

**BOARD OF TRUSTEES**  
**Sun River Valley School District #55F School Board Meeting**  
**Tuesday, February 9, 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 Board Meeting January 12, 2021 Action
  - b. Elementary Claims Action
  - c. High School Claims Action
- 3. Correspondence**
  - a. Resignation – Julie Crookston – Custodial Action
- 4. Discussion**
- 5. Reports**

Facilities, Transportation, Student Council, Colony, PK-5 Principal, Head Maintenance,  
6-12 Principal/Athletic Director, Business Manager, Superintendent/Transportation
- 6. Public Comment**
- 7. Old Business**
- 8. New Business**
  - a. Consider to adopt School Board Policy
    - Policy 3310 – Student Discipline Action
    - 4315 – Community Relations Action
    - 4332 – Conduct on School Property Action
    - 5223 – Personal Conduct Action
    - 5226 – Drug-Free Workplace Action
  - b. Consider Sun River School Middle School/Vaughn Wrestling/Football CO-OP 2021-2022 Action
  - c. Consider School Lunch Agreement with Vaughn School District 2021-2022 Action
  - d. Consider Renewal of the Cascade Colony School Contract 2021-2022 Action
  - e. Consideration to Hire Classified Personnel – Coaching 2020-2021
    - Becky Hart – Head Girls MS Track Action
    - Whitney Policy – Head Boys MS Track Action
    - Josh Sheldon – MS Boys Basketball Action
    - Elyssa Willekes – MS Girls Basketball Action
  - f. Consideration to Hire Classroom Substitute
    - Karlie Sivumaki – PK-5 Substitute Action
  - g. Consider to void Check #14342 – Canceled Wrestling Action
  - h. Consider to Approve the 2021-2023 Sun River Valley Teachers Association Contract Action
- 9. Adjournment** Action

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.

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Consent Agenda—Action**

**Agenda Item: 2 a, b and c**

	Steinke	Rushton	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

### **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

January 12, 2021

Tuesday

**PRESENT:**

\*Ken Steinke, Board Chair  
\*Shantel Herman, Vice-Chair  
\*Kristy Leach  
\*TJ Reifer  
\*Kris Rushton  
\*Camille Wiegand  
\*Dave Marzolf, Superintendent  
\*Shianne Currey, PK-5 Principal  
\*Belinda Klick, Clerk

**VISITORS:**

**ABSENT:**

Luke McKinely, 6-12 Principal/AD

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

**Pledge of Allegiance**

**CONSENT AGENDA:**

**Approve Minutes Regular Meeting December 8, 2020**

Action Taken: Camille Wiegand, motion to approve  
Kristy Leach 2<sup>nd</sup>  
Motion passed unanimously.

**Elementary Claims**

Action Taken: Kristy Leach, motion to approve  
TJ Reifer 2<sup>nd</sup>  
Motion passed unanimously

**High School Claims**

Action Taken: Kris Rushton, motion to approve  
Shantel Herman 2<sup>nd</sup>  
Motion passed unanimously.

**CORRESPONDENCE:**

**DISCUSSION:**

**PUBLIC COMMENT:**

**REPORTS:**

**Negotiations:**

**Facilities:** Dave the lockers have been installed, but we'll need to do the finishing touches on the framing. Hopefully we can get the students in them Monday. We're #4 on the list for DEQ and then we should be able to finish the project at Fort Shaw. Dave will have a project list to review in March. We're going to get \$256,000.00 for the second round of Covid money. We're looking at possibly hiring another counselor. We'll also look at fixing some doors and ventilation system.

**Colony:** No report.

**Student Council:** No report.

**Elementary Principal:** Shianne, information included in the packet.

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

**Business Manager:** Belinda, I've completed my W-2's and 1099's. I'm working on my 2019-2020 Fiscal Year audit. I've been approached by the MASBO organization to become a mentor. I have a MASBO board retreat January 31<sup>st</sup> - February 2<sup>nd</sup> in

Bozeman. Whitney Polich made Glenda Sue a card so if you would like to sign it please do so.

**Superintendent/Transportation:** Dave, we have 1 bus at I-State, but all the other busses passed their inspections. Both travel busses are back up and running well. The kitchen van is on its last leg. We may need to look at purchasing another vehicle. Brooke Lee is filling in at the office. Depending upon how things go we may advertise a position for Infinite campus and paperwork. Kori is willing to help out. BPA will be traveling CMR Monday for Regionals. State BPA will most likely be virtual. The new lockers look great. Negotiations coming are coming up. Jodi Koterba mentioned the donation from the Walker's allowed her to purchase a heater for the greenhouse. The heater is in and works well.

**OLD BUSINESS:**

**NEW BUSINESS**

**Calling for Trustee Election by Mail Ballot**

Action Taken: , motion to approve

2<sup>nd</sup>

Motion passed unanimously.

**Consideration to Hire Classified**

Theresa Keller FT Custodial Staff Fort Shaw

Michelle Miler FT Kitchen Staff

Todd Currey HS Asst. Girls/Boys Wrestling

Truitt Kinna HS Head Girls Basketball

Sydney Vaughan HS Head Girls/Boys Track

Ben Vaughan HS Head Girls/Boys Track

Colleen Green HS Co-Head Girls/Boys Tennis

Molly Pasma HS Co-Head Girls/Boys Tennis

Action Taken: Camille Wiegand, motion to approve

Kristy Leach 2<sup>nd</sup>

Motion passed unanimously.

Table Elizabeth Garner

Table Luke McKinley

**Consider to Hire Extra-Curricular 2021-2022**

Jay Fredrickson HS Head Football

Taylor Thompson HS Head Volleyball

Action Taken: Shantel Herman, motion to approve

Kris Rushton 2<sup>nd</sup>

Motion passed unanimously.

Shanda Sawyer MS Head Volleyball

Action Taken: TJ Reifer, motion to approve

Kristy Leach 2<sup>nd</sup>

Motion passed unanimously.

**Executive Session – Clerk/Business Manager Evaluation/Recommendation**

Went into closed session @ 7:18 p.m.

Approved Executive Minutes in closed session

Opened meeting @ 7:24 p.m.

**Recommendation for Clerk/Business Manager Evaluation**

Action Taken: Camille Wiegand, motion to approve Belinda's evaluation.

TJ Reifer 2<sup>nd</sup>

Motion passed unanimously.

**Executive Session – Superintendent Evaluation/Recommendation**

Went into closed session @ 7:25 p.m.

Approved Executive Minutes in closed session

DRAFT

**Opened meeting @ 7:28 p.m.**

**Recommendation for Superintendent Evaluation**

Action Taken: TJ Reifer, motion to approve Dave's evaluation.

Kristy Leach 2<sup>nd</sup>

Motion passed unanimously.

**Adjournment:**

Camille Wiegand, motion to adjourn the meeting

Kristy Leach 2<sup>nd</sup>

**Ken Steinke adjourned the meeting at 7:28 p.m.**

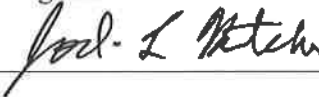
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**Ken Steinke, Board Chair**

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**Belinda K. Klick, Clerk**

Sun River Valley School District  
Board of Trustees  
JANUARY 12, 2021  
Regular Board Meeting  
Signup Sheet / Attendance

	Signature	Printed Name	Item of Concern
1.		Jodi Koterba	
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02/05/21  
17:02:20

SUN RIVER VALLEY SCHOOL  
Claim Approval List  
For the Accounting Period: 2/21

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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
4310		103040 AMERICAN FIDELITY ADMINISTRATIVE	100.00					
1		49871 01/15/21 JANUARY 2021 TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 173	100-2500	350	
2		49871 01/15/21 JANUARY 2021 TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 538	100-2500	350	
3		49871 01/15/21 JANUARY 2021 TIME & ELIGIBIL AMERICAN FIDELITY	25.00		101 657	100-2500	350	
		Claim Total for District	75.00					
4311		103263 ANCORA PUBLISHING	2,237.80					
1		103993 01/19/21 ACTIVE PART DVD	450.00	5364	115 402	423-1000	610	444
2		103993 01/19/21 EARLY STAGE	45.00	5364	115 402	423-1000	610	444
3		103993 01/19/21 EXPLICIT POSTERS	20.00	5364	115 402	423-1000	610	444
4		103993 01/19/21 WORDS FOR DVD	450.00	5364	115 402	423-1000	610	444
5		103993 01/19/21 BEHAVIOR ASSESSMENT	225.00	5364	115 402	423-1000	610	444
6		103993 01/19/21 GOLDEN DVD	100.00	5364	115 402	423-1000	610	444
7		103993 01/19/21 INTERVENTION 3RD EDITION	65.00	5364	115 402	423-1000	610	444
8		103993 01/19/21 LEADERSHIP 2ND EDITION	95.00	5364	115 402	423-1000	610	444
9		103993 01/19/21 MEANINGFUL WORK	45.00	5364	115 402	423-1000	610	444
10		103993 01/19/21 PARAPRO SUPPORTING	112.50	5364	115 402	423-1000	610	444
11		103993 01/19/21 ATTENDANCE CHALLENGES	34.95	5364	115 402	423-1000	610	444
12		103993 01/19/21 SUCCESS FOR SUBS	35.00	5364	115 402	423-1000	610	444
13		103993 01/19/21 TGUIDE ATTENDANCE	29.95	5364	115 402	423-1000	610	444
14		103993 01/19/21 TOUGH KID SS BOOK	35.00	5364	115 402	423-1000	610	444
15		103993 01/19/21 EVERY SECOND COUNTS	349.00	5364	115 402	423-1000	610	444
16		103993 01/19/21 SHIPPING	146.40	5364	115 402	423-1000	610	444
		Claim Total for District	2,237.80					
4312		102145 ANDERSON GLASS	472.72					
1		57431 02/21/21 SHOP WINDOW	118.18		101 538	100-2600	440	
		Claim Total for District	118.18					
4313		103087 APPLE INC	2,940.00					
1		AE16844231 01/14/21 10.2 IPAD 32G	2,940.00	5356	115	770-1000	682	771
		Claim Total for District	2,940.00					
4314		103173 APPLIED EDUCATIONAL SYSTEMS	599.00					
1		00015632 01/25/21 BUSINESS & IT CENTER21	599.00		115	420-1000	610	116
		Claim Total for District	599.00					
4315		101547 AQUA TECH LABORATORY	20.00					
1		34019 01/25/21 SIMMS MONTHLY COLIFORM WATER/SIMMS	5.00		101 538	100-2600	421	
		Claim Total for District	5.00					

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
4316	102744 AT & T MOBILITY	183.18					
1	STATEMENT 01/02/21 231-9449	45.79		101 173	100-2500	531	
2	STATEMENT 01/02/21 231-9449	45.80		101 538	100-2500	531	
	Claim Total for District	91.59					
4317	100850 BENEFIS HEALTHCARE	298.30					
4	74800036 12/02/20 PT SW, TRAVEL TIME & MILEAGE	156.90		101 173	280-2160	350	
5	74800036 12/16/20 PT SW, TRAVEL TIME & MILEAGE	141.40		101 173	280-2160	350	
	Claim Total for District	298.30					
4318	106 BUILDERS FIRSTSOURCE	367.75					
2	82703232 01/01/21 VELCRO TAPE	8.24		110 173	100-2700	610	
3	82703232 01/01/21 VELCRO TAPE	8.25		110 538	100-2700	610	
8	82825672 02/03/21 TRACK CHALKER WHEELS	7.50		101 538	720-3500	610	
	Claim Total for District	23.99					
4319	101989 CDW GOVERNMENT	7,610.00					
1	6908026 01/20/21 HP CHROMEBOOKS	6,639.60	5322	115	770-1000	682	771
3	69080826 01/20/21 HP CHROMEBOOKS	770.40		115	765-1000	682	765
4	LWXC829 02/05/21 CHROME LICENSES	200.00	5365	115	765-1000	682	765
	Claim Total for District	7,610.00					
4320	697 CRESCENT ELECTRIC	268.61					
1	S508672955 01/06/21 24 25 WATT LED	33.75		101 173	100-2600	610	
2	S508672955 01/06/21 24 25 WATT LED	33.75		101 538	100-2600	610	
4	S508672955 01/06/21 BALLAST	33.40		101 173	100-2600	610	
5	S508672955 01/06/21 BALLAST	33.40		101 538	100-2600	610	
	Claim Total for District	134.30					
4321	100945 CURTISS SERVICE CENTER	4,171.32					
1	JANUARY 01/30/21 FUEL	1,042.83		110 173	100-2700	624	
2	JANUARY 01/30/21 FUEL	1,042.83		110 538	100-2700	624	
	Claim Total for District	2,085.66					
4322	102561 DAVE MARZOLF	188.78					
1	JANUARY 02/04/21 MILEAGE 298 + PER DIEM	32.10		101 173	100-2300	582	
2	JANUARY 02/04/21 MILEAGE 298 + PER DIEM	32.09		101 538	100-2300	582	
3	JANUARY 02/04/21 MILEAGE 298 + PER DIEM	30.20		101 657	100-2300	582	
	Claim Total for District	94.39					
4323	429 DOUBLE G ENGRAVING	82.50					
1	20391 01/14/21 MHSA ENGRAVING & SIGNAGE	13.00		101 538	720-3500	610	
3	20430 02/04/21 SIGNAGE	7.62		101 538	720-3500	610	
	Claim Total for District	20.62					



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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4324	102789 DUSTY'S SPRINKLERS	9,947.70				
1	01/15/21 DSP-7 COMMERCIAL SERVICE PLAN	2,486.92		101 173	100-2600	350
2	01/15/21 DSP-7 COMMERCIAL SERVICE PLAN	2,486.93		101 538	100-2600	350
	Claim Total for District	4,973.85				
4325	181 FAIRFIELD TRUE VALUE HARDWARE	728.38				
1	144063 12/14/20 TAPE, PLASTIC, PIPE, WINDOW KI	15.55				
				101 173	100-2600	610
2	144063 12/14/20 TAPE, PLASTIC, PIPE, WINDOW KI	15.56		101 538	100-2600	610
4	144386 12/28/20 SCRAPPERS	3.94		101 173	100-2600	610
5	144386 12/28/20 SCRAPPERS	3.95		101 538	100-2600	610
7	144437 01/05/21 HOSES	15.24		101 173	100-2600	610
8	144437 01/05/21 HOSES	15.24		101 538	100-2600	610
10	144463 01/11/21 VELCRO, HANGERS, GLUE, EXT COR	37.92		101 173	100-2600	610
11	144463 01/11/21 VELCRO, HANGERS, GLUE, EXT COR	37.92		101 538	100-2600	610
13	144495 01/13/21 LIGHTS & STRAPS	46.74		101 173	100-2600	610
14	144495 01/13/21 LIGHTS & STRAPS	46.74		101 538	100-2600	610
16	144528 01/18/21 BATTERIES & LIGHTS	4.99		101 173	100-2600	610
17	144528 01/18/21 BATTERIES & LIGHTS	5.00		101 538	100-2600	610
19	144574 01/25/21 OIL, WD-40, PUMP, PLUMBING	57.69		101 173	100-2600	610
20	144574 01/25/21 OIL, WD-40, PUMP, PLUMBING	57.70		101 538	100-2600	610
	Claim Total for District	364.18				
4327	102566 GREAT FALLS MEDICAL SERVICES, LLP	160.00				
1	27146 01/15/21 CP DOT PHYSICAL	40.00		110 173	100-2700	350
2	27146 01/15/21 CP DOT PHYSICAL	40.00		110 538	100-2700	350
	Claim Total for District	80.00				
4328	103248 HARLOW'S TRUCK CENTER - MISSOULA	1,321.91				
1	02P2730 01/21/21 PUMP, BOOSTER	84.64		110 173	100-2700	610
2	02P2730 01/21/21 PUMP, BOOSTER	84.65		110 538	100-2700	610
4	02P2612 01/22/21 NAVISTAR RADIATOR	245.83		110 173	100-2700	610
5	02P2612 01/22/21 NAVISTAR RADIATOR	245.83		110 538	100-2700	610
	Claim Total for District	660.95				
4329	680 HOBART SALES & SERVICE	467.55				
1	ZC154101 01/27/21 HATCO BOOSTER	116.88		112 173	910-3100	440
2	ZC154101 01/27/21 HATCO BOOSTER	233.78		112 174	910-3100	440
3	ZC154101 01/27/21 HATCO BOOSTER	116.89		112 538	910-3100	440
	Claim Total for District	467.55				
4330	101583 HOME DEPOT CREDIT SERVICES	576.76				
1	01/06/21 WIPES, COMPACT FRIDGE, CARPET	144.19		101 173	100-2600	610
2	01/06/21 WIPES, COMPACT FRIDGE, CARPET	144.19		101 538	100-2600	610
	Claim Total for District	288.38				

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4331	103214 HUBERT COMPANY	535.94				
1	263866 01/11/21 TUMBLERS	108.24		115	765-3100	610 765
2	277849 01/20/21 GLOVES, FOOD BOXES & APRONS	427.70		115	765-3100	610 765
	Claim Total for District	535.94				
4332	101931 I-STATE TRUCK CENTER	4,523.64				
1	R252043841 01/19/21 2011: DOOR, HEATERS & LIGH	1,018.98		110 173	100-2700	440
2	R252043841 01/19/21 2011: DOOR, HEATERS & LIGH	1,018.98		110 538	100-2700	440
4	C252134020 01/20/21 CONNECTORS & HARNESS	1.93		110 173	100-2700	610
5	C252134020 01/20/21 CONNECTORS & HARNESS	1.94		110 538	100-2700	610
7	C252134195 01/29/21 MIRROR HEAD & BOOSTER	109.99		110 173	100-2700	610
8	C252134195 01/29/21 MIRROR HEAD & BOOSTER	110.00		110 538	100-2700	610
	Claim Total for District	2,261.82				
4334	651 J & V RESTAURANT	160.00				
1	408378 01/29/21 SEMI ANNUAL HOOD SUPPRESSION MAINTENANCE CONTRACT SERVICES	30.00		101 173	100-2600	350
2	408378 01/29/21 SEMI ANNUAL HOOD SUPPRESSION MAINTENANCE CONTRACT SERVICES	30.00		101 538	100-2600	350
4	408378 01/29/21 AMEREX FUSE LINE MAINTENANCE CONTRACT SERVICES	10.00		101 173	100-2600	350
5	408378 01/29/21 AMEREX FUSE LINE	10.00		101 538	100-2600	350
	Claim Total for District	80.00				
4335	307 KELLEY CONNECT	150.00				
1	778689 01/14/21 OKI PRINTER JAM	25.50		101 173	100-2500	350
2	778689 01/14/21 OKI PRINTER JAM	25.50		101 538	100-2500	350
3	778689 01/14/21 OKI PRINTER JAM	24.00		101 657	100-2500	350
	Claim Total for District	75.00				
4336	103221 K12 MONTANA, INC.	44,551.51				
1	1132 02/01/21 MANAGED SERVICES AGREEMENT K12 MONTANA INC	594.27		101 173	100-2300	355
2	1132 02/01/21 MANAGED SERVICES AGREEMENT K12 MONTANA INC	594.28		101 538	100-2300	355
3	1132 02/01/21 MANAGED SERVICES AGREEMENT K12 MONTANA INC	559.32		101 657	100-2300	355
5	1128 02/01/21 INDOOR DOME CAMERAS & SET UP	32,830.62		115	765-1000	682 765
6	1128 02/01/21 INDOOR DOME CAMERAS & SET UP	2,741.71		101 173	100-1000	682
7	1128 02/01/21 INDOOR DOME CAMERAS & SET UP	2,741.71		101 538	100-1000	682
	Claim Total for District	40,061.91				
4337	102998 LUKE MCKINLEY	195.62				
1	DECEMBER 01/29/21 MILEAGE 124	17.82		101 538	100-2400	582
3	JANUARY 01/29/21 MILEAGE 222	31.08		101 538	100-2400	582
	Claim Total for District	48.90				

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Elementary School

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
4338	735 MCGRAW-HILL SCHOOL EDUCATION	6,003.47					
1	1161132160 01/25/21 GLENCOE PHYSICAL SCIENCE	5,550.00	5363	115 404 423-1000		640 444	
2	1161132160 01/25/21 SHIPPING	315.97	5363	115 404 423-1000		640 444	
3	21-1936-44 02/05/21 HS ALL COURSES	137.50	5366	115 765-1000		682 765	
	Claim Total for District	6,003.47					
4339	87 MID-AMERICAN RESEARCH CHEMICAL	2,417.02					
1	0721222 01/07/21 QUATRA CIDE	98.67		101 173 100-2600		610	
2	0721222 01/07/21 QUATRA CIDE	98.68		101 538 100-2600		610	
4	0721698 01/13/21 GLOVES	102.86		101 173 100-2600		610	
5	0721698 01/13/21 GLOVES	102.87		101 538 100-2600		610	
7	0721699 01/13/21 DISINFECTANT TOWELS	148.47		101 173 100-2600		610	
8	0721699 01/13/21 DISINFECTANT TOWELS	148.48		101 538 100-2600		610	
10	0721844 01/14/21 GLOVES	254.23		101 173 100-2600		610	
11	0721844 01/14/21 GLOVES	254.24		101 538 100-2600		610	
	Claim Total for District	1,208.50					
4340	103005 MISSION ELECTRIC, LLC	955.00					
2	3107 02/02/21 T-5 LED LAMPS SIMMS GYM	358.12		101 538 100-2600		350	
	Claim Total for District	358.12					
4341	101179 MONTANA RURAL WATER SYSTEMS	75.00					
1	1082 02/01/21 2021 SIMMS MEMBERSHIP DUES	37.50		101 538 100-2600		421	
	WATER/SIMMS						
	Claim Total for District	37.50					
4342	871 MOUNTAIN VIEW COOP	136.00					
1	224274 01/08/21 BUS #5: AIR BRAKE, BRASS TEE,	7.50		110 173 100-2700		610	
2	224274 01/08/21 BUS #5: AIR BRAKE, BRASS TEE,	7.50		110 538 100-2700		610	
4	224932 01/25/21 ARTIC EXTREME & WASHER FLUID	26.50		110 173 100-2700		610	
5	224932 01/25/21 ARTIC EXTREME & WASHER FLUID	26.50		110 538 100-2700		610	
	Claim Total for District	68.00					
4343	613 NATIONAL LAUNDRY CO	2,210.38					
1	40612 01/05/21 TOWELS, MATS, DUST MOP, LAUNDR	74.30		101 538 100-2600		610	
3	44180 01/19/21 TOWELS, MATS, DUST MOP, LAUNDR	95.28		101 538 100-2600		610	
5	40613 01/05/21 TOWELS, MATS, DUST MOP, LAUNDR	46.60		101 173 100-2600		610	
6	44181 01/19/21 TOWELS, MATS, DUST MOP, LAUNDR	72.38		101 173 100-2600		610	
7	S67589 01/25/21 FIN LDY NOG	12.00		101 173 100-2600		610	
8	S42426 01/07/21 JUMBO MERFIN, FOAM SOAP, WIPES	350.26		101 173 100-2600		610	
9	S42426 01/07/21 JUMBO MERFIN, FOAM SOAP, WIPES	350.26		101 538 100-2600		610	
	Claim Total for District	1,001.08					
4344	93 NORTHWESTERN ENERGY	4,664.75					
1	07158645 01/20/21 123 WALKER STREET	48.82		101 538 100-2600		411	
3	07158652 01/20/21 123 WALKER STREET	636.63		101 538 100-2600		411	

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
5		07158678 01/20/21 6 OLD FORT SHAW ROAD	825.91		101 173	100-2600	411	
6		07158686 01/20/21 10 OLD FORT SHAW ROAD	34.88		101 173	100-2600	411	
7		07158744 01/20/21 295 LARGENT STREET SR GYM	153.43		101 173	100-2600	411	
8		07158744 01/20/21 295 LARGENT STREET SR GYM	153.44		101 538	100-2600	411	
10		11025236 01/20/21 LOT 51 SOUTH HELPER	61.49		110 173	100-2700	411	
11		11025236 01/20/21 LOT 51 SOUTH HELPER	61.50		110 538	100-2700	411	
13		19432947 01/20/21 12 OLD FORT SHAW ROAD	60.14		101 173	100-2600	411	
14		19432970 01/20/21 14 OLD FORT SHAW ROAD	39.24		101 173	100-2600	411	
15		19932771 01/20/21 123 WALKER STREET	22.96		101 538	100-2600	411	
17		1549363-8 01/13/21 1 SCHOOL LOOP ROAD	11.20		101 173	100-2600	411	
		Claim Total for District	2,109.64					
4345		103188 NORTH 40 OUTFITTERS	142.80					
1		760894/1 12/31/20 FUSES, BRAKE FLUID, GLUE, TA	35.70		101 173	100-2600	610	
2		760894/1 12/31/20 FUSES, BRAKE FLUID, GLUE, TA	35.70		101 538	100-2600	610	
		Claim Total for District	71.40					
4347		906 PURCHASE POWER	500.00					
1		STATEMENT 01/25/21 POSTAGE	125.00		101 173	100-2500	532	
2		STATEMENT 01/25/21 POSTAGE	125.00		101 538	100-2500	532	
		Claim Total for District	250.00					
4348		109 QUILL CORPORATION	1,881.02					
1		13929444 01/18/21 LAMINATION 3 MIL	330.58		115	420-1000	610	116
2		13929859 01/18/21 LAMINATION 3 MIL	330.58		115	420-1000	610	116
3		14137569 01/26/21 8.5' X 11 PAPER (32 BOXES)	196.23		101 173	100-2500	610	
4		14137569 01/26/21 8.5' X 11 PAPER (32 BOXES)	196.23		101 538	100-2500	610	
5		14137569 01/26/21 8.5' X 11 PAPER (32 BOXES)	184.69		101 657	100-2500	610	
7		14137569 01/26/21 HEAVY DUTY HOLE PUNCH	65.56		115	420-1000	610	116
		Claim Total for District	1,303.87					
4349		103002 REBECCA BOUCHER	237.46					
1		AUGUST 01/18/21 MILEAGE 42	4.10					
					101 173	100-1000	581	
2		AUGUST 01/18/21 MILEAGE 42	4.11		101 538	100-1000	581	
3		AUGUST 01/18/21 MILEAGE 42	3.86		101 657	100-1000	581	
5		SEPTEMBER 01/18/21 MILEAGE 119	11.63		101 173	100-1000	581	
6		SEPTEMBER 01/18/21 MILEAGE 119	11.63		101 538	100-1000	581	
7		SEPTEMBER 01/18/21 MILEAGE 119	10.95		101 657	100-1000	581	
9		OCTOBER 01/18/21 MILEAGE 119	11.63		101 173	100-1000	581	
10		OCTOBER 01/18/21 MILEAGE 119	11.63		101 538	100-1000	581	
11		OCTOBER 01/18/21 MILEAGE 119	10.95		101 657	100-1000	581	
13		NOVEMBER 01/18/21 MILEAGE 35	3.42		101 173	100-1000	581	
14		NOVEMBER 01/18/21 MILEAGE 35	3.42		101 538	100-1000	581	
15		NOVEMBER 01/18/21 MILEAGE 35	3.22		101 657	100-1000	581	
17		DECEMBER 01/18/21 MILEAGE 98	9.57		101 173	100-1000	581	
18		DECEMBER 01/18/21 MILEAGE 98	9.58		101 538	100-1000	581	

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
19	DECEMBER 01/18/21 MILEAGE 98	9.02		101 657	100-1000	581
	Claim Total for District	118.72				
4350	936 REPUBLIC SERVICES	660.45				
1	255883 01/31/21 301 LARGENT STREET SUN RIVER	7.87		101 173	100-2600	431
2	255883 01/31/21 301 LARGENT STREET SUN RIVER	7.88		101 538	100-2600	431
4	257895 01/31/21 1 SCHOOL LOOP ROAD FORT SHAW	186.90		101 173	100-2600	431
5	255925 01/31/21 123 WALKER STREET SIMMS	110.51		101 538	100-2600	431
	Claim Total for District	313.16				
4351	102539 RKL CONSTRUCTION, LLC	1,510.09				
1	013121-03 01/31/21 BOYS RR & LOCKER TRIM	377.52		101 538	100-2600	440
	Claim Total for District	377.52				
4352	103257 RACHAEL HAYES	3,217.53				
1	JAN-FEB 02/05/21 TRANSPORTATION	3,217.53	5367	113 173	280-2700	514
	Claim Total for District	3,217.53				
4354	301 SCHOOL SPECIALTY INC.	149.44				
1	2081268482 01/21/21 DIVIDERS FOR WRITING MCLP	149.44		115 402	423-1000	610 444
	Claim Total for District	149.44				
4355	102634 SNAP ON TOOLS	623.00				
1	0122215778 01/22/21 WRENCH 17MM & ORG SOCKET	47.25		110 173	100-2700	610
2	0122215778 01/22/21 WRENCH 17MM & ORG SOCKET	47.25		110 538	100-2700	610
4	1023205589 01/22/21 GRIPPER, FILTER WRENCH, SN	108.50		110 173	100-2700	610
5	1023205589 01/22/21 GRIPPER, FILTER WRENCH, SN	108.50		110 538	100-2700	610
	Claim Total for District	311.50				
4356	128 SUN RIVER ELECTRIC	4,118.26				
1	245963 01/11/21 FOOTBALL FIELD LIGHTS/BOARD	22.76		101 538	100-2600	412
3	247650 01/11/21 SIMMS SCHOOL	462.71		101 538	100-2600	412
5	305182 01/11/21 BUS SHOP	51.96		110 173	100-2700	412
6	305182 01/11/21 BUS SHOP	51.97		110 538	100-2700	412
8	247647 01/11/21 KITCHEN SERVICE	158.88		101 173	100-2600	412
9	247647 01/11/21 KITCHEN SERVICE	158.89		101 538	100-2600	412
11	249709 01/11/21 LAUNDRY ROOM	105.66		101 173	100-2600	412
12	262462 01/11/21 SUN RIVER GYM	32.99		101 173	100-2600	412
13	262462 01/11/21 SUN RIVER GYM	33.00		101 538	100-2600	412
15	249565 01/11/21 FORT SHAW SCHOOL	1,041.56		101 173	100-2600	412
16	249692 01/11/21 #1 TEACHERAGE	53.77		101 173	100-2600	412
	Claim Total for District	2,174.15				
4357	102593 TAYLOR SEPTIC & EXCAVATING	1,200.00				
1	01/26/20 JAN 15TH & JAN 26TH 3000 GALLO	1,200.00		101 173	100-2600	350
	MAINTENANCE CONTRACT SERVICES					
	Claim Total for District	1,200.00				

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4359	346 TWO BUTTES WATER USER ASSOCIATION	180.00				
1	2439 02/01/21 CLASS 1 WATER SERVI WATER/ELEMENTARY	120.00		101 173	100-2600	421
2	2439 02/01/21 EMERGENCY REPAIR FUN WATER/ELEMENTARY	5.00		101 173	100-2600	421
3	2439 02/01/21 CLASS 3 WATER SERVIC WATER/ELEMENTARY	50.00		101 173	100-2600	421
4	2439 02/01/21 EMERGENCY REPAIR FUN WATER/ELEMENTARY	5.00		101 173	100-2600	421
Claim Total for District		180.00				
4360	141 UNIVERSAL ATHLETICS	31.43				
1	502-003780 01/14/21 MUELLER MORE SKIN	26.15		101 538	720-3500	610
3	502-003781 01/18/21 MAT TAPE	13.71		101 538	720-3500	610
5	502-000348 CREDIT	-32.00		101 538	720-3500	610
Claim Total for District		7.86				
Total Elementary School		86,693.77				

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4310	103040 AMERICAN FIDELITY ADMINISTRATIVE	100.00				
4	49871 01/15/21 JANUARY 2021 TIME & ELIGIBIL AMERICAN FIDELITY	25.00		201 174	100-2500	350
	Claim Total for District	25.00				
4312	102145 ANDERSON GLASS	472.72				
2	57431 02/21/21 SHOP WINDOW	354.54		201 174	100-2600	440
	Claim Total for District	354.54				
4315	101547 AQUA TECH LABORATORY	20.00				
2	34019 01/25/21 SIMMS MONTHLY COLIFORM WATER/SIMMS	15.00		201 174	100-2600	421
	Claim Total for District	15.00				
4316	102744 AT & T MOBILITY	183.18				
3	STATEMENT 01/02/21 231-9449	91.59		201 174	100-2500	531
	Claim Total for District	91.59				
4318	106 BUILDERS FIRSTSOURCE	367.75				
1	82693955 01/10/21 TORX DRV BIT, SCREWS, HOOKS,	251.79		215	327-1000	610 601
4	82703232 01/01/21 VELCRO TAPE	16.50		210 174	100-2700	610
5	82744631 01/19/21 PLUG SCREW & OAK	8.18		215	327-1000	610 601
6	82806280 01/31/21 DUCT TAPE, BREAKERS, HINGES	32.75		215	327-1000	610 601
7	82825672 02/03/21 FINISH NAILS & CEMENT	12.05		215	327-1000	610 601
9	82825672 02/03/21 TRACK CHALKER WHEELS	22.49		201 174	720-3500	610
	Claim Total for District	343.76				
4320	697 CRESCENT ELECTRIC	268.61				
3	S508672955 01/06/21 24 25 WATT LED	67.50				
				201 174	100-2600	610
6	S508672955 01/06/21 BALLAST	66.81		201 174	100-2600	610
	Claim Total for District	134.31				
4321	100945 CURTISS SERVICE CENTER	4,171.32				
3	JANUARY 01/30/21 FUEL	2,085.66		210 174	100-2700	624
	Claim Total for District	2,085.66				
4322	102561 DAVE MARZOLF	188.78				
4	JANUARY 02/04/21 MILEAGE 298 + PER DIEM	94.39		201 174	100-2300	582
	Claim Total for District	94.39				
4323	429 DOUBLE G ENGRAVING	82.50				
2	20391 01/14/21 MHSA ENGRAVING & SIGNAGE	39.00		201 174	720-3500	610
4	20430 02/04/21 SIGNAGE	22.88		201 174	720-3500	610
	Claim Total for District	61.88				

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4324	102789 DUSTY'S SPRINKLERS	9,947.70				
3	01/15/21 DSP-7 COMMERCIAL SERVICE PLAN	4,973.85		201 174 100-2600		350
	Claim Total for District	4,973.85				
4325	181 FAIRFIELD TRUE VALUE HARDWARE	728.38				
3	144063 12/14/20 TAPE, PLASTIC, PIPE, WINDOW KI	31.12				
				201 174 100-2600		610
6	144386 12/28/20 SCRAPPERS	7.89		201 174 100-2600		610
9	144437 01/05/21 HOSES	30.48		201 174 100-2600		610
12	144463 01/11/21 VELCRO, HANGERS, GLUE, EXT COR	75.85		201 174 100-2600		610
15	144495 01/13/21 LIGHTS & STRAPS	93.48		201 174 100-2600		610
18	144528 01/18/21 BATTERIES & LIGHTS	9.99		201 174 100-2600		610
21	144574 01/25/21 OIL, WD-40, PUMP, PLUMBING	115.39		201 174 100-2600		610
	Claim Total for District	364.20				
4326	102941 FLY GIRLZ EMBROIDERY	720.00				
1	797206 01/21/21 (72) HENLEY'S EMBROIDERED	720.00		201 2 100-1050		610
	Claim Total for District	720.00				
4327	102566 GREAT FALLS MEDICAL SERVICES, LLP	160.00				
3	27146 01/15/21 CP DOT PHYSICAL	80.00		210 174 100-2700		350
	Claim Total for District	80.00				
4328	103248 HARLOW'S TRUCK CENTER - MISSOULA	1,321.91				
3	02P2730 01/21/21 PUMP, BOOSTER	169.29		210 174 100-2700		610
6	02P2612 01/22/21 NAVISTAR RADIATOR	491.67		210 174 100-2700		610
	Claim Total for District	660.96				
4330	101583 HOME DEPOT CREDIT SERVICES	576.76				
3	01/06/21 WIPES, COMPACT FRIDGE, CARPET	288.38		201 174 100-2600		610
	Claim Total for District	288.38				
4332	101931 I-STATE TRUCK CENTER	4,523.64				
3	R252043841 01/19/21 2011: DOOR, HEATERS & LIGH	2,037.96		210 174 100-2700		440
6	C252134020 01/20/21 CONNECTORS & HARNESS	3.87		210 174 100-2700		610
9	C252134195 01/29/21 MIRROR HEAD & BOOSTER	219.99		210 174 100-2700		610
	Claim Total for District	2,261.82				
4333	102817 JENNIFER HAZENBERG	29.70				
1	SMITH'S 01/12/21 FCS SUPPLIES	29.70		201 2 100-1048		610 116
	Claim Total for District	29.70				
4334	651 J & V RESTAURANT	160.00				
3	408378 01/29/21 SEMI ANNUAL HOOD SUPPRESSION	60.00		201 174 100-2600		350
	MAINTENANCE CONTRACT SERVICES					
6	408378 01/29/21 AMEREX FUSE LINE	20.00		201 174 100-2600		350
	Claim Total for District	80.00				



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4335	307 KELLEY CONNECT	150.00				
4	778689 01/14/21 OKI PRINTER JAM	75.00		201 174 100-2500		350
	Claim Total for District	75.00				
4336	103221 K12 MONTANA, INC.	44,551.51				
4	1132 02/01/21 MANAGED SERVICES AGREEMENT	1,747.88		201 174 100-2300		355
	K12 MONTANA INC					
8	1128 02/01/21 INDOOR DOME CAMERAS & SET UP	2,741.72		201 174 100-1000		682
	Claim Total for District	4,489.60				
4337	102998 LUKE MCKINLEY	195.62				
2	DECEMBER 01/29/21 MILEAGE 124	53.48		201 174 100-2400		582
4	JANUARY 01/29/21 MILEAGE 222	93.24		201 174 100-2400		582
	Claim Total for District	146.72				
4339	87 MID-AMERICAN RESEARCH CHEMICAL	2,417.02				
3	0721222 01/07/21 QUATRA CIDE	197.36		201 174 100-2600		610
6	0721698 01/13/21 GLOVES	205.73		201 174 100-2600		610
9	0721699 01/13/21 DISINFECTANT TOWELS	296.95		201 174 100-2600		610
12	0721844 01/14/21 GLOVES	508.48		201 174 100-2600		610
	Claim Total for District	1,208.52				
4340	103005 MISSION ELECTRIC, LLC	955.00				
3	3107 02/02/21 T-5 LED LAMPS SIMMS GYM	596.88		201 174 100-2600		350
	Claim Total for District	596.88				
4341	101179 MONTANA RURAL WATER SYSTEMS	75.00				
2	1082 02/01/21 2021 SIMMS MEMBERSHIP DUES	37.50		201 174 100-2600		421
	WATER/SIMMS					
	Claim Total for District	37.50				
4342	871 MOUNTAIN VIEW COOP	136.00				
3	224274 01/08/21 BUS #5: AIR BRAKE, BRASS TEE,	15.00		210 174 100-2700		610
6	224932 01/25/21 ARTIC EXTREME & WASHER FLUID	53.00		210 174 100-2700		610
	Claim Total for District	68.00				
4343	613 NATIONAL LAUNDRY CO	2,210.38				
2	40612 01/05/21 TOWELS, MATS, DUST MOP, LAUNDR	222.92		201 174 100-2600		610
4	44180 01/19/21 TOWELS, MATS, DUST MOP, LAUNDR	285.85		201 174 100-2600		610
10	S42426 01/07/21 JUMBO MERFIN, FOAM SOAP, WIPES	700.53		201 174 100-2600		610
	Claim Total for District	1,209.30				
4344	93 NORTHWESTERN ENERGY	4,664.75				
2	07158645 01/20/21 123 WALKER STREET	146.48		201 174 100-2600		411
4	07158652 01/20/21 123 WALKER STREET	1,909.88		201 174 100-2600		411
9	07158744 01/20/21 295 LARGENT STREET SR GYM	306.88		201 174 100-2600		411

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12		11025236 01/20/21 LOT 51 SOUTH HELPER	122.99		210 174	100-2700	411
16		19932771 01/20/21 123 WALKER STREET	68.88		201 174	100-2600	411
		Claim Total for District	2,555.11				
4345		103188 NORTH 40 OUTFITTERS	142.80				
3		760894/1 12/31/20 FUSES, BRAKE FLUID, GLUE, TA	71.40		201 174	100-2600	610
		Claim Total for District	71.40				
4346		102699 PSAT/NMSQT	153.00				
1		382169546A 01/08/21 (20) PSAT TESTS	153.00		201 174	100-2400	810
		Claim Total for District	153.00				
4347		906 PURCHASE POWER	500.00				
3		STATEMENT 01/25/21 POSTAGE	250.00		201 174	100-2500	532
		Claim Total for District	250.00				
4348		109 QUILL CORPORATION	1,881.02				
6		14137569 01/26/21 8.5' X 11 PAPER (32 BOXES)	577.15		201 174	100-2500	610
		Claim Total for District	577.15				
4349		103002 REBECCA BOUCHER	237.46				
4		AUGUST 01/18/21 MILEAGE 42	12.08				
					201 174	100-1000	581
8		SEPTEMBER 01/18/21 MILEAGE 119	34.21		201 174	100-1000	581
12		OCTOBER 01/18/21 MILEAGE 119	34.21		201 174	100-1000	581
16		NOVEMBER 01/18/21 MILEAGE 35	10.06		201 174	100-1000	581
20		DECEMBER 01/18/21 MILEAGE 98	28.18		201 174	100-1000	581
		Claim Total for District	118.74				
4350		936 REPUBLIC SERVICES	660.45				
3		255883 01/31/21 301 LARGENT STREET SUN RIVER	15.75		201 174	100-2600	431
6		255925 01/31/21 123 WALKER STREET SIMMS	331.54		201 174	100-2600	431
		Claim Total for District	347.29				
4351		102539 RKL CONSTRUCTION, LLC	1,510.09				
2		013121-03 01/31/21 BOYS RR & LOCKER TRIM	1,132.57		201 174	100-2600	440
		Claim Total for District	1,132.57				
4353		102803 SARA DAVIDSON	174.14				
2		ALBERTSON 01/29/21 S/D STATE MEALS	174.14		201 174	720-3500	582
		Claim Total for District	174.14				
4355		102634 SNAP ON TOOLS	623.00				
3		0122215778 01/22/21 WRENCH 17MM & ORG SOCKET	94.50		210 174	100-2700	610
6		1023205589 01/22/21 GRIPPER, FILTER WRENCH, SN	217.00		210 174	100-2700	610
		Claim Total for District	311.50				

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
4356		128 SUN RIVER ELECTRIC	4,118.26					
2		245963 01/11/21 FOOTBALL FIELD LIGHTS/BOARD	68.28		201 174	100-2600	412	
4		247650 01/11/21 SIMMS SCHOOL	1,388.13		201 174	100-2600	412	
7		305182 01/11/21 BUS SHOP	103.94		210 174	100-2700	412	
10		247647 01/11/21 KITCHEN SERVICE	317.77		201 174	100-2600	412	
14		262462 01/11/21 SUN RIVER GYM	65.99		201 174	100-2600	412	
		Claim Total for District	1,944.11					
4358		103034 TOOL BOX, INC	2,696.90					
1		269102 01/19/21 SAWSTOP	2,619.00		215	453-1000	610 868	
2		269102 01/19/21 BENCH GRINDERS	77.90		215	327-1000	610 601	
		Claim Total for District	2,696.90					
4360		141 UNIVERSAL ATHLETICS	31.43					
2		502-003780 01/14/21 MUELLER MORE SKIN	78.45		201 174	720-3500	610	
4		502-003781 01/18/21 MAT TAPE	41.12		201 174	720-3500	610	
6		502-000348 CREDIT	-96.00		201 174	720-3500	610	
		Claim Total for District	23.57					
4361		141 UNIVERSAL ATHLETICS	1,269.47					
1		502-003765 01/25/21 Kennedy Montser Mop	280.80	5362	201 174	720-3500	610	
2		502-003765 01/25/21 Kennedy Clean REP Pad	38.58	5362	201 174	720-3500	610	
3		502-003765 01/25/21 Kennedy Shield (Case) 18o	180.96	5362	201 174	720-3500	610	
4		502-003765 01/25/21 SMD Sole Mat tray	329.99	5362	201 174	720-3500	610	
5		502-003765 01/25/21 SHIPPING	119.17		201 174	720-3500	610	
6		502-003773 01/28/21 UNDER ARMOUR JACKETS & POL	291.32		201 174	720-3500	610	
7		502-003792 01/29/21 ANTI WHIP NET HEAVY DUTY	28.65		201 174	720-3500	610	
		Claim Total for District	1,269.47					
		Total High School	32,121.51					

02/04/21  
16:01:04

SIMMS HIGH SCHOOL  
Reconciliation Report for 01/01/21 to 01/29/21

Page: 1 of 1  
Report ID: S100R

Statement of Activity Closing Balance 100038.58  
Plus Outstanding Checks 4228.50  
Minus Outstanding Deposits 0.00

Balance 104267.08

Minus Receipts in Transit 0.00

Statement Balance 104267.08

*OK January Bank Statement*

Debits

Checks Cleared 5463.28  
Misc Charges 697.72

Total Debits 6161.00 ✓

Credits

Deposits Cleared 11406.91  
Misc Earnings 0.00

Total Credits 11406.91 ✓

02/04/21  
18:01:24

SIMMS HIGH SCHOOL  
Statement of Activity by Account Group for 01/01/21 to 01/29/21

Page: 1 of 1  
Report ID: S100G

Account Group	Opening Balance	Disbursed (-)	Receipts		Transfers (+)	Invest (+)	Misc.		Closing Balance
			in Transit (+)	Deposits (+)			Earnings (+)	Charges (-)	
300 SIMMS HIGH SCHOOL	95963.78	6634.39	0.00	11406.91	0.00	0.00	0.00	697.72	100038.58
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 Account	95963.78	6634.39	0.00	11406.91	0.00	0.00	0.00	697.72	100038.58
Bank Account Totals	95963.78	6634.39	0.00	11406.91	0.00	0.00	0.00	697.72	100038.58

Bank Balance 100038.58  
Plus Outstanding Checks 4228.50  
Minus Outstanding Deposits 0.00  
Balance 104267.08

Minus Receipts in Transit 0.00  
Statement Balance 104267.08

*Bank Statement*

02/04/21  
12:06:01

FORT SHAW ELEMENTARY SCHOOL  
Reconciliation Report for 01/01/21 to 01/29/21

Page: 1 of 1  
Report ID: S100R

Statement of Activity Closing Balance	16913.65
Plus Outstanding Checks	0.00
Minus Outstanding Deposits	0.00
Balance	16913.65
Minus Receipts in Transit	0.00
Statement Balance	16913.65

Debits	
Checks Cleared	266.78
Misc Charges	0.00
Total Debits	266.78 ✓

Credits	
Deposits Cleared	0.00
Misc Earnings	0.00
Total Credits	0.00 ✓

*as January Bank Statement*

*OK*

**Sun River Valley School District**

**Meeting Date: February 9, 2021**

**Category: Correspondence—Action**

**Agenda Item: 3 a**

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
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.

Classified 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:**

Julie Ann Crookston  
152 Leistikio Rd  
Sun River, MT 59483  
(406)799-8526

January 23, 2021

Mrs. Shianne Curry  
Principal, FSES  
Mr. Billy Stafford  
Head of Maintenance  
Sun River Valley School District  
123 Walker Street  
Simms, MT 59477

Dear Shianne and Billy,

I am writing to let you know that I will official retire as of March 9, 2021. The day after my doctors note comes to an end.

I have enjoyed working for the SRVSD these past 20 years. However, it is now time to retire and move into my next stage of life - being a fulltime Grandmother.

Sincerely,

*Julie Ann Crookston*

Julie Ann Crookston

RECEIVED  
JAN 25 2021

BY: *David P. Murphy*



**Sun River Valley School District**

**Meeting Date: February 9, 2021**

**Category: Discussion**

**Agenda Item: 4**

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

**Topic:**

**Background:**

**Discussion:**

**Recommendations:**

**Financial Impact:**

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Reports**

**Agenda Item: 5**

### **Topic:**

Agenda Reports

### **Background:**

Committees and Administration are given time to report on district activities

**Discussion:** Facilities, Transportation, Student Council, Colony, PK-5 Principal, Head Maintenance, 6-12 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) 2645586 / Fax (406) 264-5146**

**Mrs. Shianne Currey-Principal/ (pK-5)**

---

## **"Home of the Tiger Cubs"**

**Board Meeting 7:00 P.M.  
Tuesday, February 9th, 2021**

### **Elementary Principal Report**

#### **Building Report**

- **Congratulate teacher team on increase in student achievement. Data indicates 0% students are in tier III down from 23% in September.**
- **Cookie dough fundraiser was a success**
- **Northcentral Learning has completed their 2021 Child Find**
- **Little Guy Wrestling (modified version) started on 2/2/21**

**Edgenuity- 0 students**

# **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)**

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**"Home of the Tigers"**

**Board Meeting 7:00 P.M.  
Tuesday, February 9, 2021**

**6-12 Principal Report**

**Building Report**

Literacy 6-12.

Covid-19 and School.

Student Council Report.

**Athletics/Activities Report**

MHSA activities and news.

Post Season Discussion.

Feb 18 – 19 – 20 Boys Tournament at Simms.

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Public Comment/Non Action Item**

**Agenda Item: 6**

### **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 time 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.

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Old Business - Action**

**Agenda Item: 7**

**Topic:**

**Background:**

**Discussion:**

	Steinke	Rushton	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: New Business— Action**

**Agenda Item: 8 a**

### **Topic:**

MTSBA Policy Update/MTSBA Policy Maintenance LR 130 and I-190

### **Background:**

The voters approved these two measures. School districts will now adjust operations to ensure compliance with these laws. This begins with a review of district policies. The updated MTSBA Models that are attached are consistent with the laws as described above. School districts should review and adopt the updates to ensure compliance and avoid confusion. MTSBA is available to assist with these processes. As the implementation of the new statutes continues with rulemaking or court interpretations, MTSBA will adjust model policies as needed.

### **Discussion:**

Please see attached policies in the packet

**See Policy Notes**

SUN RIVER VALLEY PUBLIC SCHOOLS  
DISTRICT #55 & F

MTSBA Policy Maintenance Program Member,

On January 1, 2021, Legislative Referendum 130 and Initiative 190, as approved by the voters on November 3, 2020, became law. LR-130 generally restricts a county, city, town, consolidated local government, or other local government unit's authority to regulate the carrying of firearms. I-190 legalizes the possession and use of limited amounts of marijuana for adults over the age of 21. These two statutory changes have a direct relationship to school district operations and the enforcement of school district policy.

As a member of the MTSBA Policy Maintenance Program, MTSBA provides the Microsoft word versions of the updates to district policy based on these changes to the law. The pdf file is the marked up version of the policy updates in a single document. Please contact me when your board of trustees has completed the adoption process for these updates. MTSBA staff will then update the district's policy manuals with any needed customization and post a new manual on MTSBA.org and update the files in dropbox.

A summary of these updates is included below:

LR-130

Article X, Section 8, of the Montana Constitution authorizes school boards of trustees to exercise supervision and control over the schools in each district as provided by law. When determining how LR-130 affected the authority boards have on the issue of governing the presence of weapons in school buildings and on school property, there are several statutes to review.

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 also 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.

LR-130 did amend Section 45-8-351, MCA, as follows:

(2) (a) For public safety purposes, a city or town may regulate the discharge of rifles, shotguns, and handguns. A county, city, town, consolidated local government, or other local government unit has power to prevent and suppress the carrying of unpermitted concealed weapons or the carrying of unconcealed weapons to a ~~public assembly~~, publicly owned and occupied building, ~~park~~ under its jurisdiction, or school, and the possession of firearms by ~~convicted felons, adjudicated mental incompetents, illegal aliens, and minors.~~

These statutes appearing in the criminal code in Title 45 prohibit the possession of a weapon in a school building for any person who is not a law enforcement officer acting in their official capacity. This would apply to visitors, staff, and parents. MTSBA has updated Model Policies; 4315 – Visitor and Spectator Conduct and 5223 – Personal Conduct to clarify the restriction on in the law to possess or carry a weapon or firearm in a school building. These updates are attached for board consideration and adoption. MTSBA will monitor the issue and provide any further necessary policy updates.

A lingering issue with LR -130, however, is whether a school district is a "local government unit." This issue relates to whether LR-130 restricts the authority of boards of trustees to restrict non-student possession of a firearm on school property that is not inside a school building. School leaders should be mindful that this issue



SUN RIVER VALLEY PUBLIC SCHOOLS  
DISTRICT #55 & F

is not addressed as part of LR-130. There are statutes that define schools as local units of government but not in relation to this topic. So, if a school district asserts such authority over non-students on school property that is not inside a school building, it will likely lead to litigation asserting the district is in violation of LR-130 and the affected statutes.

With regard to enrolled students in public school districts, 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. LR-130 does not, on its face, change the authority of a school district to discipline a student for possessing a firearm or weapon as outlined in the policy. However, as noted above, there is the possibility of litigation asserting 20-5-201 and 202, MCA, are also inconsistent with LR-130. School districts should be prepared for this claim and contact legal counsel prior to enforcing Policy 3311 against students for possessing a firearm outside of a school building.

### I-190

The authority of school boards of trustees under Article X, Section 8, of the Montana Constitution also applies when reviewing I-190. The initiative legalizes the possession and use of limited amounts of marijuana for adults over the age of 21. It also requires the Department of Revenue to license and regulate the cultivation, transportation, and sale of marijuana and marijuana-infused products and to inspect premises where marijuana is cultivated and sold.

This legalization initiative does not allow for the possession, consumption, or distribution of marijuana in schools. Boards of trustees retain their authority to govern student and staff conduct related to marijuana at school or on school property. Specifically, the new law states:

NEW SECTION. Section 16. Limitations of act. (1) [sections 1 through 36] do not permit:

SUN RIVER VALLEY PUBLIC SCHOOLS  
DISTRICT #55 & F

- (e) purchase, consumption, or use of marijuana by a person under 21 years of age;
- (f) possession or transport of marijuana by a person under 21 years of age;
- (g) possession or consumption of marijuana or possession of marijuana paraphernalia;
- (i) on the grounds of any property owned or leased by a school district, a public or private preschool, school, or postsecondary school as defined in 20-5-402;
- (ii) in a school bus;
- (h) smoking marijuana in a location where smoking tobacco is prohibited;
- (i) consumption of marijuana in a public place, except as allowed by the department;
- (j) conduct that endangers others;

This language means the prohibition on possessing marijuana on school property has to be clarified in MTSBA Model Policies 3310 – Student Discipline; 5226 – Drug-Free Workplace; 4332 – Conduct on School Property; and 4515 – Visitor and Spectator Conduct to be specifically enforceable regarding marijuana in addition to other illegal drugs. These updates are attached for board consideration and adoption.

Students, staff, or visitors that possess or consume marijuana at school, on school property, or on a school bus will be in violation of the law and, by extension, school district policy. Further, a school district will continue to enforce the provisions of 5228 and 5228P – Drug and Alcohol Testing for School Bus Drivers as those provisions are based in federal law. Finally, school staff and volunteers will be expected to report violations of this law to building administrators under Policy 5121 – Applicability of Personnel Policies; Policy 5430 – Volunteers and Chaperones; and Policy 3224 – Student Search. MTSBA will monitor any changes the legislature and rulemaking authorities may have to the initiative and issue any further necessary policy updates.

### Conclusion

The voters approved these two measures. School districts will now adjust operations to ensure compliance with these laws. This begins with a review of district policies. The updated MTSBA Models that are attached are consistent with the laws as described above. School districts should review and adopt the updates to ensure compliance and avoid confusion. MTSBA is available to assist with these processes. As the implementation of the new statutes continues with rulemaking or court interpretations, MTSBA will adjust model policies as needed.

Please contact me if you have questions about the Policy Maintenance Program, these policy updates, or any other matters facing the school district.

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

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

STUDENTS

3310

page 1 of 3

Student Discipline

The Board grants authority to a teacher or principal to hold a student to strict accountability for disorderly conduct in a school building, on property owned or leased by a school district, on a school bus, 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 instances set forth below:

- Using, possessing, distributing, purchasing, or selling tobacco products, and alternative nicotine and vapor products as defined in 16-11-302, MCA.
- Using, possessing, distributing, purchasing, or selling alcoholic beverages, including powdered alcohol. Students who may be under the influence of alcohol will not be permitted to attend school functions and will be treated as though they had alcohol in their possession.
- Using, possessing, distributing, purchasing, or selling drug paraphernalia, illegal drugs, marijuana, controlled substances, or any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind, including such substances that contain chemicals which produce the same effect of illegal substances including but not limited to Spice and K2. Students who may be under the influence of such substances will not be permitted to attend school functions and will be treated as though they had drugs in their possession.
- Using, possessing, controlling, or transferring a weapon in violation of the "Possession of Weapons other than Firearms" section in policy 3311.
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon as referred to in policy 3311.
- Disobeying directives from staff members or school officials or disobeying 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 an interference with school purposes or an educational function or any other disruptive activity.
- Unexcused absenteeism. Truancy statutes and Board policy will be utilized for chronic and habitual truants.
- Intimidation, harassment, sexual harassment, sexual misconduct, hazing or bullying; or retaliation against any person who alleged misconduct under Policy 3225 or 3226 or participated in an investigation into alleged misconduct under Policy 3225 or 3226.
- Defaces or damages any school building, school grounds, furniture, equipment, or book belonging to the district.

- Forging any signature or making any false entry or attempting to authorize any document used or intended to be used in connection with the operation of a school.

These grounds stated above for disciplinary action apply whenever a student's conduct is reasonably related to school or school activities, including but not limited to the circumstances set forth below:

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

#### Disciplinary Measures

Disciplinary measures include but are not limited to:

- Expulsion
- Suspension
- Detention, including Saturday school
- Clean-up duty
- Loss of student privileges
- Loss of bus privileges
- Notification to juvenile authorities and/or police
- Restitution for damages to school property

No District employee or person engaged by the District may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include reasonable force. District personnel are permitted to use as needed to maintain safety for other students, school personnel, or other persons or for the purpose of self-defense.

#### Non-Disciplinary Measures

The Superintendent or designee is authorized to assign a student to non-disciplinary offsite instruction pending the results of an investigation or for reasons related to the safety or well-being of students and staff. During the period of non-disciplinary offsite instruction, the student will be permitted to complete all assigned schoolwork for full credit. The assignment of non-disciplinary offsite instruction does not preclude the Superintendent or designee from disciplining a student who has, after investigation, been found to have violated a School District policy, rule, or handbook provision.

Delegation of Authority

The Board grants authority to any teacher and to any other school personnel to impose on students under their charge any disciplinary measure, other than suspension or expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with policies and rules on student discipline. The Board authorizes teachers to remove students from classrooms for disruptive behavior.

Cross Reference:     3300    Suspension and Expulsion  
                             3225    Sexual Harassment of Students  
                             3226    Bullying, Harassment  
                             5015    Bullying, Harassment

Legal Reference:	§ 16-11-302(1)(7), MCA	Definitions
	§ 20-4-302, MCA	Discipline and punishment of pupils – definition of corporal punishment – penalty – defense
	§ 20-5-202, MCA	Suspension and expulsion
	§ 45-8-361, MCA	Possession or allowing possession of weapon in school building – exceptions – penalties – seizure and forfeiture or return authorized – definitions
	§ 45-5-637, MCA	Possession or consumption of tobacco products, alternative nicotine products, or vapor products by persons under 18 years of age is prohibited – unlawful attempt to purchase - penalties
	29 U.S.C. § 701	Rehabilitation Act of 1973
	<u>Initiative 190 – “Montana Marijuana Regulation and Taxation Act.”</u> <u>January 1, 2021</u>	

Policy History:

Adopted on:

Reviewed on:

Revised on:

2  
3 **COMMUNITY RELATIONS**

4315

5 Visitor and Spectator Conduct

6  
7 Any person, including an adult, who behaves in an unsportsmanlike or inappropriate manner  
8 during a visit to the school or a school event may be ejected from the event and/or denied  
9 permission to access school buildings or property or school events as determined by the Board of  
10 Trustees. Examples of unsportsmanlike or inappropriate conduct include but are not limited to:

- 11  
12 • Using vulgar or obscene language or gestures;  
13 • Possessing or being under the influence of any alcoholic beverage;  
14 • Possessing or consuming any illegal substance or marijuana;  
15 • Possessing a weapon in a school building;  
16 • Fighting or otherwise striking or threatening another person;  
17 • Failing to obey instructions of a security officer or District employee; and  
18 • Engaging in any illegal or disruptive activity.  
19 • Other violations of District Policy.

20  
21 The Superintendent is authorized to temporarily restrict access to school buildings or property  
22 and recommend to the Board of Trustees denial of future admission to any person by delivering  
23 or mailing a notice by certified mail with return receipt requested, containing:

- 24  
25 1. Date, time, and place of a Board hearing;  
26  
27 2. Description of the unsportsmanlike conduct; and  
28  
29 3. Proposed time period admission to school buildings or property or school events will be  
30 denied.

31

32	Cross Reference:	4301	Visitors to School
33			
34	Legal Reference:	§ 20-1-206, MCA	Disturbance of school – penalty
35		§ 20-4-303, MCA	Abuse of teachers
36		§ 45-8-101, MCA	Disorderly conduct
37		§ 45-8-351, MCA	Restriction on Local Government Regulation of
38			Firearms
39		Article X, section 8	Montana Constitution
40		<u>Initiative 190 – “Montana Marijuana Regulation and Taxation Act.”</u>	
41		<u>January 1, 2021</u>	
42			

43 Policy History

44 Adopted on:

45 Reviewed on:

46 Revised on:

1            **School District**

2  
3 **COMMUNITY RELATIONS**

4332

4  
5 Conduct on School Property

6  
7 In addition to prohibitions stated in other District policies, no person on school property shall:

- 8  
9 1. Injure or threaten to injure another person;
- 10  
11 2. Damage another's property or that of the District;
- 12  
13 3. Violate any provision of the criminal law of the state of Montana or town or county ordinance;
- 14  
15 4. Smoke or otherwise use tobacco or nicotine products, and alternative nicotine and vapor  
16 products as defined in 16-11-302, MCA, or other similar products;
- 17  
18 5. Consume, possess, or distribute alcoholic beverages, illegal drugs, or marijuana;
- 19  
20 6. Possess weapons (as defined in Policy 3310/3311) in a school building at any time;
- 21  
22 7. Impede, delay, or otherwise interfere with the orderly conduct of the District's educational  
23 program or any other activity occurring on school property;
- 24  
25 8. Enter upon any portion of school premises at any time for purposes other than those which are  
26 lawful and authorized by the Board; or
- 27  
28 9. Willfully violate other District rules and regulations.

29  
30 "School property" means within school buildings, in vehicles used for school purposes, or on owned or  
31 leased school grounds. District administrators will take appropriate action, as circumstances warrant.

32  
33 Cross Reference: 3310 Student Discipline  
34 3311 Firearms and Weapons

35  
36 Legal Reference: Pro-Children Act of 1994, 20 U.S.C. § 6081  
37 Smoke Free School Act of 1994  
38 16-11-302, MCA Definitions  
39 § 20-1-220, MCA Use of tobacco product in public school building or on  
40 public school property prohibited  
41 § 20-5-410, MCA Civil penalty  
42 § 45-8-351, MCA Restriction on Local Government Regulation of  
43 Firearms  
44 Article X, section 8 Montana Constitution  
45 Initiative 190 – "Montana Marijuana Regulation and Taxation Act."  
46 January 1, 2021

47  
48  
49 Policy History:

50 Adopted on:

2  
3 **PERSONNEL**

5223

Page 1 of 2

4  
5  
6 Personal Conduct

7  
8 School District employees will abide by all district policies, state and federal laws in the course  
9 of their employment. Where applicable, employees will abide by and honor the professional  
10 educator code of conduct.

11  
12 All employees are expected to maintain high standards of honesty, integrity, professionalism,  
13 decorum, and impartiality in the conduct of District business. All employees shall maintain  
14 appropriate employee-student relationship boundaries in all respects, including but not limited to  
15 personal, speech, print, and digital communications. Failure to honor the appropriate employee  
16 student relationship boundary will result in a report to the Department of Public Health and  
17 Human Services and the appropriate law enforcement agency.

18  
19 While on school property, employees shall not injure or threaten to injure another person;  
20 damage another's property or that of the District. While in a school building, employees shall  
21 not use, control, possess or transfer any weapon or any item that could be reasonably considered  
22 to be a weapon as defined in Policies 3310 and 3311. "School property" means within school  
23 buildings, in vehicles used for school purposes, or on grounds leased or owned by the school  
24 district. "School building" means all buildings owned or leased by a local school district that are  
25 used for instruction or for student activities.

26  
27 In accordance with state law, an employee shall not dispense or utilize any information gained  
28 from employment with the District, accept gifts or benefits, or participate in business enterprises  
29 or employment that creates a conflict of interest with the faithful and impartial discharge of the  
30 employee's District duties. A District employee, before acting in a manner which might impinge  
31 on any fiduciary duty, may disclose the nature of the private interest which would create a  
32 conflict. Care should be taken to avoid using or avoid the appearance of using official positions  
33 and confidential information for personal advantage or gain.

34  
35 Further, employees are expected to hold confidential all information deemed not to be for public  
36 consumption as determined by state law and Board policy. Employees also will respect the  
37 confidentiality of people served in the course of an employee's duties and use information gained  
38 in a responsible manner. The Board may discipline, up to and including discharge, any  
39 employee who discloses confidential and/or private information learned during the course of the  
40 employee's duties or learned as a result of the employee's participation in a closed (executive)  
41 session of the Board. Discretion should be used even within the school system's own network of  
42 communication and confidential information should only be communicated on a need to know  
43 basis.

44  
45 Administrators and supervisors may set forth specific rules and regulations governing staff  
46 conduct on the job within a particular building.



Cross Reference: Professional Educators of Montana Code of Ethics  
3310 Student Discipline  
3311 Firearms and Weapons  
5232 Abused and Neglected Children

Legal Reference: § 20-1-201, MCA School officers not to act as agents  
Title 2, Chapter 2, Part 1 Standards of Conduct  
§ 39-2-102, MCA What belongs to employer  
§ 45-8-361, MCA Possession or allowing possession of  
a weapon in a school building  
§ 45-5-501, MCA Definitions  
§ 45-5-502, MCA Sexual Assault

Policy History:

Adopted on:

Reviewed on:

Revised on:

2  
3 **PERSONNEL**

5226  
page 1 of 2

4  
5 Drug-Free Workplace

6  
7 All District workplaces are drug- and alcohol-free. All employees are prohibited from:

- 8  
9 • Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under the  
10 influence of a controlled substance while on District premises or while performing work  
11 for the District, including employees possessing a “medical marijuana” card or;  
12 • Distributing, consuming, using, possessing, or being under the influence of alcohol while  
13 on District premises or while performing work for the District.  
14

15 For purposes of this policy, a controlled substance is defined as ~~one that is~~:

- 16  
17 • Not legally obtainable;  
18 • Being used in a manner other than as prescribed;  
19 • Legally obtainable but has not been legally obtained;  
20 • marijuana or marijuana paraphernalia that is possessed or consumed on the grounds of  
21 any property owned or leased by a school district, a public or private preschool, school,  
22 or postsecondary school or in a school bus;  
23 • marijuana purchased, consumed, transported, possessed, or used of by a person under 21  
24 years of age;  
25 • marijuana smoked in a location where smoking tobacco is prohibited;  
26 • marijuana consumed in a manner that endangers others; or  
27 • Referenced in federal or state controlled-substance acts.  
28

29 As a condition of employment, each employee will:

- 30  
31 • Abide by the terms of the District policy respecting a drug- and alcohol-free workplace;  
32 and  
33 • Notify his or her supervisor of his or her conviction under any criminal drug statute, for a  
34 violation occurring on District premises or while performing work for the District, no  
35 later than five (5) days after such conviction.  
36

37 In order to make employees aware of dangers of drug and alcohol abuse, the District will  
38 endeavor to:

- 39  
40 • Provide each employee with a copy of the District drug- and alcohol-free workplace  
41 policy;  
42 • Post notice of the District drug- and alcohol-free workplace policy in a place where other  
43 information for employees is posted;  
44 • Enlist the aid of community and state agencies with drug and alcohol informational and  
45 rehabilitation programs, to provide information to District employees; and  
46

- Inform employees of available drug and alcohol counseling, rehabilitation, reentry, and any employee-assistance programs.

#### District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action; up to and including termination of employment. Alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

The Board will take disciplinary action with respect to an employee convicted of a drug offense in the workplace, within thirty (30) days of receiving notice of a conviction.

Should District employees be engaged in the performance of work under a federal contract or grant, or under a state contract or grant, the Superintendent will notify the appropriate state or federal agency from which the District receives contract or grant moneys of an employee's conviction, within ten (10) days after receiving notice of the conviction.

Legal Reference: 41 U.S.C. §§ 702, 703, 706 Drug-free workplace requirements for  
Federal grant recipients  
Initiative 190 – “Montana Marijuana Regulation and Taxation Act.”  
January 1, 2021  
~~*Johnson v. Columbia Falls Aluminum Company LLC, 2009 MT 108N.*~~

#### Policy History:

Adopted on:

Reviewed on:

Revised on:

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Action**

**Agenda Item: 8 b**

### Topic:

Simms and Vaughn Middle School Football and Wrestling Agreement

### Background:

### Discussion:

Please see attached Contract



## 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

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### Sun River Middle School/Vaughn School Wrestling/Football Coop Agreement 2021-2022

#### MISSION STATEMENT

The purpose of the Sun River Middle School/Vaughn School wrestling/football cooperative is to provide more comprehensive opportunities and experiences for youth that neither school could provide individually. While both schools take great pride in winning, it does not condone “winning at any cost” and discourages any and all pressures that might tend to neglect good sportsmanship and good mental health. Participation in these activities should provide many students with a lifetime basis for personal values, and for work and leisure activities.

#### FINANCIAL OBLIGATIONS

It is agreed by the boards of the Vaughn School District and Sun River Valley School District that a cooperative for wrestling and football is necessary to provide quality opportunities for students. The Sun River Valley School District will operate both programs for the ~~2020-2021~~ school year. The <sup>2021-2022</sup> income and expenses for football and wrestling programs will run through the Sun River Valley School District with their Business Manager, Clerk as the financial clerk. *Bl*

Vaughn School will pay a student-participation fee of \$250 for each child enrolled in football or wrestling. The Sun River Valley School District Business Manager will bill the Vaughn School District for any students who complete at least two weeks of the season of the prospective sport.

Sun River Valley School District will recruit and hire necessary staff to facilitate the football and wrestling programs. Sun River Valley School District will pay for the cost of sports officials for home games out of their own funds. The activity fees and adult passes sold at each school stay at that school.

Sun River Valley School District is responsible for costs of transporting to and from games/meets. Sun River Valley Schools may be called upon to assist in the transportation of students Vaughn School to practice. Students will ride the high school activity bus from practice back to their home district.

Sun River Valley School District is responsible for the purchase, upkeep, and storage of uniforms/gear for the football and wrestling programs. If students are responsible for purchasing any equipment or uniform pieces, it is the responsibility of the hosting school to inform parents at both schools and follow through with collecting money for such things. Every effort should be made to provide opportunities for students to participate even if they are unable to make these purchases. Athletic Directors and Principals at each school are encouraged to discuss such situations and determine appropriate assistance that could be provided.

#### COMMUNICATION PROCEDURE

While we expect all of our programs to run smoothly, we understand there are times students and parents may have concerns. Therefore, we have set up a communication procedure to address any issues that may arise. It is important that the established chain of command is followed. General issues that can occur should be handled in the following order:

1. Athlete and Coach
2. Athlete and Athletic Director
3. Parent and Coach
4. Parent and Athletic Director
5. Parent and Administration

Any meeting that a parent wishes to have with a coach should be arranged through the Athletic Director's office.

### MASCOT & TEAM NAME

Each school will maintain their school's mascot and team name for the sport that they are hosting.

### PARTICIPATION

Participation in athletics will be open to all students in either school. It is the wish of each Board that although try-outs may be held to vie for positions on squads, that there will be no cuts. Athletic directors will work to get enough games for all squads.

Elementary student participation in the athletic programs will be decided based on each school's sports guidelines.

Vaughn School will pay their student participation fees prior to the first competition.  
2021-2022 Participation Fee: \$30.00

### OUT OF DISTRICT TRAVEL

All participants in extracurricular activities will ride to and from that out of town activity on a school sponsored bus unless that student is released directly to the parent/legal guardian, via written permission. Exceptions are handled on a case-by-case basis by administration only. Exceptions should be made in writing from parents with the understanding that in allowing the parents request the districts have no responsibility or liability.

### GENERAL INFORMATION

*The following rules will apply for both sports programs.*

A student's privilege to participate in football and wrestling will be maintained as long as it does not infringe upon the rights of the board to meet and uphold reasonable standard. These standards include but are not limited to:

No students will be allowed to start athletic practices without a physical.

No students will participate without emergency medical treatment forms.

1. **Academic Eligibility** – Each school has specific rules and guidelines outlined in the student handbook that will be required for participation in the other school's sport.
2. **Misconduct** - Should a student be found guilty of violating school laws or school rules, on school property or as a part of a school sponsored activity, student will be referred to their school administrator for appropriate consequences. If a student has unruly behavior on the activity bus, during practice, or during games, the administrator, athletic director or coach at the school of the hosting sport will have jurisdiction to administer necessary and appropriate consequences, however, details of the situation and how it was handled will be communicated to the administrator at the school the student attends.
3. **Attendance** - Each school has specific rules and guidelines outlined in the student handbook.
4. **Respect for Supervisors and Others** - As a part of the growing process, respect for authority and others must be maintained. Extra-curricular participants are obligated to show proper respect to those in authority over them and concern for their fellow competitors.
5. **Travel** - Participants are expected to follow each school's guidelines for bus conduct and travel to maintain the highest level of safety.

6. **Obligation** - Participants are responsible for payment of fees and replacement of damages or destroyed equipment or property.

**II. Alcohol, Drugs, Tobacco (mood altering chemicals)**

A. Each school has specific rules and guidelines outlined in the student handbook

**VI. Dress & Appearance**

A. Dress appropriately on away games. Dressy blue jeans or dress bib overalls are left up to the discretion of the coach/advisor.

B. Hair is to be kept clean, trimmed, and neatly groomed at all times. It should provide no distraction from participation. Discretion is left up to the coaching staff and/or advisor.

C. Denial of participation will be the discipline until the athlete provides proper dress & appearance

This agreement is mutually agreed upon by the Board of Trustees of Vaughn School District 74 and Sun River School District #55F on the date and for the school year listed below.

Agreement for School Year: 2021-2022

---

Vaughn School Board of Trustees Chairperson

Date

---

Vaughn School Principal

Date

---

Sun River School Board of Trustees Chairperson

Date

---

Sinums School Principal/Superintendent

Date

**Sun River Valley School District**

**Meeting Date: February 9, 2021**

**Category: Action**

**Agenda Item: 8 c**

	Steinke	Rushton	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

**Topic:**

Vaughn School Lunch Contract

**Background:**

See Attached Contract

**Discussion:**

**Recommendation:**





## 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

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### SCHOOL LUNCH AGREEMENT

Revised 2/01/2021

This agreement is made and entered into this \_\_\_\_\_ day of February, 2021 by and between School District 55F of Simms, Montana, hereafter referred to as the "District" and Vaughn Elementary District #74, hereafter referred to as "Vaughn" and it is mutually intended by the parties hereto that the following shall constitute the binding terms and conditions of this agreement.

#### I. TERM

This agreement supersedes any prior writings, representations or coursed of action between the parties and constitutes the entire agreement between the parties commencing August 16, 2021 and continuing through June 16, 2022. However, the District is not obligated to provide actual meal service to Vaughn until the first day that meal service is actually provided to students of Vaughn.

#### II. NOTICE OF NONRENEWAL

Either party may give written notice of no renewal at least 30 days prior to the end of the agreement. Absent such notice, the agreement shall automatically renew as to all terms save cost per meal for an additional like term.

#### III. RENEGOTIATION AND TERMINATION

Upon 30 days written notice by either party, both parties agree to renegotiate any item in this agreement to the satisfaction of both parties. If no agreement can be reached, the entire agreement may be terminated. This agreement may also be terminated by either party during the term thereof in the event of a substantial breach by the other party which remains uncorrected for a period of 60 days, or extensive damage to or destruction of the premises or impossibility due to intervening causes beyond the control of the parties.

#### IV. CHANGE IN THE FEDERAL REIMBURSEMENT FUNDING FORMULA

If the funding levels for the Federal Reimbursement Funding Formula are changed unexpectedly by an amount equal to or greater than five percent (5%), either party may renegotiate the cost per meal provision in this agreement on a seven (7) day written notice to the other party.

#### V. AGREEMENT TO PROVIDE SERVICES BY THE DISTRICT

In consideration of the funds to be hereafter paid by Vaughn the District hereby agrees to perform the following services for Vaughn:

- a. Purchase necessary food to provide Vaughn with the required number of meals daily.
- b. Prepare meals daily for Vaughn in the number agreed upon as a result of the daily phone-in by Vaughn at 9: 15 a.m. each morning.
- c. Ensure the meals provided are of the same quality as those prepared for the District.
- d. Package all food for transportation to Vaughn.
- e. Provide a monthly billing for meals and supplies.
- f. Provide all equipment necessary for serving the prepared food.

#### VI. AGREEMENT TO PROVIDE SERVICES BY VAUGHN

Vaughn hereby agrees to perform the following:

- a. Provide all equipment required for transporting the food, including but not limited to such equipment as motor vehicles. If SRV School District has to provide any equipment Vaughn agrees to pay for actual replacement cost of lost or damaged trays, flatware, etc.
- b. Actually transport the prepared food from Simms High School kitchen to Vaughn.
- c. Provide all record keeping for Vaughn's portion of the program.

- d. Submit Vaughn's separate reimbursement forms for their participation in the program to the Office of Public Instruction in Helena.
- e. By 9:15 a.m. of each school day, call in the number of meals needed by Vaughn students.
- f. In case the number of students at Vaughn who desire lunch on any given day exceeds the number of meals arranged for by Vaughn and the District, Vaughn is responsible for providing the extra number of meals necessary to make up the shortage.
- g. Vaughn agrees to make monthly reimbursement to the District for costs incurred, within 30 days of receipt of the appropriate invoices.
- h. Vaughn agrees to inform the District of its intent to renew this agreement within 30 days of receipt of the District proposed cost per meal.

#### VII. COSTS

For the above services, the District will charge, for each meal ordered, the rate of \$3.00 for grades K-8 and \$4.00 for adults.

#### VIII. USDA Foods

Vaughn School's USDA Foods entitlement value for the school year is \$\_\_\_\_\_

Vaughn School will permit School District 55F of Simms, Montana to transfer Vaughn's entitlement value for the school year for the sum Value of \$\_\_\_\_\_.  
School District 55F of Simms, Montana will provide credits for USDA Foods to Vaughn School's on the monthly invoice in the set monthly credit amount based on Vaughn School's entitlement value shown above divided by Vaughn School's number of operating months.

#### IX. ADDITIONAL SERVICES

Any additional services requested of any District employee by the Vaughn School or any employee therefore which have not been provided for in the terms of this agreement may only be rendered if to do so would not result in any interference with the District employee's regular duties and responsibilities and only in the event that the District is fully reimbursed for the costs thereof in addition to other rents and reimbursements herein provided.

#### X. INDEMNIFICATION AND RISK OF LOSS

Vaughn agrees to protect, defend, and save the District, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands and causes of action including the cost of defense thereof on account of bodily or personal injuries, death, or damage to property resulting from the negligent use, occupancy, acts of omissions of Vaughn and or its agents, employees, representatives, assigns, and subcontractors under this agreement.

The District agrees to protect, defend and save Vaughn, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands and causes of action including the cost of defense thereof on account of bodily or personal injuries, death, or damage to property resulting from the negligent preparation of food, or use, occupancy, acts or omissions of the District and or its agents, employees, representatives, assigns, and subcontractors under this agreement.

The District shall bear the full risk of loss of the premises and the equipment owned by the District, in the absence of loss resulting from negligence on the part of an employee of Vaughn.

Vaughn shall bear the full risk of loss of any equipment owned by Vaughn and for any commodities or commissary goods owned by Vaughn which are not in the possession of and under the dominion of the District.

Wherefore the following individuals having been duly authorized to act on behalf of the parties for this purpose do hereby sign and make this agreement binding on the date indicated.

---

Kennard Steinke, Board Chair  
Sun River Valley School District 55F

---

Vaughn Elementary District #74

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Action**

**Agenda Item: 8 d**

**Topic:**

Cascade Colony Elementary School Agreement

**Background:**

See Attached

**Discussion:**



## 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

### Cascade Colony Elementary School Agreement

This agreement entered between School District 55F, Cascade County and the Cascade Hutterite Colony, Sun River, MT is subject to all provisions of State law, school district policies and regulations for all school district employees, students and school operation.

The specific terms of this agreement, as described below, are outlined for clarification purposes only and are not intended to encumber either party or to hinder the education nor the culture or heritage of the children of the colony nor the operation of schools in School District 55F.

1. The instructional program shall be consistent with state accreditation Standards and coincide with District 55F's elementary program offerings.
2. Special services such as Title I and Special Education will be continued on a needed basis for Colony students.
3. School District 55F will be responsible for employing the teacher in cooperation with the Colony's educational representative and be entitled to all the rights and privileges provided to all other teachers in District 55F.
4. The Cascade Colony will lease their school facility to District 55F free of any payment to conduct the elementary program during the regular school day. The facility to be leased shall meet or exceed state public building codes for school use. It shall be the Colony's responsibility to assume any costs necessary to meet such requirements.
5. Facility maintenance, utilities, insurance and upkeep shall be the responsibility of the Colony.
6. It is understood that should the normal cost of operating the Colony Elementary School exceed the money generated by its ANB (average number belonging) the Colony agrees to subsidize School District 55F for the actual additional costs related to teacher salary, benefits and fixed changes.
7. It is understood that District 55F will operate this elementary school providing that a minimum enrollment of 10 (ten) pupils are enrolled. Should enrollment fall below 10 (ten), School District 55F will have the right to refuse continuation of the agreement for the next school year.
8. This agreement is an annual agreement for and must be approved by both parties prior to April 1<sup>st</sup> of any succeeding year if the agreement is to continue for the next school year.

In witness whereof; the parties of the agreement execute this document on this \_\_\_\_ day of

\_\_\_\_\_

Representative of Cascade Colony

Chairman of School District 55F

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Action**

**Agenda Item: 8 e**

	Steinke	Rushton	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

### **Topic:**

Personnel Hiring: Coaches 2020-2021

### **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.

### **Recommendations:**

Becky Hart - Head Girls MS Track

Whitney Policy—Head Boys MS Track

MS Boys BBall Coach— Josh Sheldon

MS Girls BBall Coach – Elyssa Willekes

### **Fiscal Impact:**

**Fiscal:** As per Negotiated agreement.

	Steinke	Rushton	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Action**

**Agenda Item: 8 f**

### Topic:

Personnel Hiring: Classified 2020-2021 Substitute Teacher

### 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:

Approve —Karlle Sivumaki - Elementary Substitute

### Fiscal Impact:

## Sun River Valley School District

**Meeting Date: February 9, 2020**

**Category: Action**

**Agenda Item: 8 g**

	Steinke	Rushon	Wiegand	Reifer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

**Topic:**

Void Check numbers attached

#14342 Wrestling match cancelled

**Background:**

**Discussion:**

Board approval is needed to void uncashed checks/outstanding student account checks

**Recommendations:**

Approve to void checks

**Fiscal Impact:**

NA

## Sun River Valley School District

**Meeting Date: February 9, 2021**

**Category: Action**

**Agenda Item: 8 h**

	Steinke	Rushon	Wiegand	TJ Relfer	Herman	Leach	
Motion							
Second							
Ayes							
Nays							
Abstain							

**Topic:**

Simms Education Association Certified Contract July 1, 2021-June 30, 2024

**Background:**

See attached tentative Agreement

**Discussion:**

**Recommendations:**

Approve

**Financial Impact:**

See Agreement



# NEGOTIATED AGREEMENT

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BETWEEN BOARD OF TRUSTEES SCHOOL DISTRICT #55F  
AND  
SUN RIVER VALLEY TEACHERS ASSOCIATION

**2021-2022**

**2022-2023**

**2023-2024**

## INDEX

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**AGREEMENT  
SUN RIVER VALLEY TEACHERS' ASSOCIATION**

This agreement entered into this **July 01, 2021** by and between the Board of Trustees, School District Number 55F, hereinafter called the "board" and the Sun River Valley Teacher's Association, hereinafter called the "association".

**PREAMBLE**

Whereas, the members of the teaching profession are particularly qualified to assist in formulating policies and programs designed to improve educational standards, and

Whereas, the board has an obligation pursuant to Montana State statutes 39-31-306 through 39-31-409 to bargain collectively with the exclusive representatives of public employees with respect to wages, hours, fringe benefits, and other conditions of employment, and

Whereas, the parties have reached certain understandings which they desire to confirm in this agreement.

In consideration of the forgoing mutual covenants, it is hereby agreed as follows:

**ARTICLE I  
DURATION OF AGREEMENT**

- A. All provisions of this agreement shall become effective on **July 01, 2021**, following ratification by a majority of the members of the association and approval by the board, and shall continue in effect until **June 30, 2024**
- B. *If the SRVSD should go back to a 5-day school week, the SRVTA will need to reopen negotiations with regard to the school year that the transition effects.(1/25/21)*

**ARTICLE II  
AUTHORITY & RESPONSIBILITY**

- A. The association recognizes that the board has responsibility and authority to manage and direct, on behalf of the public, all the operations and activities of the school district to the full extent authorized by law provided that such rights and responsibilities shall be exercised by the board in conformity with the provisions of the agreement.

**ARTICLE III  
EXPERIENCE**

- A. A maximum of seven years of prior experience for salary schedule purposes shall be allowed new teachers, provided this experience was in the seven years immediately preceding employment.
- B. Withdrawal or failure to renew a teaching contract for a succeeding year for other than an approved leave of absence shall result in forfeiture of all salary schedule experience increment allowed beyond seven years.
- C. A teacher with 0, 1, or 2 years of experience, regardless of education level, will be placed at Step 2 at their education level and will stay at that level until they have experience or education to advance.

**ARTICLE IV  
PHYSICAL EXAMINATION**

- A. A physical examination may be required by the board at any time it determines this is in the best interest of the school and pupils. Expense to be borne by the school district.

**ARTICLE V**  
**CONDITIONS OF EMPLOYMENT**

**A. Orientation of Staff Members**

1. All teaching personnel shall attend the orientation meetings (Inservice-P.I.R. Days) scheduled by the superintendent preceding the opening of the school term, as stated in ARM 10.65.101. (1/25/21)
2. The Association(MFPE) shall be given one hour before the end of the orientation program to explain Association activities as scheduled by the MFPE Representative and Administration.

**B. Assignments & Transfers**

1. All assignments and transfers of certified personnel shall be made in the interest of the students and school districts by the superintendent after consultation with the employee concerned.
3. In case of any vacancy, existing personnel will be notified through email, school web page, as well as posted in the High School and Elementary offices at the same time that public announcements for the vacancy is made. In case of interest by existing personnel, first consideration for transfer will be given to existing staff member.

**C. Supervision**

1. All teachers may expect supervision visits by the building principal or superintendent for the purpose of improvement of instruction and evaluation. Such visits shall be followed by a written report and conference between the teacher and evaluator within two weeks of its preparation. The form used to evaluate teachers is included in Appendix F. Each teacher shall receive a personal copy of the above mentioned report upon signing the original copy.

**D. Professional Development Training**

1. The Sun River Valley School district may count for the year's foundation program a maximum of seven PIR days with a minimum of three days for instructional and professional development or in-service training as stated in ARM 10.65.101
2. Contracted non-instructional days of Pupil Instruction-Related Days that will NOT qualify for OPI renewal units will include but are not limited to Orientation prior to the school year, parent-teacher conferences, and post-school record and report completion as documented on the school annual calendar.
3. PIR professional development meetings or other appropriate in-service training will account for a minimum of two of the district PIR days (12 hours) as stated in Article XII related to professional meetings & Conferences.(1/25/21)

**ARTICLE VI**  
**TEACHER'S CONTRACT**

- A.** A certified classroom teacher elected to teach in School District 55F, shall enter into a contract with the school district by signing a contract(s) which shall specify:
1. Beginning date & duration period of the contract.
  2. Number of hours/days to be worked in the contracted year within the following parameters(to be recalculated if returning to a 5 day work week see Article I.B: (1/25/21)
    - a. Minimum of 1323 hours (147 x 9 hours/day) (8 hours/day/colony)
    - b. Maximum of 1386 hours (154 days x 9 hours/day) (8 hours/day/colony)
  3. Annual salary & number of payments
  4. Provisions governing salary payments if contract is terminated prior to date of completion.
  5. Period of time allowable between issuance & acceptance of contract.

6. The contract shall specify each instructional field of the individual teacher. The instructional field will reflect the fields of instruction or endorsements listed on the instructor's certificate.
7. That the rights & obligations thereto shall be governed by the laws of the State of Montana & personnel policies adopted by the board in consultation with the association.
8. See ARTICLE XVIII (Extra-Curricular Duties Definition)

## **ARTICLE VII EXTRA-CURRICULAR ACTIVITIES & DUTIES**

- A. All teachers of the School District 55F will be expected to assume a share of extra-curricular assignments and duties in addition to classroom assignments. These duties may include supervision of playground, lunch room, bus loading, gym, student activities, dances, parties, spectator buses, and selling and taking tickets.
- B. Assignments of duties with proper attention to need & performance shall be responsibility of the building principal.
- C. All Teachers K-12 are encouraged to attend high school graduation with the understanding that circumstances may prevent said staff from attending. A certified staff member who cannot attend will give administration timely notice.

## **ARTICLE VIII EMERGENCY LEAVE**

- A. **BEREAVEMENT LEAVE**- 45 Hours of bereavement leave with full pay shall be granted to each teacher for a death in his/her immediate family. The immediate family shall be defined as father, mother, sister, brother, husband, wife, children, uncle, aunt, grandparents or grandchildren, this relationship may be by either affinity or consanguinity. This leave may be used again at full pay for another death in the immediate family within the year.
- B. **JURY DUTY/WITNESS DUTY LEAVE** - Teachers called for jury or witness duty may be absent from work when formally served with an official summons or subpoena. A copy of the summons or subpoena must be submitted to the principal at the time the request for absence is submitted. A deduction from the teacher's salary will be made equal to the amount paid to the teacher for serving on a jury or as a witness. It shall be the responsibility of the teacher to report this amount to the district clerk.
- C. The board may at its discretion increase any of the leaves mentioned herein.

## **ARTICLE IX LEAVE**

As a courtesy to the district, pre-scheduled leave shall be made to the building principal prior to time of use. Exceptions to 2-day requirement shall be made by the Superintendent.

1. Teachers shall be allowed to donate leave to one another via a Sick Leave Bank. See Appendix F for the Policies and Procedures of the Sick Bank. Also refer to Appendix G (Sick Leave Bank Deposit Form) and Appendix H (Sick Leave Bank Withdrawal Form).

2. Certified employees shall receive 122 leave hours per year, available for use at the start of each school year and cumulative to a carryover of 1080 hours. If a certified employee already has 1080 hours accumulated at the start of the school year, the 122 hours shall be added to the 1080 hours for that school year only. At the end of the school year, any unused hours beyond 1080 shall be paid out to the teacher at \$40 per every 9 hours, the same as one 9 hour day. Should any certified employee not complete the school year for any reason, the number of hours that could have been used shall be calculated pro-rata to the percentage of the school year actually worked, and if the employee has utilized any days in excess of that pro-rata amount, he/she shall be responsible for reimbursing the district for the over-use. Upon leaving the employment of the Sun River Valley School District, those employees with tenure contract will be compensated with 25% of their total accumulated hours at their final rate of pay for a maximum of 1080 accrued hours.(1/25/21)

Leave can be used based upon hours requested and approved by administration. 1/2 day would be 4.5 hours and a full day would be 9 hours.

**ARTICLE X**  
**EDUCATIONAL AND GENERAL LEAVE**

- A. **EDUCATIONAL LEAVE**- An educational leave of absence may be granted to a teacher who has received his/her fourth contract for the purpose of furthering educational training to improve teaching skills and abilities. The teacher shall be given credit on the salary schedule for educational level attained. The teacher will present evidence to the superintendent showing full time student status for the period of the leave upon his/her return. The teacher shall be guaranteed his/her previous position or a comparable position agreed to by the teacher upon the completion of the years leave.
- B. **GENERAL LEAVE OF ABSENCE** - A teacher employed by District 55F may request a year's leave for any reason after issuance of the fourth (tenure) contract. If the Board of Trustees approves the teacher's request, a position is guaranteed after the years leave but the teacher will not advance on the pay scale (step) for the year spent on leave status.

Approved leave of absence will not affect 'continuous years of service' status.

**ARTICLE XI**  
**PARENTAL LEAVE**

- A. A parental leave of absence may be granted to teachers who are employed and assigned in-district duties. This leave shall be provided for the purpose of caring for a newborn child, a newly adopted child or for the purpose of caring for a minor child when the health of the child requires parental care. The length of this leave shall be for the remainder of the current school year or for the period of one regular school year. A maximum of 135 working hours of leave is allowable without doctor's certification.
- B. A teacher returning from a parental leave shall be entitled to his/her former position providing it still exists. If the position no longer exists the teacher shall be entitled to a position comparable to the position originally left by the teacher.
- C. No teaching experience shall be granted for purposes of advancement on the salary schedule unless the teacher has fulfilled the minimum requirements of teaching 841.5 hours the previous year.
- D. The teacher may maintain, at no cost to the district, the group health and hospitalization insurance, provided the amount of the premiums are remitted prior to the beginning of the leave.
- E. The teacher shall retain previously accumulated unused leave and teaching experience credit for salary purposes.

**ARTICLE XII**  
**PROFESSIONAL MEETINGS & CONFERENCES**

- A. Fall Teachers' Convention days are considered formal in-service days, and as such, teachers are required to attend workshops, conventions, seminars or programs that can be justified as being instruction related. Teachers who fail to participate will be considered to be "off duty" & 6 P.I.R. hours for each of their contracted salary will be deducted for each day. If you miss the scheduled P.I.R. days, you may make up the P.I.R hours with administrative approval. Documentation of all P.I.R. days will be filed with the District Clerk.
- B. **Professional Meetings Involving Elected Officials of Delegates to Teachers' Professional Organizations**
  - 1. The board recognizes the importance of membership in professional organizations. The success of these organizations is dependent upon the active participation of its members. Therefore, teachers who are elected to positions of responsibilities or leadership in professional education organizations shall be permitted attendance at necessary meetings in performance of their official duties without loss of pay.

2. Attendance will be limited to a reasonable number of days of absence and may be refused if absence is considered excessive.
3. Approval for attendance which involves a day of absence from school must be secured at least two weeks in advance.
4. No expense will be provided by the trustees from school district funds or from students' activity funds for attendance at such meetings.

C. Professional meetings & conferences involving specific subject areas.

1. Teachers who are members of professional organizations may be permitted attendance at meetings and conferences to improve their instructional techniques.
2. Attendance will be limited to a reasonable number of days of absence and may be refused if absence is considered excessive.
3. A written request for attendance which requires an absence from school must be submitted 15 working days in advance and approval or denial of the request by the Superintendent must be made within 5 working days of receiving the request. Exceptions to the time limits due to unforeseen situations may be made by the Superintendent.
4. Expenses deemed reasonable may be reimbursed to the participant by the district. This may include substitute pay, mileage, registration (not including membership fees), per diem & lodging when deemed appropriate by the Superintendent.

### ARTICLE XIII SALARY SCHEDULE

- A. The salary schedule developed cooperatively by the association and the board shall, upon adoption, supersede all previous schedules and a part of this official school board policy. The schedule shall be attached to the back of this agreement as per Appendix C.
- B. Salary payment shall be made bi-monthly.
- C. Extra-Curricular Salary Schedule is attached to this agreement as per Appendix B.
- D. Extra-Curricular Salary will be paid in two payments, the first halfway through the season and the second at the conclusion of the season, upon the return of all equipment/uniforms. (1/25/21)

### ARTICLE XIV ADVANCEMENT OF POSITION ON THE SALARY SCHEDULE

- A. One year of teaching experience in the School District 55F shall entitle the teacher to advance one step on the salary schedule.  
To advance one step down and one column to the right, the teacher must have one year of teaching experience in School District 55F plus 15 quarter hours or 10 semester hours.

All credits earned & granted within the teachers major/minor teaching area or outside their field shall be recognized for advancement providing said credit have been listed and approved by the superintendent or Board of Trustees on or before May 30<sup>th</sup> prior to enrollment in the course. The superintendent shall be notified with evidence of additional professional preparation. (i.e. grade slips, registration receipts or letter of official notification) on or before August 25<sup>th</sup> so that the teacher's contract can be altered to reflect such advancement. The teacher shall submit official transcripts indicating all credits necessary for lateral schedule move by October 25<sup>th</sup>, the teacher's contract will then be adjusted to rectify any discrepancy.

Only one salary step for teaching experience will be allowed in one year. Horizontal movement will be allowed based upon applicable credits. Exceptions can be made in regards to those taking leave to complete an advanced degree, pending board approval. Consensus reached on



**ARTICLE XV**  
**GRIEVANCE PROCEDURE**

**A. Definitions**

1. A **grievance** is defined as a claim based upon an event or condition which affects the conditions or circumstances under which a teacher works, allegedly caused by misinterpretation or inequitable application of established district policies, statutes or the terms of this Negotiated Agreement.
2. A **grievant** is a teacher, or group of teachers or the Association filing grievances.
3. A **party in interest** is the person, or group of persons, making the claim & any person who might be required to take action or against whom action might be taken in order to resolve the claim.
4. **Days** shall mean teacher work days, except as otherwise dictated. If the stipulated time limits are not met, the grievant shall have the right to appeal the grievance to the next level of the procedure.
5. **Association** shall mean a spokesperson for the association.

**B. Rights to Representation**

1. At least one Association representative shall be present for any meeting, hearing, appeals, or other procedure relating to a grievance which has been formally presented.
2. If, in the judgment of the Association, a grievance affects a group of teachers or the Association, the Association may initiate and submit such grievance in writing to the Principal. The Association may process such a grievance in writing to the Principal. The Association may process such a grievance through all levels of the procedure, even though there is no individual aggrieved person who wishes to do so. Class grievances involving more than one supervisor and grievances involving the administrator, above the building level may be filed by the Association at Step II.
3. In matters dealing with alleged violations of Association rights, the grievance shall be initiated at Step I.
4. The Association on its own may continue and submit to arbitrations any grievance filed and later dropped by a grievant, provided the grievance involves the application or interpretation of the Agreement.

**B. Individual Rights**

1. Nothing contained herein shall be construed as limiting the right of any teacher having a complaint to discuss the matter via administrative channels and to have the problem adjusted without the intervention of the Association as long as the Association is notified in writing within ten days as to the disposition of the matter and such disposition is not inconsistent with the terms of this agreement.
2. A grievant may be represented at all stages of the grievance procedure by himself, or at his option, by an Association representative selected by the Association. If an aggrieved party is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance.

**D. Procedure**

1. Step 1 - The parties in interest acknowledge it is usually most desirable for an employee and his immediately involved supervisor to resolve problems through free & informal communications. Within a reasonable amount of time following knowledge of the act or condition which is the basis of the complaint, the grievant may present the grievance in writing to the immediately involved supervisor who will arrange for a meeting to take place within (10) days of his receipt of the grievance. The grievant and/or the Association and the supervisors shall be present for the meeting. The supervisor shall provide the aggrieved party and the association with a written answer to the grievance within (10) days after the meeting. Such answer shall include reasons upon which the decision was based.

2. Step 2 - If the grievant is not satisfied with the disposition of his grievance at Step 1, or if no decision has been rendered within ten (10) days after presentation of the grievance, the grievance may be referred to the

superintendent or his official designee. The superintendent shall arrange for a hearing with the grievant and/or the Association, to take place within ten (10) days of his receipt of the appeal. The parties in interest shall have the right to include in the presentation such witnesses and counselors as they deem necessary to develop facts pertinent to the grievance. Upon conclusion of the hearings, the superintendent will have ten (10) days to provide his written decision, together with the reasons for the decision, to the Association.

3. Step 3 - If the grievant is not satisfied with the disposition of his grievance at Step II or if no decision has been rendered within ten (10) days after presentation of the grievance, then the grievance may be referred to the School Board or their official designee. The School Board shall arrange for a hearing with the grievant and/or the Association, to take place within ten (10) days of their receipt of the appeal. The parties in interest shall have the right to include in the presentation such witnesses and counselors as they deem necessary to develop facts pertinent to the grievance. Upon conclusion of the hearings, the School Board will have ten (10) days to provide their written decision, together with the reasons for the decision, to the Association.

#### 4. Step 4 Binding Arbitration

a. If the grievant is not satisfied with the disposition of his grievance at Step 3, or if no decision has been rendered within ten (10) days after he has first met with the School Board, he may within five (5) days after a decision by the School Board or fifteen (15) days after he has first met with the School Board, whichever is sooner, request in writing that the Association submit his grievance involving the interpretation, meaning or application of any of the provisions of this Agreement, it may, by receipt of the request from the aggrieved person submit the grievance to binding arbitration. If any question arises as to arbitrability, such question will first be ruled upon by the arbitrator selected to hear the dispute.

b. Within ten (10) days after such written notice of submission to arbitration, the School Board and the Association will attempt to agree upon a mutually acceptable arbitrator and to obtain a commitment from such arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the 10 day period, a request for a list of arbitrators may be made to the American Arbitration Association by either party. The parties will be bound by the rules and procedures of the American Arbitration Association.

c. Neither party shall be permitted to assert in the arbitration proceedings any evidence which was not submitted to the other party before the completion of Step III meetings.

d. The arbitrator selected will confer with the representatives of the School Board and the Association and hold hearings promptly and will issue his decision not later than twenty (20) days from the date of the close of the hearings or, if oral hearings have been waived then from the date the formal statements are submitted to him. The arbitrator's decision will be in writing and will set forth his findings of fact, reasoning and conclusions on the issues submitted. The arbitrator will be without power or authority to make any decision which requires the commission of an act prohibited by law or which violates the terms of the Agreement. The decision of the arbitrator will be submitted to the Board and the Association and will be final and binding upon the parties.

e. The costs for the services of the arbitrator, including per diem expenses if any, and his travel and subsistence expenses and the cost of any hearing room, will be borne equally by the Board and the Association. All other costs will be borne by the party incurring them.

#### E. Exceptions to Time Limits

1. When a grievance is submitted on or after June 1, time limits shall consist of all week days so the matter may be resolved before the close of the school term or as soon as possible thereafter.
2. Notwithstanding the expiration of this Agreement, any claim or grievance arising there under may be processed through this grievance procedure until resolution.

#### F. No Reprisals

1. No reprisals of any kind will be taken by the Board or the school administration against any person because of participation in this grievance procedure.

#### G. Cooperation of the Employer

1. The Board and the Administration will cooperate with the Association in its investigation of any grievance,

and further will furnish the Association such information not contrary to statutes and as is requested for the processing of any grievance. Should the investigation or processing of any grievance require a teacher or an Association representative be released from his regular assignment, he shall be released without loss of pay or benefits during the processing of the grievance only, not to exceed (5) days.

## ARTICLE XVI FRINGE BENEFITS

### A. Health Insurance

1. The School District shall contribute toward the cost of health/medical insurance as follows:
  - a. For the each year covered in this agreement, the district will contribute a minimum of \$198,700 per contract year to the insurance fund for certified personnel.(1/25/21)
2. Contributions toward premiums will be prorated for personnel who are employed less than full time. The current insurance policy may not be increased in terms of coverage and deductibles. No district insurance contributions shall be considered "unused". Funds will be evaluated on a quarterly basis and adjusted as necessary in the event of staffing or plan changes mid-year. The committee will be comprised of certified teacher representatives from FSE and SHS, the district clerk and superintendent.

### B. Lunch Period (Montana Code 10.55.708 Teaching Assignments)

1. Certified staff to be given a minimum of 20 minutes duty free lunch each day, separate from preparation time and travel between buildings. If Certified personnel, are assigned a rotational lunch duty, they shall have a daily free lunch when serving duty.(1/25/21)

### C. Preparation Time

1. Certified personnel shall have a minimum of 240 minutes weekly preparation time, free of student supervision and separate from lunch or travel times. (1/25/21)

### D. Travel between buildings

1. Teachers who are assigned duties at both school buildings shall be given no less than 30 minutes to travel time.(1/25/21)
2. If their travel increase the distance they travel from home to work and back at the furthest distance, the personnel shall be reimbursed by the district monthly for those travel expenses.(1/25/21)

### E. If there is a scheduling conflict with prep, travel, or lunch time it will be resolved with the teacher involved, union rep, and superintendent.(1/25/21)

### F. Payroll Deduction

1. Payroll deduction shall be processed by the clerk's office for district personnel. Requests for deductions shall be submitted to the clerk a minimum of one week prior to the 2nd pay date in October and/or a minimum of one week prior to the 1st pay date in February. Exceptions to these dates will be deduction payments made to the Great Falls Teachers Credit Union.

### G. Retirement

1. The board of the Sun River Valley School District may offer a retirement package every year. This package will be advertised to the staff by October 31st of the current year. The package will be offered to any qualified teacher in the district with at least 20 years of experience and 15 years with the district.
2. The retirement package will be determined by the Board at the beginning of each school year. The retirement may include an offer of a minimum of 2 years health insurance coverage. The coverage will not come out of the Sun River Valley Teacher Association insurance pool for the year. The package may include a sum up to a maximum of one-third of the teacher's final contract. This amount shall be payable over 3 years, but may be offered as a one-time payment. The payout and package offer will be determined at the discretion of the board each year.
3. The retirement package will be offered on a first come, first served basis, up to the first 3 teachers to notify the superintendent in writing. The number of packages available each year will be determined by the Board. The notice of retirement from the teacher must be received by December 31st of the current contract year. The notice of retirement shall be irrevocable upon acceptance by superintendent and teacher



**ARTICLE XVII**  
**EFFECT OF AGREEMENT**

**A. School Board Policy**

1. This Agreement constitutes a part of Board policy for the term of said agreement, and the Board shall carry out the commitments contained herein and give them full force and effect as Board policy.

**B. Changes in Agreement**

1. During its term this Agreement may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of the parties in written and signed amendment to this Agreement.

**C. Compliance of Individual Contract**

1. Any individual contract between the Board and an individual teacher, heretofore or hereafter executed, shall be subjected to and consistent with the terms and conditions of this agreement. If an individual contract contains any language inconsistent with this agreement, this agreement during its duration shall be controlling.

**D. Savings Clause**

1. If any provisions of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provisions or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect. If such provisions exist which are contrary to law, at the request of either party negotiations shall immediately commence and agreement shall be reached in order to alter said section(s) providing the benefit(s) according to the intent of the parties.

**E. Maintenance of Standards**

1. All existing district policies involving terms and conditions of professional service, matters relating directly to the employer teacher relationship, and other terms of employment not specifically referred to in this Agreement shall be maintained at not less than the highest minimum standards in effect in the district at the time this Agreement is signed, provided that such conditions shall be improved as required by the express provisions of the Agreement. This Agreement shall not be interpreted or applied to deprive teachers of professional advantages heretofore enjoyed unless expressly stated herein.

**F. Non-Discrimination Clause**

1. The provisions of this Agreement shall be applied without regard to race, creed religion, color, national origin, age, sex or marital status.

**G. Duplication & Distribution**

1. Copies of the Agreement shall be printed at the expense of the Board within 30 days after the Agreement is signed. Copies shall be presented to all teachers now employed, hereafter employed, or considered for employment by the Board.

**H. Teacher Discipline**

1. No teacher shall be disciplined, reprimanded, reduced in rank or compensation, non-renewed, dismissed, terminated, or deprived of any professional advantage without accord to State Law.

**I. Rif Procedure**

1. The school board will decide which programs and specific positions will be eliminated or reduced.
2. If the board eliminates a position held by both tenured and non-tenured teachers, the non-tenured teacher(s) will be non-renewed first.
3. A seniority list of tenured teachers, their years of service with the district, and endorsements is attached and will be used to determine teacher seniority for this process.
4. If the board eliminates a position which is held by more than one tenured teacher, such as the position of elementary teacher or the position of PE teacher, then, the least senior tenured teacher holding the same position as the one eliminated (whether in elementary or high school) shall be terminated.
5. If the board elects to eliminate any positions and create a new, combined position in their stead, then, as among those tenured teachers who formerly held the eliminated positions and who are qualified for the combined position, the teacher terminated shall be the least senior.
6. If the board eliminates a position held by a tenured teacher with multiple endorsements that teacher will be assigned to a position for which he/she is endorsed and has seniority. The least senior teacher

shall be terminated. A tenured teacher assigned to a different position as a result of board action reducing programs must be fully certified in all aspects of the new position (or be eligible for full certification as indicated by his or her qualification for provisional certification in the areas of certification needed for the position.)

## **ARTICLE XVIII**

### **Extra Duties – Sun River Valley School District**

Teachers will be paid \$12.00 per hour while performing the following duties: Pep Bus, game security, music accompanists outside of the regular school day. *For all levels below ninth grade, this section shall refer to security and ticket taking at home extra-curricular sporting events.* This amount will be over and above their contracted salary. Rehearsals, practices or time required due to other contracted service such as music or coaching shall not qualify for extra duty pay.

Teachers who are formally assigned to serve as bus chaperones shall be paid \$12.00 per hour beginning at the end of the regular teaching day and continuing until the bus returns to school. Teachers serving as Jr. Class Sponsors shall be paid \$12.00 per hour for time spent supervising Jr. Class activities related to PROM & GRADUATION which take place after the regular teaching day.

During negotiations in 2001 the teachers expressed a desire to reduce the number of assigned duties. The district agreed to look outside the teaching staff for help with some duties. In an attempt to reduce the number of assigned duties the district will ask for members of the public to help with duties such as game security, pep bus chaperones, and accompanists at the high school level. By doing so the district may be able to pay less than the \$12.00 per hour rate. The district will not be bound to a specific hourly rate for the above mentioned duties done by persons who are not members of the association and all volunteers and/or paid help will be governed by district policy, including background checks. It is also agreed if the administration is unable to find other individuals for the above mentioned duties, consideration will be given to making it as convenient as possible for the teachers with regard to who is assigned which duties, while still accomplishing the needs of the district.

## **ARTICLE XIX**

### **ADDITIONAL TRAINING**

- A. District Funded Endorsement: Sun River Valley School District #55F may choose to pay for college credits for a currently employed Sun River Valley teacher, who is tenured, to become licensed in an area of curriculum or grade level need. College credits paid by the District will also be used for movement across the salary schedule. The teacher will pay tuition for college classes and will be reimbursed for the tuition upon successful completion of each specific course taken. Standard procedures for lane changes will be followed.

Any agreements will be in writing and will be agreed upon by the teacher and the Sun River Valley School District. The SRVTA President will be given a copy of any such agreements. If teaching outside the teacher's area of endorsement while completing such coursework, the teacher will enroll in an internship program. Upon completion of the internship program or upon the completion of the specific courses for which tuition is reimbursed by the District, the teacher will agree to teach in the Sun River Valley schools in the area of District funded endorsement for a period of five (5) consecutive years. The maximum five (5) year period shall include up to two (2) years of verifiable internship and/or specific course completion time. If the teacher does not complete the required five (5) consecutive years of service (except in the case of a reduction in force), the teacher shall repay the District as per the following schedule:

- 1 year teaching in Sun River Valley schools after earning credits - 100% tuition reimbursement payment
- 2 years teaching in Sun River Valley schools after earning credits - 80% tuition reimbursement payment
- 3 years teaching in Sun River Valley schools after earning credits - 60% tuition reimbursement payment
- 4 years teaching in Sun River Valley schools after earning credits - 40% tuition reimbursement payment

- B. CPR and First Aid: All Certified employees shall receive CPR and first aid training and will be required to successfully complete the training and receive certification in CPR and first aid. The District will provide this training during one of the Pupil-Instruction-Related (PIR) days for the staff in August prior to each school year. If a Certified employee is unable to attend during the scheduled PIR day, the District will arrange for separate accommodations for the employee to receive the training.

## ARTICLE XX RENEWAL OF AGREEMENT

### A. Renewal & Reopening of Agreement

1. Said Agreement will automatically be renewed and will continue in force and effect for additional periods of one year unless one party gives notice to the other not later than January 1, prior to the aforesaid expiration date or any anniversary thereof, of its desire to reopen certain provisions of this agreement and/or additions to this Agreement, and to negotiate over the terms of these provisions. The notice to reopen shall name these provisions. In the event the District receives any sizeable new monies from the state, excluding grant monies, negotiations will be reopened for salary/insurance purposes.

### B. Date & Signatures

This Agreement is signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

In WITNESS THEREOF:

FOR: SUN RIVER VALLEY TEACHER'S ASSOCIATION

FOR: BOARD OF TRUSTEES SCHOOL DISTRICT 55F

\_\_\_\_\_  
Fort Shaw Elementary Representative

\_\_\_\_\_  
Sun River Valley Schools Board Chairperson

\_\_\_\_\_  
Simms Schools Representative

\_\_\_\_\_  
Sun River Valley Schools Negotiation  
Committee Chairperson

**APPENDIX A  
GRIEVANCE REPORT FORM**

AGGRIEVED PERSON:

DATE FILED:

SCHOOL:

SUBJECT AREA OR GRADE:

DATE GRIEVANCE OCCURRED:

STATEMENT OF GRIEVANCE:

ACTION REQUESTED OR RELIEF SOUGHT:  
(ATTACH ADDITIONAL SHEET IF NEEDED)

\_\_\_\_\_  
SIGNATURE OF AGGRIEVED

\_\_\_\_\_  
DATE

**LEVEL I**

DECISION OF PRINCIPAL OR IMMEDIATE SUPERVISOR:

\_\_\_\_\_  
SIGNATURE OF PRINCIPAL/SUPERVISOR

\_\_\_\_\_  
DATE

AGGRIEVED PERSON'S RESPONSE:

\_\_\_\_\_: I ACCEPT THE ABOVE DECISION.

\_\_\_\_\_: I HEREBY REFER THE ABOVE DECISION TO THE NEXT STEP OF THE GRIEVANCE PROCEDURE.

\_\_\_\_\_  
SIGNATURE OF AGGRIEVED

\_\_\_\_\_  
DATE

**LEVEL II**

DATE RECEIVED BY THE SUPERINTENDENT OR DESIGNEE: \_\_\_\_\_

DECISION OF THE SUPERINTENDENT OF THE SUPERINTENDENT OR DESIGNEE:

\_\_\_\_\_  
SIGNATURE OF SUPERINTENDENT/DESIGNEE

\_\_\_\_\_  
DATE

AGGRIEVED PERSON'S RESPONSE:

\_\_\_\_\_: I ACCEPT THE ABOVE DECISION.

\_\_\_\_\_: I HEREBY REFER THE ABOVE DECISION TO THE NEXT STEP OF THE GRIEVANCE PROCEDURE.

\_\_\_\_\_  
SIGNATURE OF AGGRIEVED

\_\_\_\_\_  
DATE



## LEVEL III

DATE RECEIVED BY SCHOOL BOARD OR DESIGNEE: \_\_\_\_\_

DECISION OF SCHOOL BOARD OR DESIGNEE:

\_\_\_\_\_  
SIGNATURE OF SUPERINTENDENT/DESIGNEE

\_\_\_\_\_  
DATE

AGGRIEVED PERSON'S RESPONSE:

\_\_\_\_\_: I ACCEPT THE ABOVE DECISION.

\_\_\_\_\_: I HEREBY REFER THE ABOVE DECISION TO THE NEXT STEP OF THE GRIEVANCE PROCEDURE.

\_\_\_\_\_  
SIGNATURE OF AGGRIEVED

\_\_\_\_\_  
DATE

## LEVEL IV

DATE SUBMITTED TO ARBITRATION: \_\_\_\_\_

ARBITRATOR:

DISPOSITION AND AWARD OF THE ARBITRATOR:

\_\_\_\_\_  
SIGNATURE OF ARBITRATOR

\_\_\_\_\_  
DATE

**APPENDIX B**  
**Extra Curricular Salary Schedule**  
**2021-22 School Year**

	YEAR:	21-22				YEAR:	21-22
	BASE:	29,776.19				BASE:	29,776.19
<u>POSITION</u>					<u>POSITION</u>		
FOOTBALL					BASKETBALL		
Head	0.125	3,722.02			Head Girls	0.06	1,786.57
Assistant	0.09	2,679.86			Assistant	0.04	1,191.05
Assistant	0.09	2,679.86			Head Boys	0.06	1,786.57
		0.00			Assistant	0.04	1,191.05
BASKETBALL		0.00					0.00
Head Girls	0.125	3,722.02			FOOTBALL		0.00
Assistant	0.09	2,679.86			Head	0.06	1,786.57
Head Boys	0.125	3,722.02			Assistant	0.04	1,191.05
Assistant	0.09	2,679.86					0.00
		0.00			VOLLEYBALL		0.00
VOLLEYBALL		0.00			Head	0.06	1,786.57
Head	0.125	3,722.02			Assistant	0.04	1,191.05
Assistant	0.09	2,679.86					0.00
		0.00			WRESTLING		0.00
TRACK		0.00			Head	0.06	1,786.57
Head Girls	0.105	3,126.50			Assistant	0.04	1,191.05
Head Boys	0.105	3,126.50					0.00
		0.00			TRACK		0.00
Tennis		0.00			Head Girls	0.05	1,488.81
Head Girls	0.105	3,126.50			Head Boys	0.05	1,488.81
Head Boys	0.105	3,126.50					0.00
		0.00			Tennis		0.00
WRESTLING		0.00			Head Girls	0.05	1,488.81
Head	0.125	3,722.02			Head Boys	0.05	1,488.81
Assistant	0.09	2,679.86					0.00
		0.00			Speech & Debate		0.00
					Head	0.06	1,786.57
		0.00			Assistant	0.04	1,191.05
BAND		0.00					
Director	0.125	3,722.02			TOTAL		20,843.33
		0.00					
SPEECH & DEBATE		0.00					
Coach	0.125	3,722.02					
Assistant	0.09	2,679.86					
		0.00					
ADVISORS		0.00					
Student Council	0.03	893.29					
National Honor Society	0.03	893.29					
Head BPA	0.125	3,722.02					
Assistant BPA	0.09	2,679.86					

<b>Head FFA</b>	<b>0.125</b>	<b>3,722.02</b>					
Assistant FFA	0.09	2,679.86					
<b>Web Host</b>	<b>0.03</b>	<b>893.29</b>					
Science Fair Advisor	0.125	3,722.02					
		0.00					
<b>CONCESSION MANAGER</b>	<b>0.125</b>	<b>3,722.02</b>					
<b>TOTAL</b>		<b>80,246.84</b>					
<b>GRAND TOTAL EXTRA-Curr.</b>		<b>101,090.17</b>					

**APPENDIX B**  
**Extra Curricular Salary Schedule**  
**2022-23 School Year**

	<b>YEAR:</b>	21-22				<b>YEAR:</b>	21-22
	<b>BASE:</b>	30,222.84				<b>BASE:</b>	30,222.84
<b>POSITION</b>					<b>POSITION</b>		
<b>FOOTBALL</b>					<b>BASKETBALL</b>		
Head	0.125	3,777.85			Head Girls	0.06	1,813.37
Assistant	0.09	2,720.06			Assistant	0.04	1,208.91
Assistant	0.09	2,720.06			Head Boys	0.06	1,813.37
		0.00			Assistant	0.04	1,208.91
<b>BASKETBALL</b>		<b>0.00</b>					<b>0.00</b>
Head Girls	0.125	3,777.85			<b>FOOTBALL</b>		<b>0.00</b>
Assistant	0.09	2,720.06			Head	0.06	1,813.37
Head Boys	0.125	3,777.85			Assistant	0.04	1,208.91
Assistant	0.09	2,720.06					<b>0.00</b>
		0.00			<b>VOLLEYBALL</b>		<b>0.00</b>
<b>VOLLEYBALL</b>		<b>0.00</b>			Head	0.06	1,813.37
Head	0.125	3,777.85			Assistant	0.04	1,208.91
Assistant	0.09	2,720.06					<b>0.00</b>
		0.00			<b>WRESTLING</b>		<b>0.00</b>
<b>TRACK</b>		<b>0.00</b>			Head	0.06	1,813.37
Head Girls	0.105	3,173.40			Assistant	0.04	1,208.91
Head Boys	0.105	3,173.40					<b>0.00</b>
		0.00			<b>TRACK</b>		<b>0.00</b>
<b>Tennis</b>		<b>0.00</b>			Head Girls	0.05	1,511.14
Head Girls	0.105	3,173.40			Head Boys	0.05	1,511.14
Head Boys	0.105	3,173.40					<b>0.00</b>
		0.00			<b>Tennis</b>		<b>0.00</b>
<b>WRESTLING</b>		<b>0.00</b>			Head Girls	0.05	1,511.14
Head	0.125	3,777.85			Head Boys	0.05	1,511.14
Assistant	0.09	2,720.06					<b>0.00</b>
		0.00			<b>Speech &amp; Debate</b>		<b>0.00</b>
					Head	0.06	1,813.37
		0.00			Assistant	0.04	1,208.91
<b>BAND</b>		<b>0.00</b>					
Director	0.125	3,777.85			<b>TOTAL</b>		<b>21,155.98</b>
		<b>0.00</b>					
<b>SPEECH &amp; DEBATE</b>		<b>0.00</b>					
Coach	0.125	3,777.85					

Assistant	0.09	2,720.06					
		0.00					
ADVISORS		0.00					
Student Council	0.03	906.69					
National Honor Society	0.03	906.69					
Head BPA	0.125	3,777.85					
Assistant BPA	0.09	2,720.06					
Head FFA	0.125	3,777.85					
Assistant FFA	0.09	2,720.06					
Web Host	0.03	906.69					
Science Fair Advisor	0.125	3,777.85					
		0.00					
CONCESSION MANAGER	0.125	3,777.85					
TOTAL		81,450.54					
GRAND TOTAL EXTRA-Curr.		102,606.53					

**APPENDIX B**  
**Extra Curricular Salary Schedule**  
**2022-23 School Year**

	<b>YEAR:</b>	21-22				<b>YEAR:</b>	21-22
	<b>BASE:</b>	30,676.18				<b>BASE:</b>	30,676.18
<b>POSITION</b>					<b>POSITION</b>		
<b>FOOTBALL</b>					<b>BASKETBALL</b>		
Head	0.125	3,834.52			Head Girls	0.06	1,840.57
Assistant	0.09	2,760.86			Assistant	0.04	1,227.05
Assistant	0.09	2,760.86			Head Boys	0.06	1,840.57
		0.00			Assistant	0.04	1,227.05
<b>BASKETBALL</b>		0.00					0.00
Head Girls	0.125	3,834.52			<b>FOOTBALL</b>		0.00
Assistant	0.09	2,760.86			Head	0.06	1,840.57
Head Boys	0.125	3,834.52			Assistant	0.04	1,227.05
Assistant	0.09	2,760.86					0.00
		0.00			<b>VOLLEYBALL</b>		0.00
<b>VOLLEYBALL</b>		0.00			Head	0.06	1,840.57
Head	0.125	3,834.52			Assistant	0.04	1,227.05
Assistant	0.09	2,760.86					0.00
		0.00			<b>WRESTLING</b>		0.00
<b>TRACK</b>		0.00			Head	0.06	1,840.57
Head Girls	0.105	3,221.00			Assistant	0.04	1,227.05
Head Boys	0.105	3,221.00					0.00
		0.00			<b>TRACK</b>		0.00
<b>Tennis</b>		0.00			Head Girls	0.05	1,533.81
Head Girls	0.105	3,221.00			Head Boys	0.05	1,533.81
Head Boys	0.105	3,221.00					0.00
		0.00			<b>Tennis</b>		0.00
<b>WRESTLING</b>		0.00			Head Girls	0.05	1,533.81
Head	0.125	3,834.52			Head Boys	0.05	1,533.81
Assistant	0.09	2,760.86					0.00
		0.00			<b>Speech &amp; Debate</b>		0.00
					Head	0.06	1,840.57
		0.00			Assistant	0.04	1,227.05
<b>BAND</b>		0.00					
Director	0.125	3,834.52			<b>TOTAL</b>		21,473.32
		0.00					
<b>SPEECH &amp; DEBATE</b>		0.00					
Coach	0.125	3,834.52					
Assistant	0.09	2,760.86					
		0.00					
<b>ADVISORS</b>		0.00					

<b>Student Council</b>	0.03	920.29					
National Honor Society	0.03	920.29					
<b>Head BPA</b>	0.125	3,834.52					
Assistant BPA	0.09	2,760.86					
<b>Head FFA</b>	0.125	3,834.52					
Assistant FFA	0.09	2,760.86					
<b>Web Host</b>	0.03	920.29					
Science Fair Advisor	0.125	3,834.52					
		0.00					
<b>CONCESSION MANAGER</b>	0.125	3,834.52					
<b>TOTAL</b>		82,672.30					
<b>GRAND TOTAL EXTRA-Curr.</b>		104,145.62					

Sun River Valley Schools Teacher's

Salary Schedule APPENDIX C

YEAR:2021-2022

	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20
0	1	1.034	1.069	1.086	1.194	1.211	1.228
1	1.04	1.078	1.116	1.135	1.243	1.261	1.278
2	1.08	1.122	1.163	1.184	1.292	1.311	1.328
3	1.12	1.166	1.21	1.233	1.341	1.361	1.378
4	1.16	1.21	1.257	1.282	1.39	1.411	1.428
5	1.2	1.254	1.304	1.331	1.439	1.461	1.478
6	1.24	1.298	1.351	1.38	1.488	1.511	1.528
7	1.28	1.342	1.398	1.429	1.537	1.561	1.578
8	1.32	1.386	1.445	1.478	1.586	1.611	1.628
9	1.36	1.43	1.492	1.527	1.635	1.661	1.678
10	1.4	1.474	1.539	1.576	1.684	1.711	1.728
11	1.44	1.518	1.586	1.625	1.733	1.761	1.778
12	1.44	1.562	1.633	1.674	1.782	1.811	1.828
13	1.44	1.606	1.68	1.723	1.831	1.861	1.878
14	1.44	1.606	1.68	1.772	1.88	1.911	1.928
15	1.44	1.606	1.68	1.8	1.929	1.961	1.978
16 (add 1% of year 15 to year 15)				1.828	1.978	2.011	2.028
17 (add 2% of year 15 to year 15)				1.856	2.027	2.061	2.078
18 (add 3% of year 15 to year 15)				1.884	2.076	2.111	2.128
19 (add 4% of year 15 to year 15)				1.912	2.125	2.161	2.178
20 (add 5% of year 15 to year 15)				1.94	2.174	2.211	2.228



**2021-22**

0	29,776.19	30,788.58	31,830.75	32,336.94	35,552.77	36,058.97	36,565.16
1	30,967.24	32,098.74	33,230.23	33,795.98	37,011.81	37,547.78	38,053.97
2	32,158.29	33,408.89	34,629.71	35,255.01	38,470.84	39,036.59	39,542.78
3	33,349.34	34,719.04	36,029.19	36,714.05	39,929.87	40,525.40	41,031.59
4	34,540.38	36,029.19	37,428.67	38,173.08	41,388.91	42,014.21	42,520.40
5	35,731.43	37,339.35	38,828.15	39,632.11	42,847.94	43,503.02	44,009.21
6	36,922.48	38,649.50	40,227.64	41,091.15	44,306.97	44,991.83	45,498.02
7	38,113.53	39,959.65	41,627.12	42,550.18	45,766.01	46,480.64	46,986.83
8	39,304.57	41,269.80	43,026.60	44,009.21	47,225.04	47,969.45	48,475.64
9	40,495.62	42,579.95	44,426.08	45,468.25	48,684.07	49,458.26	49,964.45
10	41,686.67	43,890.11	45,825.56	46,927.28	50,143.11	50,947.06	51,453.26
11	42,877.72	45,200.26	47,225.04	48,386.31	51,602.14	52,435.87	52,942.07
12	42,877.72	46,510.41	48,624.52	49,845.35	53,061.17	53,924.68	54,430.88
13	42,877.72	47,820.56	50,024.00	51,304.38	54,520.21	55,413.49	55,919.69
14	42,877.72	47,820.56	50,024.00	52,763.41	55,979.24	56,902.30	57,408.50
15	42,877.72	47,820.56	50,024.00	53,597.15	57,438.27	58,391.11	58,897.31
16	43,306.80	48,298.77	50,524.24	54,430.88	58,897.31	59,879.92	60,386.12
17	43,735.27	48,776.97	51,024.48	55,264.61	60,356.34	61,368.73	61,874.93
18	44,164.05	49,255.18	51,524.72	56,098.35	61,815.38	62,857.54	63,363.74
19	44,592.83	49,733.38	52,024.96	56,932.08	63,274.41	64,346.35	64,852.55
20	45,021.59	50,211.59	52,525.20	57,765.81	64,733.44	65,835.16	66,341.36

## 2022-23

0	30,222.84	31,250.41	32,308.21	32,822.00	36,086.07	36,599.85	37,113.64
1	31,431.75	32,580.22	33,728.68	34,302.92	37,566.98	38,111.00	38,624.78
2	32,640.66	33,910.02	35,149.16	35,783.84	39,047.90	39,622.14	40,135.93
3	33,849.58	35,239.83	36,569.63	37,264.76	40,528.82	41,133.28	41,647.07
4	35,058.49	36,569.63	37,990.10	38,745.67	42,009.74	42,644.42	43,158.21
5	36,267.40	37,899.44	39,410.58	40,226.59	43,490.66	44,155.56	44,669.35
6	37,476.32	39,229.24	40,831.05	41,707.51	44,971.58	45,666.70	46,180.49
7	38,685.23	40,559.04	42,251.52	43,188.43	46,452.50	47,177.85	47,691.63
8	39,894.14	41,888.85	43,672.00	44,669.35	47,933.42	48,688.99	49,202.78
9	41,103.06	43,218.65	45,092.47	46,150.27	49,414.34	50,200.13	50,713.92
10	42,311.97	44,548.46	46,512.94	47,631.19	50,895.25	51,711.27	52,225.06
11	43,520.88	45,878.26	47,933.42	49,112.11	52,376.17	53,222.41	53,736.20
12	43,520.88	47,208.07	49,353.89	50,593.03	53,857.09	54,733.55	55,247.34
13	43,520.88	48,537.87	50,774.36	52,073.94	55,338.01	56,244.70	56,758.48
14	43,520.88	48,537.87	50,774.36	53,554.86	56,818.93	57,755.84	58,269.63
15	43,520.88	48,537.87	50,774.36	54,401.10	58,299.85	59,266.98	59,780.77
16	43,956.09	49,023.25	51,282.10	55,247.34	59,780.77	60,778.12	61,291.91
17	44,391.30	49,508.63	51,789.85	56,093.58	61,261.69	62,289.26	62,803.05
18	44,826.51	49,994.01	52,297.59	56,939.82	62,742.61	63,800.40	64,314.19
19	45,261.72	50,479.38	52,805.33	57,786.06	64,223.52	65,311.55	65,825.33
20	45,696.92	50,964.77	53,313.08	58,632.30	65,704.44	66,822.69	67,336.48

## 2023-24

0	30,676.18	31,719.17	32,792.83	33,314.33	36,627.36	37,148.85	37,670.35
1	31,903.22	33,068.92	34,234.61	34,817.46	38,130.49	38,682.66	39,204.16
2	33,130.27	34,418.67	35,676.39	36,320.59	39,633.62	40,216.47	40,737.96
3	34,357.32	35,768.42	37,118.17	37,823.73	41,136.75	41,750.28	42,271.77
4	35,584.37	37,118.17	38,559.96	39,326.86	42,639.89	43,284.09	43,805.58
5	36,811.41	38,467.93	40,001.74	40,829.99	44,143.02	44,817.90	45,339.39
6	38,038.46	39,817.68	41,443.52	42,333.13	45,646.15	46,351.70	46,873.20
7	39,265.51	41,167.43	42,885.30	43,836.26	47,149.29	47,885.51	48,407.01
8	40,492.55	42,517.18	44,327.08	45,339.39	48,652.42	49,419.32	49,940.82
9	41,719.60	43,866.93	45,768.86	46,842.52	50,155.55	50,953.13	51,474.63
10	42,946.65	45,216.69	47,210.64	48,345.66	51,658.68	52,486.94	53,008.43
11	44,173.70	46,566.44	48,652.42	49,848.79	53,161.82	54,020.75	54,542.24
12	44,173.70	47,916.19	50,094.20	51,351.92	54,664.95	55,554.56	56,076.05
13	44,173.70	49,265.94	51,535.98	52,855.05	56,168.08	57,088.37	57,609.86
14	44,173.70	49,265.94	51,535.98	54,358.19	57,671.21	58,622.18	59,143.67
15	44,173.70	49,265.94	51,535.98	55,217.12	59,174.35	60,155.98	60,677.48
16	44,615.44	49,758.60	52,051.34	56,076.05	60,677.48	61,689.79	62,211.29
17	45,057.17	50,251.26	52,566.70	56,934.99	62,180.61	63,223.60	63,745.10
18	45,498.91	50,749.92	53,082.06	57,793.92	63,683.74	64,757.41	65,278.91
19	45,940.65	51,236.58	53,597.42	58,652.85	65,186.88	66,291.22	66,812.71
20	46,382.39	51,729.24	54,112.78	59,511.78	66,690.01	67,825.03	68,346.52

## APPENDIX E

### Sick Leave Bank Policies and Procedures

Purpose: The purpose of the sick leave bank is to provide additional leave only to the individually contracted teachers of Sun River Valley School who are in need of extended medical care, rehabilitation, hospitalization, extended family crisis or leave as allowed in Article 9. Sick bank privileges shall not extend beyond the individual teacher under contract. A teacher must have exhausted all of his or her accumulated leave hours and have incurred nine hour without pay before entitlement. Leave bank benefits may not be used for maternity/paternity leave, or any other non-paid absence or leave.

Participation and Donation: A participating teacher must have donated discretionary hours to the bank in order to withdraw from the bank. A participant must contribute a total of (45) hours over a (3) year period of time and is eligible to then withdraw ninety (90) bank hours for every 9 hours donated. Therefore, each member can withdraw a lifetime total of 450 hours. All donations are irrevocable. Donations will be made by September 15<sup>th</sup> of the current contract year.

Committee: An administrative committee will be maintained to manage the bank and authorize the bank withdrawals. It will consist of one K-5, 6-8 and one 9-12 teacher (annually selected by members of the sick leave bank), and one administrator (appointed annually by the superintendent). For documentation purposes, the committee will work hand in hand with the school clerk. Withdrawal approval will be given on a simple majority vote. The committee will grant or deny each request within 20 days.

Withdrawal Process: A formal written request must be made and submitted to the sick bank committee for approval. This bank may only be used by those teachers who have written verification from a medical doctor, or doctors when requested by the committee. The committee may request written verification from a second doctor.

Maintaining a Minimum Balance: Should the bank's balance fall below 540 hours, the committee has the authority to determine the number of additional hours that must be deposited by each member so as to replenish the bank. Each member will be required to contribute an equal amount. Additional hours contributed to the bank for this purpose does not entitle a member to withdraw more than the 450 hours allowed. Failure of a member to comply with the committee's request to replenish the bank will result in forfeiture of the individual's membership in the sick leave bank.

Repayment of Days Withdrawn: Members who use the sick bank will be required to pay back sick hours at the rate of eighteen hours per year. If a member ceases employment with Sun River Valley Schools and has a balance of un-repaid hours from the bank, that person shall have a payroll deduction from their final check to repay the sick leave hours. Said deduction shall be figured using their daily rate of pay.

Deposits to supply the days used for this Emergency Sick Leave Bank can come from teachers who wish to donate extra, unused discretionary days into this area of the Sick Leave Bank.

APPENDIX F

**Sun River Valley Teacher Association**

**Sick Leave Bank Deposit Form**

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**Section 1: To be completed by the employee.**

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I wish to contribute \_\_\_\_\_ hours of my personal sick leave to the Sun River Valley School Sick Leave Bank. I have read and I understand the district policies relative to the administration of that bank and agree to abide by the regulations governing those policies. I understand that all contributions are irrevocable.

Signed \_\_\_\_\_ Date \_\_\_\_\_

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**Section 2: To be completed by the Sick Leave Bank Committee.**

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I have inspected the above application for contribution of days to the Sun River Valley School Sick Leave Bank and verify that the application complies with all district policies.

Signed \_\_\_\_\_ Date \_\_\_\_\_

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**Section 3: To be completed by Sun River Valley School Administration.**

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Signature - School Clerk \_\_\_\_\_ Date \_\_\_\_\_

Signature - School Superintendent \_\_\_\_\_ Date \_\_\_\_\_

APPENDIX G

**Sun River Valley Teacher Association  
Sick Leave Bank Withdrawal Request**

In accordance with Sun River Valley School District Sick Bank guidelines, I hereby request an allowance of \_\_\_\_hours from the sick leave bank. I am also submitting a statement from an attending physician that will justify the medical need for this request. I further understand that in order to qualify to withdraw days from the bank, I must have exhausted my personal allotment of sick leave and personal days and must have incurred nine (9) hours absence without pay.

Printed Name \_\_\_\_\_

Number of hours requested \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_

In the event that the employee is unable to sign the request, the employee's agent will briefly explain the reasons surrounding that inability and sign below.

Agent's Statement: \_\_\_\_\_

Agent's Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Signature of Agent \_\_\_\_\_

Date \_\_\_\_\_

(Note: This request must be immediately forwarded to the S.R.V.T.A. President or a member of the sick bank committee.)

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**Sick bank committee use only:**

Request received on \_\_\_\_\_ (Date) by \_\_\_\_\_ (Name)

Verification of sick leave and personal hour exhaustion \_\_\_\_\_ (yes/no).

Attending physician's statement attached \_\_\_\_\_ (yes/no).

Committee Decision: \_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ Number of hours

Reason for denial:

Committee Chair Signature

Date \_\_\_\_\_

School Clerk Signature

Date \_\_\_\_\_

Superintendent Signature

Date \_\_\_\_\_

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