to leave any items of value in their lockers. The school will not be responsible for replacement of lost, damaged or stolen items. Lockers are school property and not private property of the student. School officials may hold an inspection of a student's coat, book bag, purse or other belongings for illegal material. If there is a reason to believe that a student is in possession of any item that violates school rules, a search may be required of the student.

LOST AND FOUND

A "Lost and Found" tub is kept in the foyer adjacent to the office in the hallway by the playground. If your child loses an article of clothing, this is a good place to start a search. It is an excellent idea to mark all gloves, coats, hats, overshoes, lunch boxes, gym shoes, etc. with your child's name. Any lost items left at the end of the school year will be donated to charity.

MEDICATION (SRVS- 3416)

If your child needs to take medication during school hours, please refer to (Appendix) for the procedure to follow. If a child is regularly taking medication at home for a particular condition, this too, should be made known to the school.

MUSIC

Students in the fifth grade will have the opportunity to enroll in band class. Students will be responsible for providing their own instruments. Students who participate in band are expected to attend all scheduled concerts.

NEWSLETTER

A weekly newsletter will be sent home with each student to inform parents of upcoming school events and activities as well as to report on those happenings which have taken place. Also included is the lunch menu for the following week. These will be sent home with each student on the last day of the week.

PARENT AND LEGAL GUARDIAN RIGHTS

Should you be divorced, legally, separated or the legal guardian of a child other than your own, please inform the school office immediately of any court or administrative proceedings which grant you the custodial rights and/or limits the custodial rights of others to your child or children. We request this information to protect your rights as parents (guardians) and to prevent non-custodial parents from removing a child from school property without proper authorization.

PERSONAL PROPERTY

Students are NOT to bring expensive toys, iPods, CD players, handheld electronic games, etc.) to school. Lost, stolen and damaged personal property is not the responsibility of the school.

PETS

We DO NOT encourage bringing pets to school because of the chance of rabies or other diseases that may be transmitted to the children. Therefore, prior permission must be obtained from the classroom teacher and the principal. An assumption of liability must be signed by the parent before a pet may be brought to school for Show & Tell. If permitted to come to school, the animal must be in a secure cage or on a leash, must have all proper vaccinations, and must not be likely to act in a negative manner when around children. The student's parent(s) must accompany the animal to school and take the animal home with them when they leave. Animals are not permitted on buses. (See Appendix III)

PLAYGROUND GUIDELINES

By playing in a safe and courteous manner, students can get appropriate exercise and learn important social skills. Students are expected to treat everyone with kindness and respect. Students are regularly informed of Playground Guidelines. These Guidelines are in (Appendix II) of this hand book.

PLAYGROUND SUPERVISION

Fort Shaw Elementary School is a closed campus and students are not allowed to leave the school grounds during the school day unless permission is given from the school office. To provide a safe environment for Fort Shaw Elementary students, playground supervision is arranged during all recesses. Playground supervision begins at 7:30 AM; therefore, we ask students NOT to arrive at school prior to 7:30 AM. Playground supervision ends at 4:15 PM, Monday through Thursday.

PROMOTION AND RETENTION

The decision to promote a student to the next grade shall be based on successful completion of the curriculum, attendance, performance based on standard Achievement tests or other testing. A student shall not be promoted based on age or other social reason not related to academic performance.

PUBLIC DISPLAY OF AFFECTION

Public display of affection (kissing, hugging, etc.) is not tolerated at school or at school activities. Progressive discipline will be enforced.

RECESS

Children are required to go outside for recess, weather permitting. As a general rule if a child is well enough to be in school, he/she is well enough to go out for recess. If special circumstances arise please send a written note addressing the situation. All children will be kept inside during extreme weather conditions at the principal's or designee's discretion.

REMOVAL OF STUDENT DURING SCHOOL DAY (SRVS-3440P)

In accordance with District Policy and procedures, only a duly authorized person may remove a student from school grounds, any school building, or school function during the school day.

REPORTS TO PARENTS

Grades will be reported at the end of each Trimester grading period. Report cards reflect an overview of your child's performance for each marking period. Mid - term reports will be sent home at the mid -point of each Trimester. You are encouraged to communicate with your child's teacher through parent/ teacher conferences or informally (i.e. telephone, letter, visits, etc.). Should you wish to arrange a special conference with a teacher, please contact the school and an appointment will be made.

SCHOOL HOURS

School will start at 7:55 AM and run continuously until 4:00 PM. Students will have a staggered lunch break from 11:00 AM until 12:30 PM. Students will not be allowed to leave the school grounds during the lunch period unless parents have made prior arrangements with school personnel. Students may eat hot lunch or bring cold lunch. School will be dismissed at 4:00 PM.

SCHOOL TELEPHONE

Students are not permitted to use the school telephone except for school related business. We do not call students from class or normally take messages for students; however, emergency parent messages will be delivered to students by the office staff.

SCHOOL RESOURCE OFFICER (LAW ENFORCEMENT)

Our school Resource Officer (SRO) is available to Sun River Valley Schools as a community resource and is considered an agent of the school in dealings with students.

SEARCHES (SRVS 3 23 1-323 IP)

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free District officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

SECURITY

Security and safety of our students and staff is the number one priority at Fort Shaw Elementary School. Fort Shaw School makes use of a School Resource Officer (SRO). In addition to the SRO, surveillance cameras monitor parking lots and hallways as determined by the Principal. All Fort Shaw School Staff members receive training on an annual basis to address school safety issues, and a school crisis team is in place. These same issues also are addressed with our students to ensure their understanding of this priority.

CAMERAS

Fort Shaw School uses a video surveillance camera system. Not all areas are covered all the time with this system.

SEXUAL HARASSMENT (SRVS 3225)

Simply stated, sexual harassment is any unwanted attention of a sexual nature. This can be verbal, or non-verbal, and /or physical. It is the expressed intent of Fort Shaw Elementary School administration and staff to protect any student, teacher, staff member from being subject to any form of sexual harassment. Sexual harassment in any form is against our standards of behavior, against SRVS Public School Board

	Steinke	Rushon	Reifer	Wiegand	Herman	Johnson	
Motion							
Second							
Ayes							
Nays							
Abstain							

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Discussion

Agenda Item: Action 8 0

Topic:

Substitute Teacher Pay

Background:

2015 — \$8.05

Currently \$10

Recommend \$12 per hour

Discussion:

I would like the board to consider increasing the substitute pay to \$12 per hour

Recommendations:

Increase Substitute Teacher pay

Financial Impact:

\$2 per hour

	Johnson	Herman	Reifer	Wiegand	Rushton	Steinke
Motion						
Second						
Ayes						
Nays						
Abstain						

Sun River Valley School District

Meeting Date: August 10, 2021

Category: Action

Agenda Item: 8 p

Topic: Close Accounts in Black Mountain

Background:

Close the following Accounts to clean up Black Mountain

100 Cash Exchange

200 Fund Raising Exchange

300 Missoula Children's Theatre

500 Cascade Colony School

99 Library Fund

710 MBI

800 Music Account

Discussion:

Recommendations:

Close Accounts

Financial Impact: