

**LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

Lincoln Board Room
215 Seventh Avenue South
Lewistown, Montana 59457

TUESDAY, FEBRUARY 20, 2024

SPECIAL BOARD MEETING

Meeting ID

meet.google.com/gfy-pqex-bia

Phone Numbers

(US)[+1 413-338-0345](tel:+14133380345)

PIN: 268 294 724#

CALL TO ORDER (4:00 P.M.)

BOARD OF TRUSTEES

1. Roll Call
2. Pledge of Allegiance
3. Recognition of Parents, Patrons, and Others Who Wish to Address the Board

EXECUTIVE SESSION

4. Superintendent Application Screening

ACTION ITEM

5. Approve Superintendent Candidates to Interview
6. Approve Additions to the Substitute List for the 2023-2024 School Year
7. Approve Personnel Report

ADJOURNMENT

PUBLIC PARTICIPATION

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

- 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 PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

02/20/2024

Agenda Item No.

3

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

ITEM TITLE: RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS
THE BOARD

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

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

SUGGESTED ACTION:

☐ Additional Information Attached Estimated cost/fund source _____

NOTES

EXECUTIVE SESSION

As per the provisions of 2-3-203
Montana Codes Annotated.

The Board Chair,
will now call for an Executive Session
deeming the demands of individual privacy
clearly exceed the merits of public disclosure.

The right of individual privacy may be waived by the
individual about whom the discussion pertains and, in that
event, the meeting must be open.

Do you wish to waive your right to privacy and keep the
meeting open to the public?

All parties not involved in the Executive
Session are asked to leave the Board Room
at this time.

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

02/20/2024

Agenda Item No.

5

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

ITEM TITLE: SUPERINTENDENT APPLICATION SCREENING

Requested By: Board of Trustees Prepared By: _____

SUMMARY:

The Board will discuss and make consideration of the next steps to follow in the process to hire a new
Superintendent of Lewistown Public Schools.

SUGGESTED ACTION:

☐ Additional Information Attached Estimated cost/fund source _____

NOTES

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

02/20/2024

Agenda Item No.

6

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

ITEM TITLE: APPROVE SUPERINTENDENT CANDIDATES TO BE INTERVIEWED

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

SUMMARY:

The Board of Trustees needs to approve the candidates that will be interviewed on Tuesday, February 27, 2024.

SUGGESTED ACTION: Approve Superintendent Candidates to be Interviewed

☐ Additional Information Attached

NOTES:

	Motion	Second	Ave	Nav	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

02/20/2024

Agenda Item No.

7

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

ITEM TITLE: APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2023-2024 SCHOOL YEAR

Requested By: Board of Trustees Prepared By: Christy Rogers

SUMMARY:

The Board of Trustees needs to approve the substitute list for the 2023-2024 School Year.

Substitute Teacher

Eric Arsiniega

Jaden Graham

SUGGESTED ACTION: Approve the Substitute List for the 2023-2024 School Year

☐ Additional Information Attached

NOTES:

	Motion	Second	Aye	Nay	Abstain	Other
<i>Board Action</i>						
Bailey						
Birdwell						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana

BOARD AGENDA ITEM

Meeting Date

02/20/2024

Agenda Item No.

8

☐ 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						
Hodge						
Carlson						
Brady						
Koch						
Fulbright						

LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

Tuesday February 20, 2024

<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>	
BIBLER, Keeley	Teacher	Fergus High School	Approve appointment on schedule - BA Step 0, 1.0 FTE for the 2024-2025 School Year	7/1/2024	Matt Lewis	Replacing Adrienna DeCock	
OLSON, Steve	Teacher	Fergus High School	Accept Letter of Resignation	6/30/2024	Matt Lewis	See Attached Letter	

Dear Superintendent and School Board,

I'm writing this lettering to let you know that I will be retiring from teaching at the end of the school year. Thank you for allowing me to be a part of your staff for the past 28 years. It has been a privilege to be able to work with this amazing school district and a lot of awesome teachers and administrators that I have had.

Much appreciated,

Steve Olson



LEWISTOWN PUBLIC SCHOOLS

2023-2024 SCHOOL CALENDAR

AUGUST 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		

SEPTEMBER 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

OCTOBER 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				

NOVEMBER 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		

DECEMBER 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						

JANUARY 2024						
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 2024						
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		

MARCH 2024						
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 2024						
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 2024						
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 2024						
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 2024						
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 14	New Staff Orientation
August 21-22	All Staff Orientation/PIR
October 19-20	Staff Development Days Teachers Convention (Billings)
Oct 30-Nov 10	Parent-Teacher Conferences Schedules vary by school PIR November 2nd No school November 2nd-3rd
March 25-27	Parent-Teacher Conferences Schedules vary by school Full school days for students
May 13	PIR Day

HOLIDAYS & VACATIONS

No School for Teachers or Students

September 4	Labor Day
November 3	Vacation Day
November 22-24	Thanksgiving Vacation
Dec 25 - Jan 2	Winter Break
February 22-23	Vacation Days
March 28-April 1	Easter Vacation
April 26	Vacation Day
May 27	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
	PT Conferences
	No School (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 23	to	Aug 25	3		First Week	Jan 16	to	Jan 19	4	
Second Week	Aug 28	to	Sept 1	5		Second Week	Jan 22	to	Jan 26	5	
Third Week	Sept 5	to	Sept 8	4		Third Week	Jan 29	to	Feb 2	5	
Fourth Week	Sept 11	to	Sept 15	5		Fourth Week	Feb 5	to	Feb 9	5	
Fifth Week	Sept 18	to	Sept 22	5		Fifth Week	Feb 12	to	Feb 16	5	
Sixth Week	Sept 25	to	Sept 29	5		Sixth Week	Feb 19	to	Feb 21	3	
Seventh Week	Oct 2	to	Oct 6	5		Seventh Week	Feb 26	to	March 1	5	
Eighth Week	Oct 9	to	Oct 13	5		Eighth Week	March 4	to	March 8	5	
Ninth Week	Oct 16	to	Oct 18	3		Ninth Week	March 11	to	March 15	5	
Tenth Week	Oct 23	to	Oct 27	5		Tenth Week	March 18	to	March 22	5	
					45						47
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct 30	to	Nov 1	3		First Week	March 25	to	March 27	3	
Second Week	Nov 6	to	Nov 10	5		Second Week	April 2	to	April 5	4	
Third Week	Nov 13	to	Nov 17	5		Third Week	April 8	to	April 12	5	
Fourth Week	Nov 20	to	Nov 21	2		Fourth Week	April 15	to	April 19	5	
Fifth Week	Nov 27	to	Dec 1	5		Fifth Week	April 22	to	April 25	4	
Sixth Week	Dec 4	to	Dec 8	5		Sixth Week	April 29	to	May 3	5	
Seventh Week	Dec 11	to	Dec 15	5		Seventh Week	May 6	to	May 10	5	
Eighth Week	Dec 18	to	Dec 22	5		Eighth Week	May 14	to	May 17	4	
Ninth Week	Jan 3	to	Jan 5	3		Ninth Week	May 20	to	May 24	5	
Tenth Week	Jan 8	to	Jan 12	5		Tenth Week	May 28	to	May 31	4	
					43						44
											Total Days 179

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 14	New Staff Orientation	
	August 21-22	All Staff Orientation/PIR	2.0
	October 19-20	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 30-Nov 10	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>PIR November 2nd</i> <i>No school November 2nd & 3rd</i>	1.5
	March 25-27	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>	.5
	May 13	PIR Day	1.0
		Floating PIR Day	1.0
			8.0
HOLIDAYS & VACATIONS <i>Dates Inclusive</i>	September 4	Labor Day	
	November 3	Vacation Day	
	November 22-24	Thanksgiving Vacation	
	Dec 25-Jan 2	Winter Break	
	February 22-23	Vacation Days	
	March 28-April 1	Easter Vacation	
	April 26	Vacation Day	
	May 27	Memorial Day	
	July 4	Vacation Day (12-mo employees)	

