

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room

215 7th Avenue South
Lewistown, Montana 59457

MONDAY, April 17, 2023

REGULAR BOARD MEETING

PAGE 1

Meeting ID

meet.google.com/ccw-qomy-dip

Phone Numbers

[\(US\)+1 605-743-0395](tel:+16057430395)

PIN: 421 669 826#

CALL TO ORDER (6:00 P.M.)

1. Pledge of Allegiance
2. Roll Call
3. Motion to Set Agenda
4. Recognition of Girls Basketball Team and Coaches
5. Recognition of Boys Basketball Team and Coaches
6. Discussion – Bond Update
7. Report—Student Representative
8. Report—LEA
9. Report—Committees of the Board
10. Calendar Items, Concerns, Correspondence, etc.

SUPERINTENDENT'S REPORT

11. Report—Election Information
12. Report—Budget Update
13. Report—Investment
14. Report—Superintendent

PUBLIC PARTICIPATION

15. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items

ACTION ITEMS

MINUTES

16. Minutes of the March 13, 2023 Regular Board Meeting
Minutes of the March 20, 2023 Special Board Meeting

APPROVAL OF CLAIMS

17. Claims

INDIVIDUAL ITEMS

18. Approve Application for Girls and Boys Cooperative Sports Wrestling with Hobson School.

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MONDAY, April 17, 2023

REGULAR BOARD MEETING
CONTINUED PAGE 2

19. Approve Dental Insurance Rates for 2023-2024
20. Approve Renewal of Certified Administrator Contract
21. Approve Call for Bids for Heating System Pump Replacement at the Fergus High School Building located at 1001 Casino Creek Drive
22. Approve New Classified Salary Matrix
23. Approve Issuing Contracts for the Classified Staff for the 2023-2024 School Year
24. Approve Additions to the Substitute List for the 2022-2023 School Year
25. Approve Personnel Report

ADJOURNMENT

*A hard copy of the complete Agenda is available at the LPS Central Office
or, on the Lewistown Public Schools Website:
<http://www.lewistown.k12.mt.us/content/266>*

PUBLIC PARTICIPATION

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

- Speaker must first be recognized by the Chair and identify him/herself.
- Comments may not infringe on the rights to privacy of another.
- Each speaker shall be allowed a presentation not to exceed three (3) minutes at the appropriate time on the Agenda.
- There will be a limit of one presentation per person.
- The Board requests that organizations and groups be represented by a single spokesperson. The spokesperson for each group shall be limited to a presentation of three (3) minutes. To save repetition and time, the Board also requests that persons not speak if a previous speaker has expressed a similar position on the same issue.
- Appropriate comments are welcome but no action is likely to be taken at this time to ensure that others have the opportunity to address the same issue also. Items discussed may, at the discretion of the Board, be placed on a later agenda.
- The Board will accept comments from the public on each agenda item as it is discussed.

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

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

4

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

ITEM TITLE: RECOGNITION –FERGUS HIGH SCHOOL GIRLS BASKETBALL TEAM AND COACHES

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

Newell Roche-Head Coach and Steve Foran and Nicole Wichman Assistant Coaches, along with the Girls Basketball Team and members will be introduced and will give their perspective on this past season.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

5

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

ITEM TITLE: RECOGNITION – FERGUS HIGH SCHOOL BOYS BASKETBALL TEAM AND COACHES

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

Scott Sparks,-Head Coach, Matt Plagenz and Jim Daneils Assistant Coaches, along with the Boys Basketball Team will be introduced and will give their perspective on this past season.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

6

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

ITEM TITLE: DISCUSSION BOND UPDATE

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

Discussion will take place regarding updates and progress on the elementary bond presented by Shane Swandal, Hulteng Corporation.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

7

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

ITEM TITLE: REPORT—STUDENT REPRESENTATIVE

Requested By: Board of Trustees Prepared By: Julia Kunau

SUMMARY:

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

SUGGESTED ACTION: Informational

☒ Additional Information Attached

NOTES:

School Board Meeting Student Report

Julia Kunau

Student Life

- Prom at the Brewery went very well and received positive feedback!
- Weighing GPAs
 - use 5 point scale for Advanced Placement/ Dual Credit classes so students can be competitive when applying for scholarships and college

Club Activities & Sports

- **BPA**
 - State Leadership Conference was in Billings March 12-14
 - Melissa Biddison placed 7th in Digital Marketing Concepts, Gracie Howells placed 1st in Meeting and Event Planning Concepts and 2nd in Economic Research Team, Julia Kunau placed 1st in Advanced Interview Skills and 2nd in Economic Research Team, Mitchell LePage placed 3rd in Computer Modeling, Alex Naber placed 2nd in Website Design Team, Isha Vanderbeek placed 2nd in Website Design Team and 4th in Medical Terminology Concepts
 - Julia Kunau was elected Montana BPA State Vice President
 - These 6 members will be competing at the National Leadership Conference in Anaheim, CA April 26-30
- **FCCLA**
 - State Leadership Conference was in Bozeman March 17-18
 - Jaelyn Arellano placed 1st in Toys That Teach, Julia Kunau & Lexi Breidenbach placed 1st in Chapter in Review, Brooke Ruckman placed 1st in Food Innovations, Khale Bartel placed 2nd in Job Interview, Avery Terry placed 1st in Leadership
 - Lauren Plagenz was elected Montana FCCLA State President
 - 3 of these members will compete at the National Leadership Conference in Denver, CO July 2-6
- **FFA**
 - Competed at the state convention in Great Falls in March (ranging in events from meat science to parli pro)
 - They took a little over 30 kids and many of them were first years
 - They look forward to the end of the year banquet where they award greenhand and chapter awards as well as elect a new officer team
 - They also will be having our greenhouse sale during Mother's Day weekend
- **GSA**
 - Working on individual presentations

- Partnering with Lewistown Public Library to create activities and resources (ex. book lists) for community members
- **Key Club**
 - District Convention in Billings March 19-21 went well
 - Held officer elections
- **Student Council**
 - Officer elections for Student Body and Class begin April 17 and continue into May
- **Softball**
 - Held home jamboree (Varsity 3-1, JV 2-0)
 - Vs. Miles City (Varsity and JV won by 10)
 - Will travel to Sidney and Glendive
- **Tennis**
 - The Boys Team and JV Girls Team had their first meet in Livingston April 11
 - Fergus Invitational is April 15
- **Track**
 - Traveled to Laurel twice and did well (Girls Team: 2nd overall)
 - Will travel to Billings for an invitational meet with A/ AA schools
 - Fergus Meet is April 20

We wish the best of luck to all of these sports teams as they continue competing!

Please feel free to contact me with any questions via email (kunau.julia@lewistown.k12.mt.us).
Thank you so much!

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

8

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

ITEM TITLE: REPORT—LEWISTOWN EDUCATION ASSOCIATION (LEA)

Requested By: Board of Trustees **Prepared By:** LEA Representative

SUMMARY:

The Lewistown Education Association (LEA) would like to update the Board of Trustees on the activities and happenings for their organization.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

9

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

ITEM TITLE: REPORT—COMMITTEES OF THE BOARD

Requested By: Board of Trustees Prepared By: Committee

SUMMARY:

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

Attached is the list for Standing Committees of the Board for the 2022-2023 School Year.

SUGGESTED ACTION: Informational

☒ Additional Information Attached

NOTES:

STANDING COMMITTEES OF THE BOARD

2022-2023 School Year

Committee	Number on Comm.	CJ Bailey	Whitney Brady	Kris Birdwell	Zane Fulbright	Doreen Heintz	Phil Koterba	Jeff Southworth
Building & Grounds	3	X					X	X
Insurance Risk Committee	2		X		X			

OTHER COMMITTEES WITH BOARD REPRESENTATION

2022-2023 School Year

Committee	Number on Comm.	CJ Bailey	Whitney Brady	Kris Birdwell	Zane Fulbright	Doreen Heintz	Phil Koterba	Jeff Southworth
Activities	3			X		X		X
Curriculum Committees:								
Music	1				X			
Health Insurance Program	2			X				X
School Calendar	1				X			
Vocational Advisory Council	1		X					
Gaining	3		X	X	X			
Policy Review	3	X				X	X	
Assessment	2			X		X		
Classified Salary/Benefit Review	2	X						X

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

10

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

ITEM TITLE: CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.

Requested By: Board of Trustees **Prepared By:** _____

SUMMARY:

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

- 2022-2023 Accreditation Status Reports
- OPI Letter on Graduation Requirement effective date
- Elementary Levy Promotion
- Central Montana Youth Challenge – April 19, Three Panelists
- Legislative Update
- 20 Day Plans

SUGGESTED ACTION:

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

11

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

ITEM TITLE: REPORT—ELECTION INFORMATION

Requested By: Superintendent **Prepared By:** Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, will report on the election calendar and procedures for 2023.

Attached are the Terms of Office Listing and the 2023 School Election Calendar.

Board members terms of office that are due to expire in 2023 include: Jeff Southworth, Kris Birdwell and Doreen Heintz. In addition, the remainder of Phil Koterba's 2 year term will be considered on the ballot.

SUGGESTED ACTION: Informational

☒ **Additional Information Attached**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD MEMBERS TERMS OF OFFICE

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

	Expire 2023	Expire 2024	Expire 2025
SCHOOL DISTRICT #1	Kris Birdwell Jeff Southworth Doreen Heintz	CJ Bailey Zane Fulbright	Phillip Koterba Whitney Brady

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

_____ 3-year term (to expire in 2026)

_____ 3-year term (to expire in 2026)

_____ 3-year term (to expire in 2026)

_____ 2-year term (to expire in 2025)


Declaration of Intent Filed for Nomination of School Board Trustee:

Kris A. Birdwell - 3 year term
John M. Carlson - 3 year term
Doreen Heintz - 3 year term
Lisa Koch - 3 year term
Randy Ruff - 3 year term
Scott A. Dubbs - 2 year term
Kevin Hodge - 2 year term

SCHOOL ELECTION CALENDAR 2023

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
No earlier than 145 days, or later than 40 days before	Thursday, December 8 through Thursday, March 23	Trustee candidates file for election. A Declaration of Intent and Oath of Candidacy must be filed with district clerk (regardless of who is running the election). NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS THE CANDIDATE MEETS THIS DEADLINE. <i>Candidate should be registered to vote at the time the Oath is filed.</i>	13-10-201 20-3-305
At least 70 days before	Tuesday, February 21	Trustees call for an election. The trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) whether the election will be by mail or poll; 4) the voting locations and boundaries for each location, if there are multiple locations within a district (if changed from a previous school election the new locations must be specifically noted); and 5) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot (not less than 30 days before the election). The resolution must be delivered to the county election administrator within 3 days of passage, but it need NOT be posted. The trustees must also appoint three election judges per precinct. <ul style="list-style-type: none">• Bond Elections are subject to additional requirements (see 20-9-422, MCA).• Request for a mail ballot election must be sent from trustees to the election administrator. Exception: Even if no request is received, the election administrator could decide to request a mail ballot election.	13-19-202 13-19-203 20-9-422 20-20-201 20-20-203
At least 67 days before (within 3 days of passage of the election resolution)	Friday, February 24	Last day to file resolutions for school election with county election administrator. To assist with the provisions of late registration, include the name and best contact number for the district's election administrator with the resolution.	20-20-201(2)(a)
At least 60 days before	Friday, March 3	Election administrator sends mail ballot election plan/timetable/sample instructions to the Secretary of State's Office so that it is received by this deadline (e.g., fax, mail, or e-mail to SOS office (not post marked)). One plan must be submitted for each election. As soon as the plan (and any amendments are approved), forward a copy of the mail ballot plan to the county election administrator. Link to instructions: Mail Ballot Plan Timetable and Instructions	13-19-205
4 weeks preceding the close of regular registration	Monday, March 6	Notice of close of regular registration. The county election administrator publishes the notice of close of regular registration for school districts at least 3 times in the 4 weeks preceding the close of regular registration. Contact the county election administrator to coordinate that publication.	13-2-301
Not later than 5pm the day before ballot certification	Thursday, March 30 (by 5 p.m.)	Last day trustee candidates may withdraw from the election. Any candidate that has already filed for election, but wishes to withdraw their name, may do so by sending a statement of withdrawal to the election administrator.	20-3-305(3)(a)
Not later than 5pm the day before ballot certification	Thursday, March 30 (by 5 p.m.)	Deadline for write-in candidate for a trustee position on a school board to file Declaration of Intent (must be filed with the district clerk, regardless of who is running the election).	20-3-305(2)(b)
No later than the 30th day before	Friday, March 31	Deadline to notify election judges of appointment.	13-4-101

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Not less than 30 days before	Friday, March 31	Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. <i>Trustees must pass a resolution stating exact levy amounts by this date for the clerk to certify the ballot.</i> This resolution must include the durational limit, if any, on the levy.	20-20-401 15-10-425
Not less than 30 days before	Friday, March 31	Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees may cancel the election. They must then give notice that a trustee election will not be held. The trustee election may not be declared by acclamation until all candidate filing deadlines have passed. Send a copy to the county election administrator to aid with the provisions of late registration. <i>**A trustee election held in single-member or trustee nominating district is considered a separate trustee election for declaring the election by acclamation.</i>	20-3-313
30 days before any election	Monday, April 3	Close of regular voter registration. Registration forms postmarked by this date and received within 3 days are accepted for regular registration. Late registration must be completed at the county election office.	13-2-301
Not more than 30 days before	Monday, April 3	Contact your county election administrator for the absentee ballot list.	13-13-212 20-20-312
Not more than 30 days before	Monday, April 3	Performance Testing and Certification of Voting System. The election administrator must publicly test and certify that the system is performing properly.	13-17-212
Day after Close of Regular Registration	Tuesday, April 4	Start of Late Registration. Late voter registration starts and continues through election day. Late registration must be completed at the office of the county election administrator.	13-2-304
Not less than 10 days, or more than 40 days before	Thursday March 23 Through Saturday, April 22	Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district, if available, posted in at least three public places in the district AND posted on the district's website for the 10 days prior to the election, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. The notice must include: 1) the date and voting locations for the election; 2) voting location hours; 3) each proposition to be considered by the electorate; 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions; 5) where and how absentee ballots may be obtained; and 6) where and how late registrants may obtain a ballot on election day. <ul style="list-style-type: none">• If the polling place has changed from the previous school election, that change must be referred to in the notice.• If more than one proposition will be considered in the same district, each proposition must be set apart and identified, or placed in separate notices.	20-20-204
At least 20 days before	Wednesday, April 12	Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none">• The ballot (with stubs removed);• Instructions for voting and returning the ballot;• A secrecy envelope, free of marks that would identify the voter; and• A self-addressed, return envelope with affirmation printed on the back.	13-13-214 20-20-401
Not before the 20 th day nor later than the 15 th day	Wednesday, April 12 through Monday, April 17	Mail ballots mailed. If mail ballot election is used, all ballots must be mailed on the same day (the day noted in the district's mail ballot plan), except that if an inactive elector reactivates after the ballots are mailed, the elector should be provided with or mailed a ballot. If the elector reactivates after noon on the day before election day, the elector must come in on election day to receive a ballot.	13-19-207

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Not more than 10 days or less than 2 days before	Saturday, April 22 through Sunday, April 30	Absentee/Mail Ballot Counting Notice. Districts must publish in a newspaper of general circulation in the county a notice indicating the method that will be used for counting absentee/mail ballots and the place and time that the absentee/mail ballots will be counted on election day. <i>If the district publishes their notice of election on the 10th day prior to the election, in a newspaper of general circulation in the county, this information may be included in that notice.</i>	13-15-105
Not more than 10 days or less than 2 days before	Saturday, April 22 through Sunday, April 30	Polling Location Accessibility Notice. Districts must publish in a newspaper of general circulation in the county a statement of the location of the polling places and whether each location is accessible or inaccessible. <i>This notice may be combined with the notice above, and with the notice of election if the notice is published on the 10th day prior to the election.</i>	13-3-105 13-3-207
Not more than 10 days or less than 2 days before	Saturday, April 22 through Sunday, April 30	Publication of Information Concerning Voting Systems. Districts shall broadcast on radio or television or publish in a newspaper of general circulation in the county a diagram showing the voting system to be used by voters and a sample ballot (newspaper only), a statement of location of where the voting system to be used is on public display, and instructions on how to vote. <i>This notice may be combined with the notices above, and with the notice of election if the notice is published on the 10th day prior to the election.</i>	13-17-203
Day before (by Noon)	Monday, May 1	Deadline for absentee ballot requests. Voters who wish to vote absentee may request an absentee ballot in writing or in person until noon the day before the election.	13-13-211 13-13-214
Day before	Monday, May 1	Deliver certified copy of the lists of registered electors. Before the day of election, the county election administrator shall deliver a certified copy of the lists of registered electors for each voting location to the district. The district shall deliver them to the election judges prior to the opening of a voting location.	20-20-313
Election Day 	Tuesday, May 2	ELECTION DAY. The election administrator must prepare the polling places, printed ballots, ensure election judges are present, and conduct a fair and unbiased election. Notify election judges of the names of write-in candidates	Title 13 20-20-105 20-20-401 20-20-411
No sooner than 3pm on the 6 th day after the election	Monday, May 8	The first date that provisional ballots may be counted. Following the election, unresolved provisional ballots are sealed. These ballots may not be opened until after 3pm on the 6 th day after election. The election judges convene, and a determination is made as to whether the ballots are counted. If there are provisional ballots in a school election, the canvass may not occur until after all provisional ballots are resolved.	13-15-107
Following receipt of the tally sheets from all polls and within 25 days after the election	By Friday, May 26	Trustees canvass the votes, issue certificates of election, and publish results. Trustees review the tally sheets compiled by the election judges to ascertain their accuracy. Recounts are ordered, if necessary. If tally is complete and accurate, trustees issue certificates of election to successful candidates. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district. <i>If the election was called by acclamation the trustees should still canvass results and issues certificates of election at this time.</i>	20-20-415 20-20-416

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Within 5 days after the official canvass	Monday, May 8 through Wednesday, May 31	Deadline for filing a petition for recount. When a question submitted to a vote of the people is decided by a margin not exceeding $\frac{1}{4}$ of 1% of the total votes cast for and against the question, a petition for recount must be filed within 5 days after the official canvass.	13-16-201
Within 5 days of receipt of notice from the election administrator	Monday, May 8 through Monday, June 5	Deadline for convening the School Recount Board. When a tie vote has been certified to the election administrator or conditions have been met for filing a recount petition, the board shall convene at its usual meeting place to perform a recount. The recount must be completed within 5 days of receipt of official canvass or recount petition.	13-16-204 20-20-420
Within 25 days of election	By Friday, May 26	Deadline for trustees to hold organizational meeting to elect chair and appoint clerk.	20-3-321
June 1	Thursday, June 1	Deadline for trustees to request county election administrator to conduct school elections for next year. The school district clerk/election administrator is designated the election administrator for school elections. However, the trustees of any district may request the county election administrator to become the election administrator for school elections. The request must be made by a resolution of the board of trustees. If the county accepts, then the county must perform all the duties the school clerk would have. The school district must assume all costs of the election.	20-20-417
Within 15 days after receipt of certificate of election	By Friday, June 9	Candidate completes and files Oath of Office with the County Superintendent. <i>*Newly elected trustees may not be seated until the oath is filed. The issuance and the oath may be administered at the organizational meeting but must be completed within 15 days of issuance.</i> <i>**In the event of a recount, the deadline for a candidate to complete and file the oath is 15 days from receipt of the certificate of election.</i>	20-3-307 20-1-202 1-6-101

NOTE:

On September 30, 2022, the MT Supreme Court ruled that the last of the four bills from the 2021 Legislative Session were unconstitutional and not to be enforced. As of now, there are no changes to late registration, issuance of a ballot to an underage elector, voter identification requirements, or prohibitions on ballot collection. As new legislation is introduced in the 2023 Legislative Session the OPI will update the election calendar to reflect any changes that may impact the May school election.

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

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

Additional References:

Sample forms can be found at this address: [School Finance Election Webpage](#)

Election Manual: [School Election Handbook](#)

MT Secretary of State's Office: [Secretary of State's Election Webpage](#)

NOTE: Candidates for trustee positions in (1) a first-class district located in a county with populations of 15,000 or more, OR (2) a county high school district with an enrollment of 2,000 or more are required to file a C-1-A Statement of Candidate within 5 days of becoming a candidate. For reporting dates and instructions contact the Montana Commissioner of Political Practices at: [Commissioner of Political Practices Webpage](#).

**LEWISTOWN PUBLIC SCHOOLS
ELECTION HISTORY**

ELEMENTARY										
	1997	1998	1999	2000	2001	2002	2003	2004	2005	
AMOUNT	\$268,571.05	\$169,267.06	\$165,301.94	\$27,075.62	NONE	\$29,997.63	\$46,533.25	\$15,336.91	\$31,500.00	\$98,000.00
MILLS	28.25	17.49	14.71	2.05			4.65	1.52		
FOR	560	569	497	510			786	661		
AGAINST	324	291	17	166			287	249		
PASS/FAIL	PASS	PASS	PASS	PASS		PASS	PASS	PASS		PASS
MAIL/POLL	POLL	POLL	POLL	POLL			POLL	POLL		
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY		TECH	GF LEVY	GF LEVY	TECH	BR LEVY (10YR)

ELEMENTARY										
	2006	2007	2008	2009	SPRING 2010	SEPTL 2010	2011	2012	2013	2014
AMOUNT	\$24,110.65	\$77,903.95	NONE	\$123,863.99	\$111,435.00	\$10,715,000.00	\$211,108.25	NONE	NONE	\$0.00
MILLS	2.09	7.23		10.88	9.48		17.49			0.00
FOR	703	689		478	958	1421	923			991
AGAINST	287	392		521	726	2143	1165			155
PASS/FAIL	PASS	PASS		FAIL	PASS	FAIL	FAIL			PASS
MAIL/POLL	POLL	POLL		POLL	POLL	MAIL	MAIL			POLL
TYPE	GF LEVY	GF LEVY		GF LEVY	GF LEVY	BOND	GF LEVY			BUS BARN LAND

ELEMENTARY										
	2015	2016	2017	2018	2019	2020	2021	2021	2022	
AMOUNT	\$98,000.00	\$79,449.41	\$98,000.00	\$68,606.20	NONE	\$44,638.12	\$51,646.08	NONE	\$20,400,000.00	\$56,896.87
MILLS	8.33	6.58	8.17	5.54		3.46	3.82			
FOR	1126	1157	845	966		1295	1576		1484	1112
AGAINST	1173	1146	542	703		1039	1052		1342	1193
PASS/FAIL	FAIL	PASS	PASS	PASS		PASS	PASS		PASS	FAIL
MAIL/POLL	MAIL	MAIL	POLL	POLL		MAIL	MAIL		MAIL	MAIL
TYPE	BR LEVY (10 YR)	GF LEVY	BR LEVY (10 YR)	GF LEVY		GF LEVY	GF LEVY		BOND	GF LEVY

HIGH SCHOOL										
	1997	1998	1999	2000	2001	2002	2003	2004	2005	
AMOUNT	\$32,867.01	\$107,066.90	\$69,582.16	NONE	NONE	\$51,165.05	\$87,613.29	\$55,318.87	\$101.00	\$98,000.00
MILLS	2.62	8.59	5.70				8.09	5.07	9.37	
FOR	696	673	517				758	641	514	
AGAINST	449	490	18				325	272	289	
PASS/FAIL	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS
MAIL/POLL	POLL	POLL	POLL	POLL	POLL	POLL	POLL	POLL	POLL	
TYPE	GF LEVY	GF LEVY	GF LEVY	GF LEVY	GF LEVY	TECH	GF LEVY	GF LEVY	GF LEVY	BR LEVY (10YR)

HIGH SCHOOL										
	2006	2007	2008	2009	SPRING 2010	SEPTL 2010	2011	2012	2013	2014
AMOUNT	\$227,354.04	\$28,399.56	NONE	\$34,998.00	NONE	NONE	\$137,765.21	NONE	\$130,492.06	NONE
MILLS	19.93	2.44		2.85			10.58		9.68	
FOR	669	718		531			919		1486	
AGAINST	332	390		483			1201		1337	
PASS/FAIL	PASS	PASS		PASS			FAIL		PASS	
MAIL/POLL	POLL	POLL		POLL			MAIL		MAIL	
TYPE	GF LEVY	GF LEVY		GF LEVY			GF LEVY		GF LEVY	

HIGH SCHOOL										
	2015	2016	2017	2018	2019	2020	2021	2021	2022	
AMOUNT	\$98,000.00	\$98,000.00	NONE	NONE	NONE	\$44,713.54	NONE	\$8,600,000.00	NONE	
MILLS	7.71	7.54				3.03				
FOR	1150	875				1589		1447		
AGAINST	1256	593				1168		1509		
PASS/FAIL	FAIL	PASS				PASS		FAIL		
MAIL/POLL	MAIL	POLL				MAIL		POLL		
TYPE	BR LEVY (10 YR)	BR LEVY (10 YR)				GF LEVY		BOND		

AS OF DECEMBER 2022:

# ABSENTEE VOTERS IN ELEMENTARY DISTRICT	3571	69%
# POLL VOTERS IN THE ELEMENTARY DISTRICT	1604	31%
TOTAL # OF VOTERS IN ELEMENTARY DISTRICT	5175	

# ABSENTEE VOTERS IN THE HS DISTRICT	166	67%
# POLL VOTERS IN THE HS DISTRICT	82	33%
# OF VOTERS IN THE HS DISTRICT	248	

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

12

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

ITEM TITLE: REPORT—BUDGET UPDATE

Requested By: Superintendent Prepared By: Rebekah Rhoades

SUMMARY:

Rebekah Rhoades, Business Manager/District Clerk, would like to update the Board of Trustees regarding some preliminary information regarding the 2023-2024 General Fund Budgets.

SUGGESTED ACTION: Informational

☒ Additional Information Attached

NOTES:

2023-2024 PRELIMINARY BUDGET PROJECTION As of 4/14/2023

ELEMENTARY

Current Year (2022-2023) Budget	\$7,018,871.9	
2023-2024 Projected Budget	\$7,216,778.6	without a vote
	\$7,306,488.7	with a vote
FY23 Budget vs FY24 Budget:	\$197,906.6	higher without a vote
	\$287,616.8	higher with a vote
FY24 Projected Expenditure:	\$7,266,328.4	
<u>Preliminary</u> Budget Shortfall/Surplus	(\$49,549.78)	without a vote
	\$40,160.3	with a vote

HIGH SCHOOL

Current Year (2022-2023) Budget	\$3,352,482.3	
2023-2024 Projected Budget	\$3,465,179.9	without a vote
	\$3,465,179.9	with a vote
FY23 Budget vs FY24 Budget:	\$112,697.6	lower without a vote
	\$112,697.6	higher with a vote
FY24 Projected Expenditure:	\$3,575,672.8	
<u>Preliminary</u> Budget Shortfall/Surplus	(\$110,492.86)	without a vote
	(\$110,492.86)	with a vote

Unknowns: Legislature, Retirements/Staff Resignations (ongoing), Kindergarten Enrollment, Title I Funding

Projections include: 5.9% Health Insurance increase for certified staff, 5.9% Health Insurance increase for classified staff, All Staff moved in Years of Experience, New Classified Matrix, 4% increase for all Classified Admin (no salary matrix), Certified and Certified Admin salary matrix increases, Spring Enrollment, Use of Permissive Building Reserve Fund to pay for Counselor wages at both the Elementary and High School, use of ESSER Funds to pay for additional staffing (see below)

ESSER Funds Used

ESSER III - 2.5 fte (\$117,000 HS) + 1.5 fte (\$81,000 Elem) + 1.0 fte Tech (\$58,000)
TOTAL ESSER: \$256,000

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

13

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

ITEM TITLE: REPORT—INVESTMENT

Requested By: Superintendent Prepared By: Rebekah Rhoades

SUMMARY:

Interest for March 2023 is as follows:

Elementary	\$947.87
<u>High School</u>	<u>\$812.12</u>
TOTAL	\$1,759.99

Elementary Bond STIP Interest for March 2023 was not available at the time of posting.

SUGGESTED ACTION: Informational

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana
BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

14

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

ITEM TITLE: REPORT—SUPERINTENDENT

Requested By: Superintendent **Prepared By:** Thom Peck

SUMMARY:

Time is provided on the agenda for the Superintendent to discuss with the Board any calendar items, concerns, correspondence, future agenda items, and announcements.

- ❖ Staffing Update
- ❖ Winter Sports Team GPA – Wrestling – 3.02 GPA, GBB – 3.40 GPA and BBB – 3.73 GPA
- ❖ SBAC Testing (MAST Pilot with a SBAC Waiver?)
- ❖ April 17 - CPI Training (Physical Restraint), Basement of Sheriff's Office
- ❖ HiSET Options Testing
- ❖ April 18 - 3rd Grade Spring Concert – 7 pm @ FCPA
- ❖ FHS Principal Interviews – Thursday, April 20 or Friday, April 21
- ❖ April 26-28 - LJH Prairie Field Study Fieldtrip
- ❖ May 2nd – School Election Day
- ❖ May 3rd – FHS Golden Eagle Student Council Workshop
- ❖ May 4 - HP Science Fair
- ❖ May 6 & 7 - Miss Montana USA and Miss Montana Teen USA
- ❖ May 12 - 8th Grade Dance, Day Law Building
- ❖ Home Athletic Events:
 - SB v. Glasgow – Thursday, April 20
 - SB v. Park – Friday, April 21
 - SB v. Sidney – Saturday, April 22

SUGGESTED ACTION: Informational

☐ **Additional Information Attached**

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

15

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

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS
THE BOARD ON NON-AGENDA ITEMS

Requested By: Board of Trustees **Prepared By:** _____

SUMMARY:

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

SUGGESTED ACTION:

☐ Additional Information Attached

NOTES:

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

16

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

ITEM TITLE: MINUTES

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The following minutes are attached for your approval:

- Minutes of the March 13, 2023, Regular Board Meeting
- Minutes of the March 20, 2023 Special Board Meeting

SUGGESTED ACTION: Approve Minutes as Presented

☒ **Additional Information Attached**

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM and via Google Meet
215 Seventh Avenue South
Lewistown, Montana 59457**

MONDAY, March 13, 2023

REGULAR BOARD MEETING

CALL TO ORDER (6:00 p.m.)

1. ROLL CALL

TRUSTEES PRESENT:

Kris Birdwell, Whitney Brady, Zane Fulbright, Doreen Heintz, CJ Bailey,
Jeff Southworth, Phil Koterba

TRUSTEES ABSENT:

STAFF PRESENT:

Superintendent Thom Peck, Business Manager/District Clerk Rebekah Rhoades, Luke Brandon – LEA President, Lee Stahl, Melanie Smith, Sherry Breidenbach, Meggan Cirrincione, Chris Guglielmo, Tom Wojtowick, Janelle Fulbright, Jodi Henderson and other interested parties.

OTHERS PRESENT:

Heidi Weber – KXLO Radio, Will Briggs – News Argus, Shane Swandal, Hulteng, Dani Phillips, Rachel Stansberry, Wybie Naber, Raleigh Heitzman, Owen Day, Eric Vanderbeek, Lorraine Day, Kaycee Workman, Katie Simpson and other interested parties.

2. PLEDGE OF ALLEGIANCE

3. Motion to Set Agenda – Approved Unanimously (Bailey/Southworth)

4. Recognition of FHS Speech and Drama Team and Coach

Lee Stahl, Head Speech and Drama Coach, recognized the team for their season and their accomplishments post-season.

5. Report—Student Representative

Julia Kunau, Student Representative, was not at the meeting but provided a report for the board packet.

6. Report—LEA

Luke Brandon, LEA President, updated the Board on activities in the LEA organization.

7. Report—Committees of the Board

Calendar Committee met on February 16th. Trustee Fulbright reported that three calendars were submitted for a vote to staff and the final version will be approved later in the meeting.

Shane Swandal updated the Board on the progress of the Bond. He shared that the Building & Grounds Committee met on March 7th. Approval of the GMP for Lewis

& Clark Phase II will take place later in the meeting. Bid tally sheets and an explanation of award were shared with the Board. Bids for fire suppression will be advertised publicly one more time, but if no bids are received, the District will need to seek out vendors.

8. Calendar Items, Concerns, Correspondence, Etc.

Mr. Peck presented the following to the Board:

- OPI Letter – MT Advance Opportunities grant and Transformational Learning
- OPI Letter on Career Coaches opportunities
- OPI Letter on Health Professions Career Pathway
- 20 Day Plans

Trustee Fulbright was concerned that the newspaper did not address the Garfield incident and requested to know how incidents would be communicated administratively. Mr. Peck stated that, in the future, when calls go out to parents the staff will also be notified.

Trustee Fulbright expressed his concern regarding a curriculum being taught at the High School called LiveRespect. He shared that he was told an upcoming PIR will be dedicated to training staff and another day will be dedicated to teaching students. Trustee Fulbright stated that he does not agree with this curriculum being introduced. Trustee Birdwell expressed his concerns regarding the curriculum based on what he has read on the company's website. He asked the staff in the audience why this is being implemented. Mrs. Cirrincione stated that the teachers requested that the curriculum be implemented. Ms. Smith added that the curriculum is to assist in instructing the boys, and others, how to treat others. Ms. Breidenbach shared that teachers have observed the way that students treat each other and believes the curriculum will help them to teach students better behavior. Mr. Guglielmo shared that the curriculum is just a baseline and what will be taught will be appropriate for the the students in our community. Dani Phillips shared about the knowledge she has gained in this area and believes that the curriculum has been altered appropriately for the community and has shown in other places to be beneficial in addressing behaviors seen at the high school and is concerned about students if nothing is taught to them. Trustee Fulbright expressed that he feels the curriculum is an indoctrination and is not the appropriate way to address the issue in our District. Trustee Birdwell agreed that this specific curriculum is not the correct route and recommended holding a Special Board Meeting to have an official vote on the curriculum after obtaining more information. Trustee Brady requested that the information that has been developed by the Fergus High Staff be shared with the Board. Mrs. Cirrincione stated that the curriculum is Nationally recognized. The staff will send the Powerpoint training to the Board for their review. John Carlson requested clarification on whether or not the Board was aware of the curriculum, and expressed his concern that a hierarchy should have been followed. Mrs. Cirrincione reported that the correct processes were followed. Trustee Bailey recapped by stating that seemed that the Board is not opposed to implementing a curriculum, but that the curriculum currently being discussed may not be the solution. Mr. Guglielmo did send a letter to all parents presenting an opt-out option. Further discussion will take place.

SUPERINTENDENT'S REPORT

9. Report—Election Information

Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the 2023 School Election²⁹ Calendar and advised them of the Trustee seats

that will be up for election in 2023 – Phil Koterba (2 year term), Kris Birdwell, Doreen Heintz and Jeff Southworth for 3 year terms.

10. Report—Budget Update
Rebekah Rhoades, Business Manager/District Clerk, presented to the Board the budget outlook for 2023-2024 school year.
11. Report—Investment
Interest for February 2023 was \$2,999.52 in the High School and \$1,522.49 in the Elementary for a total of \$4,515.01. Elementary Bond STIP Interest for February 2023 was \$71,557.24.
12. Report—Superintendent
Superintendent Peck shared that Elsie Arntzen, State Superintendent of Schools visited the Junior High recently. Mr. Peck updated the Board on staffing throughout the District. Garfield Elementary is piloting a radio program and each school is performing vulnerability assessments to address safety. Mr. Peck attended the virtual career fair at Montana State University – Bozeman. A 5.0 grading scale for FHS will be recommended for the 2023-2024 school year in a future meeting. The Board was updated on various dates/events taking place throughout the District. The April Board Meeting will be held on Monday, April 17th due to the Easter Holiday.

PUBLIC PARTICIPATION

13. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items

Luke Brandon requested that the District return to four full-time music teachers and offer more music courses to students. Rachel Stansberry, parent of former students, spoke in support of the music program as well. Wybie Naber shared her support of the music program as a student and requested that there be two full time instructors at the High School. Raleigh Heitzman, parent, expressed his support and concurred with the previous comments. Owen Day a student of FHS, and a teacher of music in the community, stated that many students are seeking out ways to participate in music. Eric Vanderbeek, parent, reiterated his support of the music program at Lewistown Public Schools. Mr. Peck stated that there are two full-time positions posted and that there are currently two applicants for these positions. Trustee Bailey verified with Mr. Peck that the intent is to fill two full-time positions and Mr. Peck confirmed. Lorraine Day, parent, requested that there be more structure in how the curriculum is taught and believes that it can be done with more staffing. Tom Wojtowick recommended that a music appreciation course be taught in addition to the regular band and choir classes, which would be possible with more staffing.

Janelle Fulbright requested to know who is directing the fundraising for the HS Student Activities funds with the District taking on the Girls Softball and Boys Cross Country programs and asked if every sport is required to do a fundraiser. Per financial reports posted on the LPS website, Mrs. Fulbright noted that it does not appear that all sports have yet fundraised and is concerned that each sport may not be pulling their weight. In addition, she recommended that the AD/Principal position become two separate positions rather than the one position it is currently.

ACTION ITEMS MINUTES

14. Minutes of the February 13, 2023~~0~~ Regular Board Meeting

- Approved Unanimously (Southworth/Fulbright)

APPROVAL OF CLAIMS

15. Claims – The claims referenced in the 2022-2023 Bill Schedule and submitted through March 10, 2023, were approved unanimously (Bailey/Brady). The Finance Committee for January – March 2023 is Board Chair Doreen Heintz, Kris Birdwell, Whitney Brady and CJ Bailey. New Finance Committee – Board Chair Doreen Heintz, Whitney Brady, Zane Fulbright, Kris Birdwell.

INDIVIDUAL ITEMS

16. Approve Parent Appeal to Allow student to Participate in the Fergus High School Graduation Ceremony without receiving a diploma – Approved (Birdwell/Southworth)
Southworth - Yes, Birdwell - Yes, Koterba - Yes, Heintz - Yes, Bailey - No, Brady - No, Fulbright - No
Kaycee Workman presented the process she followed, and information provided, to enroll her son at Fergus High School after homeschooling for three and a half years. She expressed her concerns with the way that District policy was followed, but took ownership for being unaware of the policies in existence. She also believed that she did not prepare him for testing as needed. As a result, she is requesting that her son walk through graduation, but receive a homeschool diploma. Mr. Peck stated that the student does not have the credits to graduate, so he does not support the student walking in graduation because the requirements have not been met. Discussion among the Board ensued. Trustee Bailey expressed that he does not support his participation in graduation because he has not met the requirements. Trustee Birdwell shared that he agrees that he does not have the credits to graduate, but feels that the student should be able to walk through the ceremony. Trustee Fulbright shared that many years ago, students were allowed to walk but were marked as “not completed” on the graduation program. Janelle Fulbright stated that precedence will be set if students are allowed to walk without the appropriate credits. Trustee Brady recommended there be more guidelines be written to help make these decisions and supports following current policy that would not allowing the student to walk. Katie Simpson shared that she homeschooled her kids, supports inclusion of homeschool students and feels that the student has proven by his grades that he deserves to walk at graduation. Trustee Southworth stated his support of the student walking in graduation and believed it is a benefit to the student without harm the District. Trustee Fulbright stated that it is necessary to review policy due to changes at the Legislative level with homeschool students and their participation in extracurriculars, as this request is likely to occur in the future. Mr. Peck reiterated that there is a 22 credit requirement to graduate and that the student does not have those credits. Jodi Henderson spoke to her agreement that better guidelines need to be written, to which all trustees agreed.
17. Approve Out-Of-District Student Attendance Agreement Request for Placement inside of the Lewistown Public Schools – Approved Unanimously (Bailey/Brady)
18. Approve Second Reading of Policy 2510 – School Wellness – Approved Unanimously (Bailey/Brady)
19. Remove Board Policy 2510P – School Wellness – Approved Unanimously (Fulbright/Bailey)
20. Approve First Reading of Policy 5251 – Resignations – Approved Unanimously (Birdwell/Fulbright)
21. The Trustees requested that the Certified Administrator contracts be voted on individually.
Approve Issuing Contract for the Classified Administrators for the 2023-2024 School Year – Approved Unanimously (Fulbright/Brady)

Move to table the motion to approve Paul Bartos' contract for the 2023-2024 School Year until an Executive Session can be held – Approved Unanimously (Birdwell/Bailey)

Approve Issuing a contract to Christopher Guglielmo for the 2023-2024 School Year – Failed (Fulbright/Southworth) Southworth - Yes, Birdwell - No, Koterba - Yes, Heintz - Yes, Bailey - No, Brady - No, Fulbright - No

Approve Issuing a contract to Jeffrey Friesen for the 2023-2024 School Year – Approved Unanimously (Birdwell/Bailey)

Approve Issuing a contract to Matthew Lewis for the 2023-2024 School Year – Approved Unanimously (Bailey/Brady)

Approve Issuing a contract to Matthew Ventresca for the 2023-2024 School Year – Approved Unanimously (Southworth/Birdwell)

Approve Issuing a contract to Daniel Wirtzberger for the 2023-2024 School Year – Approved Unanimously (Bailey/Southworth)

22. Approve Issuing Contracts for Certified Staff for the 2023-2024 School Year – Approved (Bailey/Southworth) Brady - Abstain
23. Approve Non-Renewal of Shalon Wilson Non-Tenured Certified Staff Contract without Cause – Approved Unanimously (Fulbright/Birdwell)
24. Approve Sletten GMP Phase II Construction Bids - Lewis and Clark Phase II – Approved (Birdwell/Fulbright) Bailey - Abstain
25. Approve Multi-District Agreement for Technology Services to correct paragraph 11 to refer to Paragraph 12 – Approved Unanimously (Bailey/Fulbright)
26. Set Elementary District Number One Levy Amount to \$89,710.14 – Approved Unanimously (Bailey/Brady)
27. Set High School District Number One Levy Amount to \$0 – Approved Unanimously (Southworth/Fulbright)
28. Approve Adoption of Resolution Estimating Changes in Revenues/Mills from Tuition, Adult Education, Building Reserve, Transportation and Bus Depreciation Levies for School Fiscal Year 2024 – Approved Unanimously (Bailey/Fulbright)
29. Approve 2023-2024 School Calendar – Approved (Fulbright/Southworth)
30. Approve Certification for Indirect Cost Rates for FY 2023-2024 – Approved Unanimously (Birdwell/Bailey)
31. Approve Additions to the Substitute List for the 2022-2023 School Year – Approved Unanimously (Bailey/Brady)
32. Approve Personnel Report – Approved Unanimously (Bailey/Koterba)

ADJOURNMENT

The meeting was adjourned at 9:08 p.m (Bailey). The next regular meeting will be held at 6:00 p.m. on Monday, April 17, 2023, at the Lincoln Board Room.

DOREEN HEINTZ
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

Monday, March 20, 2023

SPECIAL BOARD MEETING

CALL TO ORDER (6:00 P.M.)

1. ROLL CALL

TRUSTEES PRESENT:

Board Chair Doreen Heintz, Whitney Brady, Kris Birdwell, Zane Fulbright

TRUSTEES ABSENT:

Phil Koterba, Jeff Southworth

STAFF PRESENT:

Superintendent Thom Peck, Business Manager Rebekah Rhoades, Paul Bartos, Chris Guglielmo, Gina Crawford, Tom Webb and other interested parties.

OTHERS PRESENT:

Lewistown News Argus, KXLO Radio, Jennifer Burnham, Scott Smith, Makenzie Guglielmo, Bree Peterson, Kylee Peterson, Cecilia Rinaldi, Dale Pfau, Chloe Baumann, Landon Guglielmo, Joe Kern, Eric Vanderbeek, Olivia Kingsford, Tonya Garber, Branigan King and other interested parties.

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

PUBLIC PARTICIPATION

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

Jennifer Burnham, parent, handed out two documents to the Board showing negative Facebook posts made by Board Chair Doreen Heintz regarding the girls' basketball team. She expressed her concern that these comments were made during a season filled with adversity. Mrs. Burnham requested that Doreen Heintz step down as Board Chair.

Scott Smyth, parent, requested to address the Board regarding the 4 day school week. He shared his experience overseas as a Federal Employee observing other countries increasing the days that they educate their students. He expressed his concern that the District may choose a 4 day week and how that may affect students, noting that our students are not competing nationally, but internationally. He referred to the negative effects of Covid and online learning and the reduced amount of time students were at school.

Makenzie Guglielmo, student, read a letter in support of the contract being approved for Chris Guglielmo as Principal of Fergus High School. Bree Peterson also read a letter in support of Mr. Guglielmo's contract

being renewed. Kylee Peterson did the same, reiterating support, recognizing what he has done, and stating that 1 year is not enough time. CeCelia Renaldi, parent, also read a letter in support of Mr. Guglielmo, sharing that his family has become an important part of the community and she has seen in him as a leader of the students in the District. Dale Pfau expressed his concern that the Board made a mistake voting against Mr. Guglielmo's contract at the last Board Meeting, stating that the team of Principals at the High School was exceptional. Tom Webb, teacher and friend, spoke on behalf of Mr. Guglielmo. He stated that he did not believe that the Board received the "full picture" and made a mistake with their decision. Landon Guglielmo handed out a petition signed by students, staff and community in support of Mr. Guglielmo's contract. Chloe Baumann, student, wrote a letter showing support of Mr. Guglielmo and how he has shown support to her over the past year.

Gina Crawford, teacher and parent, voiced her concern regarding the LiveRespect program. After reading the entire guide, she does not support its implementation and has many concerns. She supports the staff at the high school and recognizes there are issues to be dealt with, but that the behavior needs to be addressed from the top down. She expressed her concern that the letter distributed to parents from the high school was misleading and was disappointed that teachers in one building were speaking negatively about other teachers in the district.

Olivia Kingsford, student, read a letter on behalf of another student, supporting Mr. Guglielmo that shared how he supported her in a time of need earlier in the year and requested that his contract be approved. Heather Wolf stated that the non-renewal of Mr. Guglielmo was a poor decision and requested that the decision be reversed.

Tonya Garber, parent, agreed with Mrs. Crawford's statements about the LiveRespect program. Branigan King, parent, expressed her concerns regarding the program and stressed that parents should be teaching their students about those topics. She stated that her children requested the possibility of home schooling if the curriculum were to be adopted.

Joe Kern stated his concern regarding bullying of his daughter and asked the Board to make a plan to address bullying.

Chris Guglielmo read a letter to the Board regarding requesting "grace" for his situation and his family. He reminded the Board of their approval of the student to walk at graduation under that same premise, and requested the same. He shared his successes over the past year and the feedback he has received from those he has worked with. He stated that he met with several different Board members with no negative feedback, that the Superintendent recommended his renewal and that he has done all that has been asked of him, including making amends for his actions earlier in the year.

Eric Vanderbeek, parent, shared that he is unfamiliar with the Live Respect curriculum, but believes that bullying, sexual harassment and treating those that are different negatively is taking place in the schools. He requested that the students be taught how to treat each other better, whatever curriculum it is that will accomplish that result.

ACTION ITEMS

4. Approve Personnel Report – Approved Unanimously (Bailey/Fulbright)

EXECUTIVE SESSION – PERSONNEL MATTER

5. Board Chair Doreen Heintz called for an Executive Session at 6:50 p.m. regarding a personnel matter stating that the individual’s right to privacy clearly exceeds the public’s right to know.

The Board reconvened in open session at 8:12pm.

OPEN SESSION

Move to approve Paul Bartos Certified Administrator contract - Approved (Birdwell/Bailey) Nay – Brady

ADJOURNMENT

The meeting was adjourned at 8:13 p.m. (Bailey – unanimous).

DOREEN HEINTZ
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

17

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

ITEM TITLE: CLAIMS

Requested By: Board of Trustees Prepared By: Chris Gobble

SUMMARY:

Approve claims paid through April 14, 2023, as approved by the Finance Committee.

Members of the Finance Committee for April-June 2023 include: Whitney Brady, Kris Birdwell and Zane Fulbright.

SUGGESTED ACTION: Approve Claims as Presented

☐ Additional Information Attached

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

18

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

ITEM TITLE: APPROVE THE APPLICATION FOR BOYS AND GIRLS WRESTLING COOPERATIVE AGREEMENT WITH HOBSON SCHOOL

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

The Board of Trustees needs to approve the application for Cooperative sponsorship for boys and girls wrestling participation with Hobson School.

SUGGESTED ACTION: Approve Boys and Girls Wrestling Cooperative application with Hobson School.

☒ **Additional Information Attached**

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						



MONTANA HIGH SCHOOL ASSOCIATION

PROMOTING SUCCESS ON THE COURT, ON THE FIELD, ON STAGE
AND EVERYWHERE ELSE UNDER THE BIG SKY SINCE 1921.

TO: MHSA MEMBER SCHOOLS
FROM: BRIAN MICHELOTTI, EXECUTIVE DIRECTOR
RE: COOPERATIVE AGREEMENT

Enclosed you will find a copy of the MHSA Executive Board philosophy concerning cooperative programs and a set of application documents.

The MHSA Board and Staff would like to outline some of the possible problem areas that should be considered before entering into a cooperative program:

- A. Participation by your students. If you already have a program, are students from another school going to replace students from your community and thus deny sons and daughters of your local taxpayers an opportunity to take part in that activity?
- B. Who will pay for the cost of equipment and the travel for the activity trips?
- C. How will the gate receipts be handled?
- D. Who is responsible for the cost of travel to and from practice sessions?
- E. Are your local eligibility rules the same for all students in all schools in the agreement?
- F. Can schedules for practice sessions and games be coordinated to eliminate class schedule conflicts in the different schools?
- G. How is selection of cheerleaders made?
- H. Are activity tickets honored from all cooperative schools at cooperative events?
- I. Are your training rules the same?
- J. Are academic standards the same?
- K. How will insurance coverage be financed, etc.?
- L. How will physical exams be handled?
- M. How is coaching staff hired and how is staff paid?
- N. How will activity tickets and other passes be determined?
- O. Who selects and pays for officials?
- P. Do the affected schools have booster clubs? How will booster funds be applied to co-operatively sponsored programs?

Important Item: Because of recurring problems, the MHSA Executive Board emphasizes that no portion of the three years of this activity's dues will be waived unless the schools request a dissolution from the Board. If no students participate in that activity in a particular year, a request for refund may be made by contacting the MHSA office in writing. Refund requests must be made no later than the first allowable date for competition in that sport/activity. Continued requests for refunds will be reviewed by the Executive Director.

MONTANA HIGH SCHOOL ASSOCIATION

Application for Cooperative Sponsorship

Cooperative sponsorship of any activity by member schools will be considered under the following conditions:

1. Schools are to be located in the same geographical area.
2. All member schools of the MHSA will be eligible to participate in the cooperative sponsorship program.
3. Cooperative sponsorship agreements will be approved and enforced for a minimum of three years.
4. The school boards of the participating member schools must jointly make the application to the MHSA Executive Director.
5. A resolution from each school board stating the purpose for sponsoring a joint team or activity must be submitted to the MHSA office.
6. Requests must be submitted to the MHSA Executive Director for the following year.
7. Any cooperative request that is denied can be appealed to the MHSA Executive Board.

PHILOSOPHY

- A. The philosophy that will guide the MHSA Executive Director in reviewing and approving applications for Cooperative Sponsorship of Activities is as follows:
1. The Executive Director will attempt to increase the number of students that are participating in activities by making activities available for students that would not be available in their school if joint sponsorship did not occur.
 2. The Executive Director would prefer to see projects that combine smaller schools for sponsorship of an activity rather than a small school combining with a larger school when the smaller school cannot support the activity alone.
 3. Improving the quality of a team (i.e. better win-loss record) will not be valid criteria in deciding whether approval should be granted.
- B. Agreements are for a three-year period, but may be terminated by the Executive Director under the following conditions:
1. Closing of one of the schools.
 2. A valid complaint from surrounding schools concerning recruiting.
 3. Complaints from parents, boards of education, students in cooperating schools, etc.
 4. Other valid reasons as determined by the Executive Director.

APPLICATION FOR COOPERATIVE SPONSORSHIP

Each participating school must submit a copy to the Montana High School Association, 1 South Dakota Avenue, Helena, MT 59601.

Each school involved in the cooperative agreement must complete this application form before the Executive Director will consider the application. A check for \$250 must accompany each application if the applying school does not currently participate in the activity. A separate application must be submitted for each activity.

1. School: _____ Date of Application: _____
2. School's Address: _____
3. Classification: _____
4. Enrollment: _____
5. Other schools involved in this application: _____
6. Which school will be considered to be the "host" school: _____
7. Activity covered by this application: _____
8. Please describe the conditions that have prompted your request to co-sponsor this activity:

9. This application is for school years: (must be for a full three year period)

20____-20____; 20____-20____; 20____-20____

Contracts do not need to be renewed until the end of the three years. However, verification forms will be sent to you each spring to assure the MHSAA that the cooperative agreement is continuing under the contract. The Executive Director, as outlined under PHILOSOPHY Section B of the information accompanying this application, may terminate the cooperative agreement.

10. Please list the number of students in your school that have participated in this activity during each year indicated below. If the school did not sponsor the activity during any of the years listed, please respond "did not sponsor" but please provide your projected number of participants for next year and for two years from now.

Grade Level	12	11	10	9	8	7
Last school year:						
Current school year:						
Anticipated next year:						
Anticipated in two years						

11. Total **male** school enrollment:

Grade Level	12	11	10	9	8	7
Last school year:						
Current school year:						
Anticipated next year:						
Anticipated in two years						

12. Total female school enrollment:

Grade Level	12	11	10	9	8	7
Last school year:						
Current school year:						
Anticipated next year:						
Anticipated in two years						

13. Under cooperative sponsorship, what will be the identity of the team? _____
14. Where will practices/rehearsals be held? _____
15. Where will competition be held? _____
16. Indicate the date and place of the school board meeting where filing of this application was approved:
Date: _____ Place: _____
17. Please include in the space provided (or attach) an exact copy of the above motion as it appears or will appear in the official school board minutes:
18. Other information that may assist the Executive Director in making a decision on this application:

Approved: _____
School Board Chairperson Superintendent

For MHSA Office Use Only:

Official Action of the Montana High School Association

This request for Cooperative Sponsorship is approved / denied for the activity for the school years listed on the application.

By: _____ Date: _____
MHSA Executive Director

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

19

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

ITEM TITLE: APPROVE DENTAL INSURANCE RATES FOR 2023 – 2024

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

The Board of Trustees needs to approve the dental insurance rates for 2023 – 2024. Over the past few years, our premiums have been exceeding our claims. We now have a sufficient “bank” in the Self-Insured Dental account and it has been recommended by Boulder Dental to reduce our premiums by 10%.

	Current Rate	New Rate	% Change
EO	\$48.00	\$43.00	-10%
ES	\$79.00	\$71.00	-10%
EC	\$92.00	\$83.00	-10%
EF	\$132.00	\$119.00	-10%

SUGGESTED ACTION: Approve dental insurance rates for 2023 – 2024.

☐ Additional Information Attached

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

20

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

ITEM TITLE: APPROVE RENEWAL OF CERTIFIED ADMINISTRATOR CONTRACT

Requested By: Board of Trustees Prepared By: Thom Peck

SUMMARY:

The Board of Trustees needs to approve the renewal of a Certified Administrator contract for the 2023-2024 school year.

Paul Bartos – Assistant Principal/Athletic Director at Fergus High School.

SUGGESTED ACTION: Approve Certified Administrator contract for the 2023-2024 school year.

☐ Additional Information Attached

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

21

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

ITEM TITLE: APPROVE CALL FOR BIDS FOR HEATING SYSTEM PUMP REPLACEMENT AT THE FERGUS HIGH SCHOOL BUILDING LOCATED AT 1001 CASINO CREEK DRIVE

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

The Board of Trustees needs to approve the call for bids for heating system pump replacement at the Fergus High School building located at 1001 Casino Creek Drive. This project is anticipated to be over \$80,000 requiring the District to go out for bid, per MCA 20-9-204. See attached description of the project and resolution for Call for Bids.

SUGGESTED ACTION: Approve the call for bids for heating system pump replacement at the Fergus High School building located at 1001 Casino Creek Drive.

☒ **Additional Information Attached**

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

Fergus HS Pump Replacement Project Summary

The High School was constructed in 1985 (38 years old). The existing hot water heating system pumps and heat pump loop pumps were part of the original construction. These pumps are beyond their estimated 30 year service life, and due for replacement.

The pumping project replaces (6) existing constant speed pumps with new variable speed pumps and variable flow systems. These pump enhancements will result in an estimated 60% to 70% electrical energy savings, and significantly decrease wear on the hydronic system components.

Other project scope and benefits:

- (3) existing boilers that were abandoned in place will be removed, along with abandoned and obsolete water piping, natural gas piping, and boiler flues.
- (4) existing expansion tanks that are presently hung from the ceiling will be relocated onto the boiler pad, and the tanks will be properly piped for service.
- The leaking plastic piping on the condenser heat exchanger will be replaced with steel piping as part of the condenser pump replacement.
- Variable speed pumping controls modifications

The project is being submitted to the Northwestern Energy E+ Partners Program for a potential energy savings rebate.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

22

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

ITEM TITLE: APPROVE NEW CLASSIFIED SALARY MATRIX

Requested By: Board of Trustees **Prepared By:** Rebekah Rhoades

SUMMARY:

For the past two years, the Classified Salary/Benefits Committee has been meeting that consisted of the Classified Administrators, a Certified Administrator, the Superintendent and two Board Members. As a result of these meetings, a Salary Study was completed by Associated Employers in Spring/Summer 2022 and that data was used to assist with reevaluation of the Classified Salary Matrix with the following priorities.

- *Utilize the wage study to ensure that our positions are being paid according to comparable market data*
- *Increase the base wage to become more competitive when hiring*
- *Remove inconsistency where pay increases stop at certain steps for each position for retention*
- *Emphasize and recognize longevity over continuing education in relation to pay, therefore removing CEUs in relation to pay*
- *Ensure that all employees receive at least a 4% increase for the 2023-24 school year (As a result of the changes to the matrix, steps do not directly relate to years of experience, but the employee benefited from the change in all circumstances)*

SUGGESTED ACTION: Approve new Classified Salary Matrix.

☒ **Additional Information Attached**

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

2023-2024

PROPOSED PAY MATRIX	0	1	2	3	4	5	6	7	8	9	10	11+
ADMIN SECRETARY	16.00	16.32	16.65	16.98	17.32	17.93	18.28	18.65	19.02	19.40	19.79	20.48
FIRST COOK/BAKER	14.95	15.25	15.55	15.87	16.18	16.75	17.08	17.43	17.77	18.13	18.49	19.14
FOOD SERVER/KITCHEN AIDE	12.33	12.57	12.82	13.08	13.34	13.81	14.08	14.37	14.65	14.95	15.25	15.78
HOT LUNCH VAN	14.31	14.60	14.89	15.19	15.49	16.03	16.35	16.68	17.01	17.35	17.70	18.32
IMC TECH	18.75	19.13	19.51	19.90	20.30	21.01	21.43	21.85	22.29	22.74	23.19	24.00
BUS SWEEPER	10.30	10.51	10.72	10.93	11.15	11.54	11.77	12.01	12.25	12.49	12.74	13.19
CUSTODIAN	14.32	14.61	14.90	15.20	15.50	16.04	16.36	16.69	17.02	17.37	17.71	18.33
LEAD CUSTODIAN - FHS	16.82	17.15	17.49	17.84	18.20	18.84	19.22	19.60	19.99	20.39	20.80	21.53
LEAD CUSTODIAN - LJHS	14.95	15.25	15.55	15.87	16.18	16.75	17.08	17.43	17.77	18.13	18.49	19.14
MAINTENANANCE I	20.30	20.71	21.12	21.54	21.97	22.74	23.20	23.66	24.13	24.62	25.11	25.99
MAINTENANANCE II	22.75	23.21	23.67	24.14	24.63	25.49	26.00	26.52	27.05	27.59	28.14	29.12
MECHANIC	19.84	20.24	20.64	21.05	21.48	22.23	22.67	23.13	23.59	24.06	24.54	25.40
MECHANIC+CERT	21.84	22.27	22.72	23.17	23.64	24.46	24.95	25.45	25.96	26.48	27.01	27.96
PLAYGROUND AIDE/BUS AIDE	12.50	12.75	13.01	13.27	13.53	14.00	14.28	14.57	14.86	15.16	15.46	16.00
PARA EDUCATOR+CERT	14.94	15.24	15.54	15.86	16.17	16.74	17.07	17.41	17.76	18.12	18.48	19.13
PARA EDUCATOR - HIGH NEEDS	15.85	16.17	16.49	16.82	17.16	17.76	18.12	18.48	18.85	19.22	19.61	20.30
PARA EDUCATOR - LEAD	16.76	17.10	17.44	17.79	18.15	18.78	19.16	19.54	19.93	20.33	20.74	21.46
PAYROLL	20.88	21.30	21.72	22.16	22.60	23.39	23.86	24.34	24.82	25.32	25.83	26.73
ACCOUNTS RECEIVABLE	17.70	18.05	18.42	18.78	19.16	19.83	20.23	20.63	21.04	21.47	21.89	22.66
ACCOUNTS PAYABLE	18.75	19.13	19.51	19.90	20.30	21.01	21.43	21.85	22.29	22.74	23.19	24.00
SECOND COOK/BAKER	14.15	14.43	14.72	15.01	15.31	15.85	16.16	16.49	16.82	17.15	17.50	18.11
SECRETARY	15.25	15.56	15.87	16.18	16.51	17.08	17.43	17.78	18.13	18.49	18.86	19.52
STUDENT DATABASE TECH	20.88	21.30	21.72	22.16	22.60	23.39	23.86	24.34	24.82	25.32	25.83	26.73
TECHNOLOGY I	19.88	20.27	20.68	21.09	21.51	22.27	22.71	23.17	23.63	24.10	24.58	25.44
TECHNOLOGY II	20.88	21.30	21.72	22.16	22.60	23.39	23.86	24.34	24.82	25.32	25.83	26.73
REGIONAL TECH COORD (SALARIED)	25.00	25.50	26.01	26.53	27.06	28.01	28.57	29.14	29.72	30.32	30.92	32.01
BUS DRIVER	18.37	18.73	19.11	19.49	19.88	20.58	20.99	21.41	21.84	22.27	22.72	23.51
SCHOOL NURSE (RN)	22.00	22.44	22.89	23.35	23.81	24.65	25.14	25.64	26.16	26.68	27.21	28.16

2023-2024

Those individuals at a Step 11+ whose wage does not meet the 4% will be grandfathered in and given a 4% increase on their 2022-23 wage

Individuals will be moved forward to the appropriate Step if they did not attain a least a 4%

Individuals will be moved back to the appropriate Step if they attained over an 11% increase

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

23

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

ITEM TITLE: APPROVE ISSUING CONTRACTS FOR THE CLASSIFIED STAFF FOR THE 2023-2024 SCHOOL YEAR.

Requested By: Board of Trustees **Prepared By:** Thom Peck

SUMMARY:

The Board of Trustees needs to approve issuing contracts for Classified Staff for the 2023-2024 school year.

SUGGESTED ACTION: Approve Issuing Contracts for the Classified Staff for the 2023-2024 school year.

☒ **Additional Information Attached**

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

CLASSIFIED CONTRACTS 2023-2024 SCHOOL YEAR

Last Name	First Name	Description	Step	Hours Per Day	Position Days
AGOSTINELLI	ROBERT	PARA EDUCATOR+CERT	2	7.5	186
ALEXANDER	POLLY	PAYROLL	7	8	260
ANDERSON	ELIZABETH	ACCOUNTS RECEIVABLE	1	5	260
ANGEL	CHRISTINE	FOOD SERVER/KITCHEN AIDE	4	3	186
BENTLEY	EVELYN	BUS DRIVER	2	4	186
BIGLEN	SHELLY	FIRST COOK/BAKER	8	8	186
BIRDWELL	MISTI	PARA EDUCATOR+CERT	6	7.5	186
BLACKADAR	LESLEY	FOOD SERVER/KITCHEN AIDE	7	3	186
BOWEN	CONNIE	PARA EDUCATOR+CERT	8	7.5	186
BRISTOL	JENNIFER	SECRETARY	11+	8	215
CARLISLE	JACILYNN	PARA EDUCATOR+CERT	1	3.5	186
CARLISLE	JACILYNN	PARA EDUCATOR - HIGH NEEDS	1	4	186
CHARBONNEAU	LISA	PARA EDUCATOR - HIGH NEEDS	10	7.5	186
CONRAD	CASSIDY	FOOD SERVER/KITCHEN AIDE	2	3.75	186
CONRAD	GRETCHEN	PARA EDUCATOR+CERT	8	7.5	186
DAVIS	BETH	FOOD SERVER	7	3.75	186
DAVIS	BETH	KITCHEN AIDE	7	2.5	186
DAY	JOSHUA	REGIONAL TECH COORDINATOR	5	SALARIED	260
DERHEIM SMITHSON	HELEN	PARA EDUCATOR+CERT	2	7.5	186
D'HOOGE	JOAN	PARA EDUCATOR (BUS AIDE)	11+	7.5	186
DOGAN	TRACIE	FOOD SERVER	1	4	186
DUGGINS	KYRSTIN	PARA EDUCATOR+CERT	1	4.5	186
DUGGINS	KYRSTIN	PARA EDUCATOR - HIGH NEEDS	1	3	186
ESTRADA ZACARIAS	PALOMA YOLAN	KITCHEN AIDE	1	4.5	186
ESTRADA ZACARIAS	PALOMA YOLAN	FOOD SERVER	1	2.5	186
FIGUEROA	RAYMOND	CUSTODIAN	5	8	260
FIGUEROA	TANNA	FIRST COOK/BAKER	4	8	186
FISCUS	BRADY	MECHANIC+CERT	7	8	260
FISCUS	ZABREA	TECHNOLOGY II	9	8	260
FISK	DALE	CUSTODIAN	11+	8	260
FLESCHE	DENNIS	CUSTODIAN	3	8	260
GILL	DAVID	PARA EDUCATOR+CERT	2	7.5	186
GOBBLE*	CHRISTINE	ACCOUNTS PAYABLE	11+	8	260
HAMMON	TRAVIS	CUSTODIAN	1	8	260
HART	KELLY	PARA EDUCATOR+CERT	1	7.5	186
HENDERSON	CHRISTINA	PARA EDUCATOR+CERT	7	7.5	186
HENSLEY	DANIEL	MAINTENANANCE II	8	8	260
HERSEL	ROBERTA	SECRETARY	5	8	215
HOGG	TERRY	BUS DRIVER	3	4	186
HUTCHINS	MANDIE	FOOD SERVER/KITCHEN AIDE	5	3	186
JOHNSON	JENNIFER	PARA EDUCATOR - HIGH NEEDS	9	7.5	186
KARHI	ALYSANN	PARA EDUCATOR+CERT	5	7.5	186
KARHI	NICOLE	PARA EDUCATOR - HIGH NEEDS	3	7.5	186
KELLY*	STEVEN	LEAD CUSTODIAN - LJHS	11+	8	260
KONERT	SHAWNA	PARA EDUCATOR+CERT	8	7.5	186
LAHR	TASHA	PARA EDUCATOR - HIGH NEEDS	7	7.5	186
LELEK	JONETTE	FOOD SERVER/KITCHEN AIDE	7	3.5	186
LEWIS	ISABELLA	PARA EDUCATOR - HIGH NEEDS	2	7.5	186

Last Name	First Name	Description	Step	Hours Per Day	Position Days
LOVE	SAVANNAHA	PARA EDUCATOR+CERT	1	7.5	186
MARTIN	HALEY	FOOD SERVER/KITCHEN AIDE	1	3	186
MCLENDON	DARCY	PARA EDUCATOR+CERT	8	7.5	186
MCRAE	SANDY	PARA EDUCATOR+CERT	5	7.5	186
METCALF	TARA	PARA EDUCATOR - HIGH NEEDS	6	7.5	186
MIKAT	GREGORY	TECHNOLOGY I	1	8	260
MILLER	JEANETTE	BUS SWEEPER	11+	6	186
MILLER	JEANETTE	PARA EDUCATOR (BUS AIDE)	11+	2	186
MOWDY	NATASHA	PARA EDUCATOR+CERT	2	7.5	186
NEUMAN	HEATHER	PARA EDUCATOR - HIGH NEEDS	1	5.5	186
NEUMAN	HEATHER	BUS DRIVER	4	4	186
NICHOLS	TRACY	FOOD SERVER/KITCHEN AIDE	1	4	186
NOEL	CINDY	BUS DRIVER	9	8	260
O'DELL*	FLEETA	SECRETARY	11+	3.75	186
O'DELL*	FLEETA	PARA EDUCATOR (BUS AIDE)	11+	1	186
O'DELL*	FLEETA	PARA EDUCATOR (CLASSROOM AIDE)	11+	2.5	186
O'NEAL	JASON	PARA EDUCATOR+CERT	6	7.5	186
PERRINE	MICHAEL	BUS DRIVER	5	4	186
PETERSON	SARA	SECRETARY	5	8	215
PFAU	WENDY	SECRETARY	11+	8	215
PRINDLE	LYNNE	PARA EDUCATOR+CERT	8	7.5	186
RAMEY	THOMAS	LEAD CUSTODIAN - FHS	5	8	260
RHYNER	MISTI	PARA EDUCATOR+CERT	5	8	186
RICHARDS	BENJAMIN	TECHNOLOGY I	2	8	260
ROBERTSON	FAITH	FOOD SERVER/KITCHEN AIDE	3	3.75	186
ROBINSON	LISA	SCHOOL NURSE (RN)	4	7	215
ROGERS*	CHRISTINE	ADMIN SECRETARY	11+	8	260
ROGERS	JACK	CUSTODIAN	4	8	260
RUTTEN	KRISTIN	IMC TECH	6	8	215
SALLEE	STACIE	PARA EDUCATOR+CERT	1	7.5	186
SATTERFIELD	MARY	PARA EDUCATOR+CERT	6	7.5	186
SAVINELLI	CHERYL	PARA EDUCATOR - HIGH NEEDS	5	7.5	186
SCHOENFELDER	LANNA	SECRETARY	10	8	215
SCHUCHARD*	SHAWN	CUSTODIAN	11+	8	260
SEE	FAITH	SECRETARY	4	8	215
SHERRODD-BRANT	JULIE	FOOD SERVER/KITCHEN AIDE	3	4.75	186
SILVA-BATTRICK	CYNTHIA	PARA EDUCATOR - HIGH NEEDS	7	7.5	186
SRAMEK	STACEY	BUS DRIVER	3	8	186
STANSBERRY	CHRISTOPHER	CUSTODIAN	0	8	260
STEWART	RHONDA	BUS DRIVER	1	4	186
STROUF	DONNA	FOOD SERVER/KITCHEN AIDE	1	3.5	186
THAYNE	MELINDA	SECOND COOK/BAKER	11+	7	186
VANDERBEEK	CHIARA	PARA EDUCATOR+CERT	6	7.5	186
WATSON	JADE	MECHANIC	7	8	260
WATSON	LINDA	FOOD SERVER/KITCHEN AIDE	1	3	186
WEST	JESSICA	PARA EDUCATOR - HIGH NEEDS	0	7.5	186
WHITE	ALBERT	BUS DRIVER	8	4.5	186
WICHMAN	TAHAN	TECHNOLOGY II	8	8	260
WIEGERT	KIM	TECHNOLOGY II	8	7	215
WILLIAMS	DEBRA	SECOND COOK/BAKER	11+	4	186
WILSON	RICHARD	MAINTENANANCE I	1	8	260
WOJTOWICK	JOHN	PARA EDUCATOR	8	3	186

Last Name	First Name	Description	Step	Hours Per Day	Position Days
WOOD JR*	FRED	CUSTODIAN	11+	6	186
WRIGHT	JAMES	CUSTODIAN	8	8	260

* Individuals will receive a 4% increase on the base, putting them over the 11+ hourly rate

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

24

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2022-2023 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Christy Rogers

SUMMARY:

The Board of Trustees needs to approve the additions to the substitute list for the 2022-2023 School Year as listed below:

Substitute School Food

Dennis Lafever – Cook, Van Driver

SUGGESTED ACTION: Approve Additions to the Substitute List for the 2022-2023 School Year

☐ Additional Information Attached

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

04/17/2023

Agenda Item No.

25

☐ Minutes/Claims

☐ Board of Trustees

☐ Superintendent's Report

☐ Action - Consent

☒ Action - Indiv.

ITEM TITLE: APPROVE PERSONNEL REPORT

Requested By: Board of Trustees Prepared By: Christy Rogers

SUMMARY:

Attached is the Personnel Report for your review.

SUGGESTED ACTION: Approve All Items

☒ Additional Information Attached

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Southworth						
Koterba						
Heintz						
Brady						
Fulbright						

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday April 17, 2023

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
BAWDEN, Cassidy	Teacher	Highland Park Elementary School	Accept verbal resignation	6/30/2023	Matthew Ventresca	
DECOCK, Adrienna	Renaissance Club Advisor	Fergus High School	Accept letter of resignation for the 2023 - 2024 school year.	7/1/2023	Paul Bartos	See Attached Letter
GRENSTEN, Rachael	Teacher	Fergus High School and Lewistown Jr. High School	Internal Transfer	7/1/2023	Paul Bartos and Jeff Friesen	Replacing Lauren Wright
GRUBB, Julia	Counselor	Garfield Elementary School and Highland Park Elementary School	Internal Transfer	7/1/2023	Matt Lewis and Matthew Ventresca	Replacing Shalon Wilson
HICKS, Jessica	Food Server/Kitchen Aide	Garfield Elementary School	Accept letter of resignation for the 2023 - 2024 school year.	6/2/2023	Amie Friesen	See Attached Letter
LEWIS, Diane	Business Professionals of America - Advisor	Fergus High School	Approve out-of-state travel for students and chaperone, Sventlana Kunau, to attend the National Convention in Anaheim, CA	4/25/2023 thru 4/30/23	Paul Bartos	See Attached Letter
LEWIS, Matthew	Principal	Garfield Elementary School	Approve request to enroll in the Educational Leadership Program at Montana State University K-12 Principal endorsement and Superintendent certificate courses for the purpose of moving across the salary matrix in the future	Summer of 2023	Thom Peck	See Attached Letter
NELSON, Sheri	Teacher	Garfield Elementary School	Accept letter of resignation	6/30/2023	Matt Lewis	See Attached Letter
RECOMMENDATIONS FOR FALL AND WINTER ATHLETICS 2023-2024	COACHING AND EXTRA CURRICULAR ASSIGNMENTS	Fergus High School	Approve appointment on schedule as recommended	7/1/2023 - 6-30-2024	Paul Bartos	See Attached Schedule

**LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA**

Monday April 17, 2023

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
RECTOR, Brooke	Elementary Teacher	Lewis and Clark Elementary School	Approve appointment on schedule --BA Step 0, 1.0 FTE for 187 days	7/1/2023	Danny Wirtzberger	Replacing Chad Armstrong
SPERANZA, Rebecca	Teacher	Highland Park Elementary School and Lewis and Clark Elementary School	Approve appointment on schedule --BA Step 3, 1.0 FTE for 187 days	7/1/2023	Matthew Ventresca and Danny Wirtzberger	Replacing Mike Hamling and Rachael Grensten
STEVENSON, Mara (Beth)	Teacher	Lewis and Clark Elementary School	Accept letter of resignation	6/30/2023	Danny Wirtzberger	See Attached Letter
WAGNER, Sydney	Teacher	Fergus High School	Accept letter of resignation	6/30/2023	Paul Bartos	See Attached Letter
YOUNG, Katelynn	Food Server/Kitchen Aide	Garfield Elementary School and Central Kitchen	Approve appointment on Schedule--FOOD SERVER/KITCHEN AIDE up to 6.5 hours per day, 5 days per week for up to 186 days.	8.21/2023	Amie Friesen	Replacing Tracie Dogan



Christy Rogers <crogers@lewistown.k12.mt.us>

Fwd: HS Renaissance

1 message

Rebekah Rhoades <rrhoades@lewistown.k12.mt.us>
To: Christy Rogers <crogers@lewistown.k12.mt.us>

Thu, Apr 13, 2023 at 10:24 AM

Will you please add this to the Board Agenda? We don't always get letters for extracurricular activities, but I don't think it hurts to add it.

----- Forwarded message -----

From: **Adrienna DeCock** <adrienna.decock@lewistown.k12.mt.us>

Date: Tue, Apr 11, 2023 at 1:03 PM

Subject: HS Renaissance

To: Paul Bartos <paul.bartos@lewistown.k12.mt.us>

Cc: Thom Peck <thom.peck@lewistown.k12.mt.us>, Rebekah Rhoades <rrhoades@lewistown.k12.mt.us>

Dear Mr. Bartos,

Please accept this as my official resignation as the Fergus High School Renaissance Coordinator.

Thank you,

Adrienna DeCock
Fergus High School
ph. 406-535-2321 ex. 6115

--
Rebekah Rhoades
Business Manager/District Clerk
Lewistown Public Schools
215 7th Ave South
Lewistown, MT 59457
406-535-8777 x1116
406-535-7292 (fax)



4/12/2023
Julia Grubb
Lewistown, MT 59457

To whom it may concern:

I will be transferring to the LPS K-2 Elementary School Counseling Position for the 2023-2024 school year pending acceptance by the School Board during the April 17, 2023 meeting.

Thank you,

Julia Grubb



Amie Friesen <amie.friesen@lewistown.k12.mt.us>

Letter of resignation

1 message

Jessica Hicks <jessica.hicks@outlook.com>

Thu, Apr 13, 2023 at 9:30 AM

To: "amie.friesen@lewistown.k12.mt.us" <amie.friesen@lewistown.k12.mt.us>

Amie,

This is my formal letter of resignation as a full time food service worker in the Lewistown Public Schools effective June 2, 2023.

I would still like to be employed on a substitute basis for the food services department in the Lewistown Public Schools.

Thank you,
Jessica Hicks
Sent from my iPhone

March 28, 2023

Lewistown School Board
215 7th Ave. S
Lewistown, MT 59457

Dear School Board Members:

This letter is to request permission for Svetlana Kunau to chaperone our six Business Professionals of American students at their National Leadership Conference.

The Business Professionals of America (BPA) Organization's mission is to contribute to the preparation of a world-class workforce through the advancement of leadership, citizenship, academic and technological skills for high school students. The BPA National Convention will be held in Anaheim, California April 25 – 30, 2023. Students will leave April 25th and return April 30th by plane. Fergus High School BPA students have gone through a rigorous competitive process first at a regional level and then at the state level to obtain an opportunity to compete at the National Level. Only students placing in top positions in their events qualify to contend at this convention. Competitive events are tied to the products and positions found in the business workplace; for example, designing web pages, interviewing for a job, creating video commercials, or computer troubleshooting and networking. Informative workshop sessions offered include: Public Speaking and Presentation Skills, Building Your Personal Brand, How to Win Friends and Influence People, Taking Responsibility Like a True Leader, Taking Action on Your Goals, Separating from the Crowd, How to Dress for Success, and Finding Peace at School, the Workplace, and Home. They will be honored for their service with individual Torch Awards, there is an impressive College Fair, ability to take industry certification exams on site, and a National Showcase Business Panel of leading business companies that are incredibly supportive of BPA such as Cisco, Microsoft and Adobe to name a few.

Fergus High School has six students who earned top positions and plan to compete at the national level in their qualifying events. This opportunity offers Lewistown students a chance to vie against the top students (over 6,000 in attendance) from 28 states. It also offers them occasions to explore business from a national perspective in an area where large companies are participating in the sessions. Our students will experience firsthand contact with professionals who work in the industry of their product or event. The returning Fergus High School BPA students will bring this experience back to the region, the community and Fergus High School. The students can share experiences to help train and encourage students in our own chapter and area chapters that can assist additional school BPA chapters. Gracie Howells, Mitchel LePage, Alex Naber, Julia Kunau, Isha VanderBeek, and Melissa Biddison are working very hard to raise money for their trip.

Thank you for considering this as a worthwhile, educational endeavor for these students and allowing us the opportunity to enhance our skills and business knowledge for Business Professionals of America.

Sincerely,

Diane Lewis

Diane Lewis
BPA Advisor



Garfield Elementary School

415 East Boulevard Street
Lewistown, Montana 59457
Phone: (406)535-2366 Fax: (406)5352367



Matthew Lewis, Principal

Lanna Schoenfelder, Secretary

March 22, 2023

Dear Mr. Peck,

I am writing this letter to inform you that I have submitted my application to Montana State University in Bozeman to finish my K-12 principal endorsement and my Superintendent endorsement for the summer of 2023.

The following are the classes that I will be taking to finish both endorsement areas:

EDLD 645 - Personnel and Collective Bargaining

EDLD 655 - MT Legal and Policy Studies

EDLD 574 - Field Expr. in Ed. Leadership

EDLD 565 - K-12 Instructional Leadership

Each of these courses are 3 credit semester courses that I would like to use to move over on the certified administrators salary matrix.

If you have any questions please feel free to contact me.

Sincerely,

Matthew Lewis, Principal
Garfield Elementary School.

04/03/23

Sheri Nelson
206 S. High Street
Lewistown, MT 59457

Lewistown School District 1
215 7th Ave. South
Lewistown, MT 59457

To whom this may concern:

Please accept this letter as my formal notice of resignation as a first-grade teacher at the Garfield Elementary School. With a heavy heart, I have decided not to return for the 2023-2024 academic school year.

This decision has not been easy. I will greatly miss the staff and students at the Garfield Elementary School. It has been a wonderful two years teaching here. I've been blessed to have the experience to work with this outstanding team. Thank you for this opportunity.

Sincerely,

Sheri Nelson

2023-2024 School Year					
				Starting Salary	\$35,269.00
FERGUS HIGH SCHOOL ACTIVITY AND ATHLETIC RECOMMENDATIONS					
Activity	Name	Positions	Index	Stipend	
BASKETBALL	<i>Scott Sparks</i>	Boys Head Coach	0.150	\$5,290.35	
	<i>Jim Daniels</i>	Boys First Assistant	0.110	\$3,879.59	
	<i>Matt Plagenz</i>	Boys Assistant - 1	0.090	\$3,174.21	
	<i>Newell Roche</i>	Girls Head Coach	0.150	\$5,290.35	
	<i>Steve Foran</i>	Girls First Assistant	0.110	\$3,879.59	
	<i>Nicole Wichman</i>	Girls Assistant - 1	0.090	\$3,174.21	
CHEERLEADERS	<i>Jennifer Pfau</i>	Head Coach	0.125	\$4,408.63	
	<i>Rayna Phelps</i>	Assistant	0.074	\$2,609.91	
CROSS COUNTRY -- B/G	<i>Suzie Flentie</i>	Head Coach	0.125	\$4,408.63	
	<i>Regan Bold</i>	Assistant	0.085	\$2,997.87	
FOOTBALL	<i>Derek Lear</i>	Head Coach	0.145	\$5,114.01	
	<i>Troy Hudson</i>	First Assistant	0.105	\$3,703.25	
	<i>Matthew Ventresca</i>	Assistant - 1	0.085	\$2,997.87	
	<i>Danny Wirtzberger</i>	Assistant - 2	0.085	\$2,997.87	
	<i>Orin Johnson</i>	Assistant - 3	0.085	\$2,997.87	
	<i>Scott Sanford</i>	Field Preparation		\$700.00	
GOLF	<i>Briedenbach</i>	Co-Head Coach	0.073	\$2,557.00	
	<i>Steve Olson</i>	Co-Head Coach	0.073	\$2,557.00	
SPEECH & DRAMA	<i>Lee Stahl</i>	Head Coach	0.110	\$3,879.59	
VOLLEYBALL	<i>Adrienna Decock</i>	Head Coach	0.145	\$5,114.01	
	<i>Paige Nash</i>	First Assistant	0.105	\$3,703.25	
	<i>Lesly Kassmier</i>	Assistant	0.085	\$2,997.87	
WRESTLING	<i>Brendon DeCock</i>	Head Coach	0.145	\$5,114.01	
	<i>Robert Wallace</i>	First Assistant	0.105	\$3,703.25	



Christy Rogers <crogers@lewistown.k12.mt.us>

Fwd: My Resignation

1 message

thom.peck@lewistown.k12.mt.us <thom.peck@lewistown.k12.mt.us>

Wed, Mar 29, 2023 at 9:54 AM

To: Christy Rogers <crogers@lewistown.k12.mt.us>

Sent from my iPhone

Begin forwarded message:

From: Beth Stevenson <beth.stevenson@lewistown.k12.mt.us>**Date:** March 29, 2023 at 7:24:54 AM AKDT**To:** Danny Wirtzberger <danny.wirtzberger@lewistown.k12.mt.us>, Thom Peck <thom.peck@lewistown.k12.mt.us>**Subject:** My Resignation

Dear Mr. Peck and Mr. Wirz,

It is with great sadness that I tender my resignation from Lewistown Public Schools, at the end of this school year. I have enjoyed my years with Lewis and Clark immensely. I have learned, grown, and become a better teacher through my experiences with the students, staff, administration. Thank you for all of your support and kindness.

Next year I will teach in my hometown (no driving on bad winter roads) of Hobson. I will greatly miss all of you.

Thank you again,
Mara Beth Stevenson

--

Beth Stevenson**5th Grade Teacher****Lewis and Clark Elementary School**

April 3, 2023

Fergus High School
Lewistown Public Schools
1001 Casino Creek Drive
Lewistown, MT 59457

Dear Superintendent Peck,

I am writing to inform you that I do not intend to renew my contract as a teacher in the Lewistown Public School District for the 2023-2024 school year. Additionally, I will not be available to continue my extra-curricular duties as the Fergus High School Key Club advisor after this school year.

This decision was difficult to make. I care deeply for many of the staff and students I have worked with and will miss interacting with them daily. As educators, we teach our students to welcome change and growth and to continuously seek self-betterment. I feel that it is time for me to model that exact sentiment and explore avenues that are more conducive to my personal and professional growth.

I appreciate the opportunities I have been given in the past six years working for LPS. I have learned an immense amount and will continue to put that knowledge to good use in my future.

I wish the district and our students the best.

Thank you for everything,

Sydney M. S. Wagner

AUGUST 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

PIR DAYS (Pupil Instruction-Related)

August 22	New Staff Orientation
August 29-30	All Staff Orientation/PIR
October 20-21	Staff Development Days Teachers Convention (Billings)
Oct 31-Nov 11	Parent-Teacher Conferences Schedules vary by school PIR November 3rd No school November 3rd-4th
March 27-31	Parent-Teacher Conferences Schedules vary by school Full school days for students
May 15	PIR Day

HOLIDAYS & VACATIONS

No School for Teachers or Students

September 5	Labor Day
November 4	Vacation Day
November 23-25	Thanksgiving Vacation
Dec 23 - Jan 2	Winter Break
February 24	Vacation Day
April 10	Easter Vacation
May 29	Memorial Day

	New Teacher Orientation
	First/Last Day of School K-4 First Day
	End of Quarter
	Quarter Mid-Term
	End of Semester (2nd & 4th quarters)
	School Dismissed at 1:30 pm
	FHS Graduation Day
	PIR Day (No School for Students)
	Vacation Day (Day Off/No School)
	Paid Holiday (Day Off/No School)
	Flex Day (No School for Students)

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)	First Semester				88 days	Second Semester				91 days
	FIRST QUARTER				DAYS	THIRD QUARTER				DAYS
	First Week	Aug 31	to	Sept 2	3	First Week	Jan 23	to	Jan 27	5
	Second Week	Sept 6	to	Sept 9	4	Second Week	Jan 30	to	Feb 3	5
	Third Week	Sept 12	to	Sept 16	5	Third Week	Feb 6	to	Feb 10	5
	Fourth Week	Sept 19	to	Sept 23	5	Fourth Week	Feb 13	to	Feb 17	5
	Fifth Week	Sept 26	to	Sept 30	5	Fifth Week	Feb 20	to	Feb 23	4
	Sixth Week	Oct 3	to	Oct 7	5	Sixth Week	Feb 27	to	March 3	5
	Seventh Week	Oct 10	to	Oct 14	5	Seventh Week	March 6	to	March 10	5
	Eighth Week	Oct 17	to	Oct 19	3	Eighth Week	March 13	to	March 17	5
	Ninth Week	Oct 24	to	Oct 28	5	Ninth Week	March 20	to	March 24	5
					40					44
	SECOND QUARTER				DAYS	FOURTH QUARTER				DAYS
	First Week	Oct 31	to	Nov 2	3	First Week	March 27	to	March 31	5
	Second Week	Nov 7	to	Nov 11	5	Second Week	April 3	to	April 7	5
	Third Week	Nov 14	to	Nov 18	5	Third Week	April 11	to	April 14	4
	Fourth Week	Nov 21	to	Nov 22	2	Fourth Week	April 17	to	April 21	5
	Fifth Week	Nov 28	to	Dec 2	5	Fifth Week	April 24	to	April 28	5
	Sixth Week	Dec 5	to	Dec 9	5	Sixth Week	May 1	to	May 5	5
	Seventh Week	Dec 12	to	Dec 16	5	Seventh Week	May 8	to	May 12	5
	Eighth Week	Dec 19	to	Dec 22	4	Eighth Week	May 16	to	May 19	4
	Ninth Week	Jan 3	to	Jan 6	4	Ninth Week	May 22	to	May 26	5
	Tenth Week	Jan 9	to	Jan 13	5	Tenth Week	May 30	to	June 2	4
	Eleventh Week	Jan 16	to	Jan 20	5					47
					48					
										Total Days 179

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 22	New Staff Orientation	
	August 29-30	All Staff Orientation/PIR	2.0
	October 20-21	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 31-Nov 11	Parent-Teacher Conferences <i>Schedules vary by school No school November 3rd & 4th</i>	1.5
	March 27-31	Parent-Teacher Conferences <i>Schedules vary by school Full school days for students</i>	.5
	May 15	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0

HOLIDAYS & VACATIONS	Dates Inclusive	September 5	Labor Day
		November 4	Vacation Day
		November 23-25	Thanksgiving Vacation
		Dec 23-Jan 2	Winter Break
		February 24	Vacation Day
		April 10	Easter Vacation
		May 29	Memorial Day
		July 4	Vacation Day (12-mo employees)

